

1 THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF
2 SEABROOK MET ON **THURSDAY, SEPTEMBER 10, 2020 AT 6:00 P.M.** VIA
3 TELECONFERENCE TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH
4 RESPECT TO THE AGENDA ITEMS LISTED BELOW.
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6 BOARD MEMBERS PRESENT:

7 PAUL R. DUNPHEY	CHAIRMAN
8 TERRY CHAPMAN	VICE-CHAIR
9 KEVIN FERGUSON	TREASURER
10 ERNIE DAVIS	SECRETARY
11 THOMAS KOLUPSKI	MAYOR
12 GARY BELL	MEMBER
13 JEFF LARSON	COUNCIL REPRESENTATIVE

14
15 ALSO PRESENT WERE:

16 GAYLE COOK	CITY MANAGER
17 STEVE WEATHERED	CITY/EDC ATTORNEY
18 PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
19 PAT PATEL	EDC ADMINISTRATIVE ASSISTANT

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21 EDC Chairman Paul Dunphey called the meeting to order at 6:00 p.m. and declared that a
22 quorum was present.
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25 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

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27 There were no public comments.
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30 **2. PRESENTATIONS**

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32 **2.1 EDC Director's report on economic development activities for August 2020.**

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34 EDC Director Paul Chavez gave his monthly report on economic development
35 activities for the month of August.
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37 **2.2 Economic Alliance Houston Port Region annual report.**

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39 Mr. Chad Burke, President/CEO of Economic Alliance gave the annual report to the
40 EDC Board.
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44 **3. NEW BUSINESS**

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46 **3.1 Consider and take all appropriate action on renewal of the Clear Lake
47 Chamber of Commerce contract beginning October 1, 2020 thru September
48 30, 2021 in an amount not to exceed \$10,000. This is a budgeted item.**

49
50 Motion made by Terry Chapman and seconded by Jeff Larson.
51

52 To correct the Agreement to read as City of Seabrook Economic Development
53 Corporation instead of City of Seabrook.
54

55 MOTION CARRIED BY UNANIMOUS CONSENT
56

57 **3.2 Discussion of potential of conditional reimbursement to EDC in the amount**
58 **of \$244,500 from the City of Seabrook, for the amount funded and**
59 **administered by EDC, implemented after March 1, 2020, for the Seabrook**
60 **Economic Development Emergency Business Retention Incentive Program**
61 **created in response of COVID-19 for expenditures related to the costs of**
62 **business interruption and required closures.**
63

64 Economic Development Director, Paul Chavez explained the following to the Board:

- 65 • CARES Act
- 66 • \$150 Billion was appropriated for Texas (including County and Local)
- 67 • Coronavirus Relief Fund (CRF) was established to disperse
- 68 • Harris County is the Administration on Distribution of Funds to Cities with a
- 69 population less than 500,000
- 70 • Harris County established COVID-19 Small Cities Assistance Program and
- 71 prepared the program for cities to receive allotments of up to \$55 per capita
- 72 • Economic Expenses - Provision of Grants to Small Businesses
- 73 • The Seabrook Economic Business Incentive Program was presented to Harris
- 74 County for consideration as an eligible expense
- 75 • Reimbursement Process:
- 76 • CRF Funds → Municipalities = City of Seabrook (“Subrecipient”)
- 77 • Application for Reimbursement has to be submitted by Subrecipient
- 78 • Application documentation required – City Expense
- 79 • Transfer from City to EDC was discussed by City Council in September and
- 80 approved
- 81 • Contingent upon reimbursement by CRF Small Cities Program as an Economic
- 82 Expense
- 83 • Next Steps:
- 84 • Agreement to be consider by City Council for Transfer
- 85 • EDC to consider Agreement for Transfer
- 86 • Transfer will be submitted
- 87 • Documentation will be submitted to Harris County
- 88 • 2-3 weeks a final determination and distribution of funds expected
- 89

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91 **4. ROUTINE BUSINESS**
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93 **4.1 Approve minutes of the August 13, 2020 teleconference EDC meeting.**
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95 Motion made by Gary Bell and seconded by Jeff Larson.
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97 To approve the minutes as presented.
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99 MOTION CARRIED BY UNANIMOUS CONSENT
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4.2 Update on SH 146 expansion.

- 108 • Phase I – Step 1: In Progress
 - 109 ○ Northbound side of existing bridge with 14' pedestrian lane
 - 110 ○ Anticipated completion: Early 2021
- 111 • Phase I – Step 2:
 - 112 ○ Seabrook Northbound Frontage Road - Pending for utility relocations *
 - 113 ○ Storm box installations – Pending for utility relocations*
 - 114 ○ *Subcontractor change order negotiations finalizing for pending work to
 - 115 restart in September 2020
 - 116 ○ Anticipated completion of Frontage Road 6 months once started
- 117 • Phase II:
 - 118 ○ Widen southbound side of existing bridge
 - 119 ○ April 2020 – Summer 2022

120

Project Status – Aesthetics

- 122 • MSE Wall – Installation across from Kenneth Royal started
- 123 • MSE Wall – Delivery at Respdorph made and work in progress

124

125 As Texas Department of Transportation (TXDOT) continues to work on the five-year Kemah-
126 Seabrook Bridge expansion, the Coast Guard is working with TXDOT to approve channel
127 closures and ensure the navigational safety of the waterway. Recent reports indicated that
128 there were potential obstructions in the South channel, causing concern for its opening.
129 TXDOT has surveyed the south channel and removed pilings and debris in the channel,
130 ensuring the South channel is safe for navigation. The Coast Guard has approved partial
131 channel closures through September 25, 2020. Mariners are advised to follow the vessel
132 traffic plan in this Marine Safety Information Bulletin.

133

4.3 Establish future meeting dates and agenda items.

134

135 EDC Meeting Thursday, October 8th at 6:00 pm.

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139 Upon motion duly made, the meeting was adjourned at 7:18 p.m.

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141 APPROVED ON THE 8th DAY OF OCTOBER 2020.

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145

Pratiksha Patel

146

Pat Patel,
EDC Administrative Assistant

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Paul Dunphey

Paul Dunphey, EDC Chairman