

**CITY OF SOUTH PADRE ISLAND  
ECONOMIC DEVELOPMENT CORPORATION  
NOTICE OF REGULAR MEETING**

**Note:** One or more members of the South Padre Island City Council may attend this meeting. If so, this statement satisfies the requirements of the Open Meetings Act

Notice is hereby given that the Economic Development Corporation Board of Directors of the City of South Padre Island, Texas, will hold its **Regular Meeting Tuesday, June 20th, 2017 at 8:00 a.m. at the South Padre Island Birding and Nature Center 2<sup>nd</sup> floor Conference Room, 6801 Padre Blvd.,** South Padre Island, Texas. Following is the agenda on which action may be taken:

1. **Call to order**
2. **Pledge of Allegiance**
3. **Public Comments and Announcements**  
*This is an opportunity for citizens to speak to the Board relating to agenda or non-agenda items. Speakers are required to give their name before addressing their concerns. (Note: State law will not permit the Board to discuss, debate, or consider items that are not on the agenda. Citizen comments may be referred to staff or may be placed on the agenda of a future Board meeting)*
4. **Approve the Consent Agenda:**
  - 4a. **Approve the Minutes from the Regular Meeting of May 16<sup>th</sup>, 2017**
  - 4b. **Financial Report for EDC- May 2017**
  - 4c. **Approve the Financial Reports for the Birding & Nature Center- May 2017**
  - 4d. **Activity Report from the SPI Birding and Nature Center Manager**
  - 4e. **Approve excused absences for Mickey Furcron from the May 2017 Board meeting and Dan Seitz from the June 2017 Board Meeting**
5. **Discussion and action to approve the 2017-18 Annual Budget**
6. **Discussion and possible action regarding a proposal from Richter Architects for the Conceptual Design Plan for an Aquarium**
7. **Strategic Planning Session for 2017**
8. **Adjournment**

We reserve the right to go into Executive Session regarding any of the items posted on this agenda, pursuant to Sections 551-071, Consultation with Attorney; 551.072, Deliberations about Real Property; 551.073, Deliberations about Gifts & Donations; 551-074, Personnel Matters; 551-076, Deliberations about Security Devices; and/or 551.086, Deliberation regarding Economic Development Negotiations (1) to discuss or deliberate regarding commercial or

financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1)

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Directors of the City of South Padre Island Economic Development Corporation is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the bulletin board at City Hall which will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

***Dated this the 15<sup>th</sup> day of June, 2017***

S E A L

  
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Darla Lapeyre, Executive Director

*This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Jay Mitchim, ADA-designated responsible party, at (956)761-1025.*

**DRAFT**

**CITY OF SOUTH PADRE ISLAND  
ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS**

**MINUTES**  
Regular Meeting  
May 16th, 2017

**1. CALL TO ORDER**

A regular meeting of the Board of Directors of the City of South Padre Island Economic Development Corporation was held on Tuesday, May 16<sup>th</sup> 2017, at the Municipal Complex, 2<sup>nd</sup> floor Joyce Adams Conference Room, 4601 Padre Blvd., South Padre Island, Texas. President Irv Downing called the meeting to order at 9:05 a.m. Other Board members present were Vice-President Ron Pitcock, Secretary/Treasurer Bob Friedman, and Directors Susan Guthrie, Jerry Pace, and Dan Seitz. Director Mickey Furcron was absent. Also present were Executive Director Darla Lapeyre, SPI Birding and Nature Center President Lynne Tate, and Donna Eymard and John Reed with the Port of Brownsville.

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENTS AND ANNOUNCEMENTS**

There were no public comments or announcements.

**4. PRESENTATION BY THE PORT OF BROWNSVILLE-PROJECT AMERICA OVERVIEW**

Donna Eymard made a PowerPoint presentation regarding a potential new business locating to the Port of Brownsville.

**5. DISCUSSION AND ACTION REGARDING RESOLUTION #2017-01 SUPPORTING THE PORT OF BROWNSVILLE'S EFFORTS TO LOCATE A STEEL MANUFACTURING FACILITY AT THE PORT OF BROWNSVILLE**

Upon a motion from Ron Pitcock and a second by Jerry Pace the Board unanimously approved Resolution #2017-01.

**6. APPROVE THE CONSENT AGENDA**

**6a. Approve the Minutes from Regular Meeting of April 18<sup>th</sup>, 2017**

**6b. Financial Report for EDC-April 2017**

- 6c. Approve the Financial Report for the Birding and Nature Center – April 2017**
- 6d. Activity Report from the Birding and Nature Center Manager**
- 6e. Approve excused absence for Susan Guthrie from the April 18<sup>th</sup>, 2017 Board meeting**

Upon a motion from Ron Pitcock and a second by Bob Friedman, the consent agenda was unanimously approved as presented.

**7. QUARTERLY REPORT FROM LYNNE TATE, PRESIDENT OF THE SOUTH PADRE ISLAND BIRDING AND NATURE CENTER REGARDING THE STATUS OF OPERATIONS AT THE CENTER**

President of the Birding and Nature Center Board of Directors, Lynne Tate gave a report regarding operations. Topics included extended hours, new annual pass photo ID system, membership drive, strategic planning, parking gate, new Board members, budget, fundraising and grants, exit survey, databases, field trips, and a new Eagle Scout Monarch Way Station.

**8. DISCUSSION AND ACTION REGARDING POSSIBLE REVISIONS TO THE FAÇADE IMPROVEMENT GRANT PROGRAM GUIDELINES**

Upon a motion from Susan Guthrie and a second by Ron Pitcock, the Board unanimously approved revising the Façade Improvement Grant Program Guidelines as follows:

Add this sentence to Page 3 Application Process “The steps in the flowchart above can run concurrently.”

Page 4 The Construction Phase change the first sentence to “Construction must begin 60 days from approval of the grant application, unless otherwise authorized by the EDC Board of Directors.”

**9. DISCUSSION AND ACTION REGARDING THE FIRST DRAFT OF THE BUDGET FOR FISCAL YEAR 2017-18**

The Board reviewed the first draft of the 2017-18 Budget. No formal action was taken.

**10. EXECUTIVE DIRECTOR ACTIVITY REPORT**

The Board reviewed the written report for the month of May and the latest economic indicators including Sales Tax revenue, Occupancy Tax Revenue, Property Tax Revenue, Building Permits, and Causeway Crossings. Ms. Lapeyre stated the sales tax revenue for March 2017 was up 3.62% from March 2016. The March 2017 sales tax revenue was a 4.7% increase over the 5 year average in March, \$308,035. Sales tax revenue is up 4% for the calendar year.

**11. ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:00 a.m.

S E A L

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Darla Lapeyre  
Executive Director

APPROVED:

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Irv Downing  
President



# Memo

**To:** South Padre Island Economic Development Corporation Board of Directors  
**From:** Rodrigo Gimenez, Chief Financial Officer  
City of South Padre Island  
**CC:** Darla Lapeyre  
**Date:** June 14, 2017  
**Re:** May 31, 2017 Operating Statement

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The May 31, 2017 Operating Statement for the South Padre Island Economic Development Corporation as well as the Balance Sheet as of May 31, 2017 are attached for your review. **Transactions summarized in the statements are those processed through the Finance Department of the City.**

The Birding and Nature Center sales are not reflected in these financial statements, since they took their bookkeeping in house in October 2011.

Sales Tax amounts include the April tax collections sent to the State of Texas in May and distributed to local governments in June. This June allocation payment is accrued for financial statement presentation purposes in the April operating statement.

Please contact me at [rgimenez@MYSPI.org](mailto:rgimenez@MYSPI.org) at your earliest convenience should you have any questions.

*"A Certified Retirement Community"*

**City of South Padre Island  
Economic Development Corporation  
Balance Sheet  
May 31, 2017/2016**

<b>Assets</b>	<b>2017</b>	<b>2016</b>
Cash and cash equivalents	\$ 764,923	\$ 651,317
Receivables - Sales Tax	69,974	53,326
Revolving Loan Receivable	49,854	59,542
Due From General Fund	-	-
Miscellaneous Receivables	-	-
Prepaid Expenses	-	-
<b>TOTAL ASSETS</b>	<b>\$ 884,751</b>	<b>\$ 764,185</b>

<b>Liabilities and Fund Balances</b>		
Deferred Revenue	\$ 49,854	\$ 59,542
Accounts Payable	-	-
Sales Tax Payable	-	-
Payroll Taxes Payable	264	-
Wages Payable	-	-
Due to General Fund	-	-
Reserved for Encumbrances	-	-
Other liabilities	509	318
<b>Total Liabilities</b>	<b>50,626</b>	<b>59,860</b>
<b>Fund Balance</b>	<b>834,125</b>	<b>704,325</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 884,751</b>	<b>\$ 764,185</b>

**City of South Padre Island**  
**Economic Development Corporation**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**May 31, 2017/2016**

	2017		2016
	Budget	Actual	Actual
<b><u>REVENUES</u></b>			
Sales Tax	\$ 770,000	\$ 429,347	\$ 394,716
Revolving Loan Revenue	10,693	7,081	5,983
Grant Revenue	-	-	-
Interest Revenue	2,083	3,045	1,642
BNC Expense Reimbursement	-	-	-
Miscellaneous Revenues	(20)	10	20
<b>Total Revenue</b>	<b>782,756</b>	<b>439,483</b>	<b>\$ 402,361</b>
<b><u>EXPENDITURES</u></b>			
General Administrative Expenses	767,756	391,394	402,001
BNC Cash Advances	20,000	-	9,100
Birding Center Expenses	95,000	90,392	45,107
<b>Total Expenditures</b>	<b>882,756</b>	<b>481,786</b>	<b>\$456,208</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(100,000)	(42,303) \$	(53,847)
Fund balance - beginning	876,428	876,428	758,172
<b>Fund balance - ending</b>	<b>\$ 776,428</b>	<b>\$ 834,125</b>	<b>\$ 704,325</b>



FUND :80 -ECONOMIC DEVELOPMENT CORP

SCHEDULE OF BUDGETED, ACTUAL AND ENCUMBERED EXPENDITURES

DEPARTMENT : DEPT 580 - EDC

NOTATION :

ACCOUNT NUMBERS	ACCOUNT DESCRIPTION	EXPENDITURES	ENCUMBRANCES	YEAR TO DATE EXPENDITURES	TOTALS	CURRENT MODIFIED BUDGET	UNENCUMBERED BALANCE	BUDGET PERCENT REMAINING
<u>PERSONNEL SERVICES</u>								
580-0010	SUPERVISION	6,807.69	0.00	38,576.91	38,576.91	59,000.00	20,423.09	34.62
580-0020	CLERICAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0060	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0070	FICA	65.80	0.00	559.30	559.30	1,109.00	549.70	49.57
580-0080	TMRS	574.56	0.00	4,304.44	4,304.44	7,638.00	3,333.56	43.64
580-0081	GROUP INSURANCE	456.33	0.00	3,976.24	3,976.24	6,974.00	2,997.76	42.98
580-0083	WORKERS COMPENSATION	0.00	0.00	0.00	0.00	237.00	237.00	100.00
580-0084	UNEMPLOYMENT TAX	0.00	0.00	53.10	53.10	180.00	126.90	70.50
		=====	=====	=====	=====	=====	=====	=====
		7,904.38	0.00	47,469.99	47,469.99	75,138.00	27,668.01	36.82
		=====	=====	=====	=====	=====	=====	=====
<u>GOODS AND SUPPLIES</u>								
580-0101	OFFICE SUPPLIES	0.00	0.00	615.31	615.31	1,000.00	384.69	38.47
580-0102	LOCAL METTINGS	53.06	0.00	221.50	221.50	500.00	278.50	55.70
580-0107	BOOKS & PUBLICATIONS	115.60	0.00	209.20	209.20	600.00	390.80	65.13
580-0108	POSTAGE	21.75	0.00	21.75	21.75	200.00	178.25	89.13
580-0150	MINOR TOOLS & EQUIPM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0180	INFORMATION TECHNOLO	0.00	0.00	0.00	0.00	1,500.00	1,500.00	100.00
		=====	=====	=====	=====	=====	=====	=====
		190.41	0.00	1,067.76	1,067.76	3,800.00	2,732.24	71.90
		=====	=====	=====	=====	=====	=====	=====
<u>MISCELLANEOUS SERVICES</u>								
580-0501	COMMUNICATIONS	60.17	0.00	466.32	466.32	800.00	333.68	41.71
580-0502	LOAN REV EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0513	TRAINING EXPENSE	0.00	0.00	374.00	374.00	1,500.00	1,126.00	75.07
580-0520	INSURANCE	913.00	0.00	913.00	913.00	1,000.00	87.00	8.70
580-0530	PROFESSIONAL SERVICE	108.85	0.00	4,650.56	4,650.56	8,500.00	3,849.44	45.29
580-0534-001	BIRDING MASTER PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-002	LOBBYIST	2,083.33	0.00	16,666.64	16,666.64	25,000.00	8,333.36	33.33
580-0534-003	COMPREHENSIVE PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-004	BEACH MASTER PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-005	REGIONAL MOBILITY AU	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-006	ECONOMIC ACTIVITY IN	0.00	0.00	4,000.00	4,000.00	4,000.00	0.00	0.00
580-0534-010	BAY CLEANUP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-012	AREA MARKETING STUDY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-013	USDA RBEG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-014	I-69 ALLIANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-015	BROWN PROPERTY INTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-016	BIRDING MASTER NON-C	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-017	OTHER PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-018	GULF OF MEXICO NATUR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0534-019	BUSINESS RECRUITMENT	27.00	0.00	28,527.00	28,527.00	35,000.00	6,473.00	18.49







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## SOUTH PADRE ISLAND BIRDING &amp; NATURE CENTER

06/12/17

## Balance Sheet

Accrual Basis

As of May 31, 2017

	May 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
\$BNC Operating 38458	50,397.23
Cash on Hand	
Cash Box	300.00
Kiosk Cash	1,600.00
Register Drawer	500.00
<b>Total Cash on Hand</b>	<b>2,400.00</b>
SPI BNC Donation 38545	15,437.93
SPI BNC MMAcct 38415	4,428.70
<b>Total Checking/Savings</b>	<b>72,663.86</b>
<b>Other Current Assets</b>	
Inventory Asset	44,966.75
<b>Total Other Current Assets</b>	<b>44,966.75</b>
<b>Total Current Assets</b>	<b>117,630.61</b>
<b>Fixed Assets</b>	
Accumulated Depreciation	-27,003.00
Boardwalk	40,750.00
Building Improvement	19,562.01
Furniture and Equipment	10,600.00
Landscape and Grounds	9,000.00
<b>Total Fixed Assets</b>	<b>52,909.01</b>
<b>TOTAL ASSETS</b>	<b>170,539.62</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	17,766.38
<b>Total Accounts Payable</b>	<b>17,766.38</b>
<b>Other Current Liabilities</b>	
Payroll Liabilities	
FIT and FICA-Medicare	4,315.08
<b>Total Payroll Liabilities</b>	<b>4,315.08</b>
Sales Tax Payable	1,162.60
<b>Total Other Current Liabilities</b>	<b>5,477.68</b>
<b>Total Current Liabilities</b>	<b>23,244.06</b>
<b>Long Term Liabilities</b>	
EDC Loan 270101	48,187.66
<b>Total Long Term Liabilities</b>	<b>48,187.66</b>
<b>Total Liabilities</b>	<b>71,431.72</b>
<b>Equity</b>	
<b>Fund Balances</b>	
Board Designated	8,000.00
<b>Total Fund Balances</b>	<b>8,000.00</b>
<b>Unrestricted</b>	<b>70,053.93</b>
<b>Net Income</b>	<b>24,063.07</b>

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06/12/17  
Accrual Basis

**SOUTH PADRE ISLAND BIRDING & NATURE CENTER**  
**Balance Sheet**  
**As of May 31, 2017**

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	<u>May 31, 17</u>
TOTAL LIABILITIES & EQUITY	<u><u>170,539.62</u></u>

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## SOUTH PADRE ISLAND BIRDING &amp; NATURE CENTER

## Profit &amp; Loss Budget vs. Actual

October 2016 through May 2017

06/12/17

Accrual Basis

	Oct '16 - M...	Budget	\$ Over Bu...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>ADMISSIONS INCOME</b>				
DISCOUNT ADMISSIONS	636.00	2,000.00	-1,364.00	31.8%
EXTENDED PASS ADMISSIONS	9,226.25	9,000.00	226.25	102.5%
GENERAL ADMISSIONS	140,677.60	175,000.00	-34,322.40	80.4%
GROUP ADMISSIONS	5,081.00	8,500.00	-3,419.00	59.8%
<b>Total ADMISSIONS INCOME</b>	155,620.85	194,500.00	-38,879.15	80.0%
<b>BUILDING RENTAL INCOME</b>	6,485.00	20,000.00	-13,515.00	32.4%
<b>CONTRIBUTIONS</b>				
<b>DESIGNATED</b>				
JOJO	175.33			
<b>Total DESIGNATED</b>	175.33			
<b>DONATIONS</b>				
HALLOWEEN	0.00	1,000.00	-1,000.00	0.0%
MEMBERSHIP	4,300.00	30,000.00	-25,700.00	14.3%
SPECIAL EVENTS	257.12	5,000.00	-4,742.88	5.1%
SPOONBILL MINI GOLF TOURNAMENT	4,677.02	5,500.00	-822.98	85.0%
W O W E	12,606.72	12,300.00	306.72	102.5%
DONATIONS - Other	8,677.61			
<b>Total DONATIONS</b>	30,518.47	53,800.00	-23,281.53	56.7%
<b>EVENT PARKING</b>	24,096.73	0.00	24,096.73	100.0%
<b>Total CONTRIBUTIONS</b>	54,790.53	53,800.00	990.53	101.8%
<b>GIFT SHOP INCOME</b>				
CONSIGNMENT SALES	2,693.61	5,000.00	-2,306.39	53.9%
GIFT SHOP SALES	93,238.33	125,000.00	-31,761.67	74.6%
VENDING INCOME	23.64	1,000.00	-976.36	2.4%
<b>Total GIFT SHOP INCOME</b>	95,955.58	131,000.00	-35,044.42	73.2%
<b>Gift Shop Sales</b>				
40201 - Gift Shop Sales	0.00			
<b>Total Gift Shop Sales</b>	0.00			
<b>Total Income</b>	312,851.96	399,300.00	-86,448.04	78.4%
<b>Cost of Goods Sold</b>				
<b>COST OF GOODS SOLD</b>				
COST OF GOODS CONSIGNMENT	3,007.60	3,600.00	-592.40	83.5%
COST OF GOODS GIFT SHOP	47,966.93	62,500.00	-14,533.07	76.7%
<b>Total COST OF GOODS SOLD</b>	50,974.53	66,100.00	-15,125.47	77.1%
<b>Total COGS</b>	50,974.53	66,100.00	-15,125.47	77.1%
<b>Gross Profit</b>	261,877.43	333,200.00	-71,322.57	78.6%
<b>Expense</b>				
<b>OPERATIONS EXPENSES</b>				
<b>ADVERTISING &amp; PROMOTION</b>				
BOOTH RENT	0.00	650.00	-650.00	0.0%
GUIDES & DIRECTORIES	2,624.00	2,200.00	424.00	119.3%
PHOTOGRAPHY & VIDEO	0.00	3,800.00	-3,800.00	0.0%
PRINT	2,191.51	3,600.00	-1,408.49	60.9%
SOCIAL & INTERNET	52.39	0.00	52.39	100.0%
<b>Total ADVERTISING &amp; PROMOTION</b>	4,867.90	10,250.00	-5,382.10	47.5%
<b>BANK SERVICE CHARGES</b>	0.00	0.00	0.00	0.0%
<b>CREDIT CARD FEES</b>	11,265.59	10,120.00	1,145.59	111.3%
<b>DUES &amp; SUBSCRIPTIONS</b>	120.00	670.00	-550.00	17.9%
<b>FUNDRAISING &amp; EVENTS</b>				

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## SOUTH PADRE ISLAND BIRDING &amp; NATURE CENTER

## Profit &amp; Loss Budget vs. Actual

October 2016 through May 2017

06/12/17

Accrual Basis

	Oct '16 - M...	Budget	\$ Over Bu...	% of Budget
DESIGNATED REIMBURSEMENTS	0.00	500.00	-500.00	0.0%
GREAT TEXAS BIRDING CLASSIC	0.00	0.00	0.00	0.0%
HALLOWEEN	0.00	750.00	-750.00	0.0%
JOJO	2,457.46	3,000.00	-542.54	81.9%
LETTERS & BROCHURES	275.80	1,000.00	-724.20	27.6%
MONARCH CELEBRATION	0.00	0.00	0.00	0.0%
PHOTOGRAPHY WORKSHOP	0.00	250.00	-250.00	0.0%
PLAQUES & BRICKS	717.50	900.00	-182.50	79.7%
SPECIAL EVENTS	607.14	350.00	257.14	173.5%
SPOONBILL MINI GOLF TOURNAMENT	396.88	500.00	-103.12	79.4%
SUMMER CAMP	0.00	300.00	-300.00	0.0%
W O W E	6,516.83	5,500.00	1,016.83	118.5%
<b>Total FUNDRAISING &amp; EVENTS</b>	<b>10,971.61</b>	<b>13,050.00</b>	<b>-2,078.39</b>	<b>84.1%</b>
GIFT SHOP SUPPLIES	499.55	300.00	199.55	166.5%
INSURANCE				
DIRECTORS & OFFICERS	633.00	0.00	633.00	100.0%
HEALTH	749.70	0.00	749.70	100.0%
WORKERS COMPENSATION	2,305.60	0.00	2,305.60	100.0%
INSURANCE - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total INSURANCE</b>	<b>3,688.30</b>	<b>6,000.00</b>	<b>-2,311.70</b>	<b>61.5%</b>
LEGAL & PROFESSIONAL	5,192.50	8,400.00	-3,207.50	61.8%
LOAN EXPENSE	1,575.64	2,810.00	-1,234.36	56.1%
LOCAL MEETINGS				
MEALS & SNACKS	346.60	200.00	146.60	173.3%
VOLUNTEER APPRECIATION	299.00	600.00	-301.00	49.8%
<b>Total LOCAL MEETINGS</b>	<b>645.60</b>	<b>800.00</b>	<b>-154.40</b>	<b>80.7%</b>
MAINTENANCE & REPAIRS				
BUILDING	7,776.61	5,000.00	2,776.61	155.5%
GROUNDS	5,250.55	3,000.00	2,250.55	175.0%
<b>Total MAINTENANCE &amp; REPAIRS</b>	<b>13,027.16</b>	<b>8,000.00</b>	<b>5,027.16</b>	<b>162.8%</b>
OFFICE & PRINTING	933.34	1,200.00	-266.66	77.8%
PAYROLL SERVICE	469.04	700.00	-230.96	67.0%
POSTAGE & FREIGHT	514.60	500.00	14.60	102.9%
SOFTWARE	791.33	500.00	291.33	158.3%
SUPPLIES	2,665.68	4,000.00	-1,334.32	66.6%
TRAINING				
ANCA	0.00	0.00	0.00	0.0%
TMN	0.00	0.00	0.00	0.0%
TRAINING - Other	0.00	300.00	-300.00	0.0%
<b>Total TRAINING</b>	<b>0.00</b>	<b>300.00</b>	<b>-300.00</b>	<b>0.0%</b>
TRAVEL	2,379.79	2,000.00	379.79	119.0%
<b>Total OPERATIONS EXPENSES</b>	<b>59,607.63</b>	<b>69,600.00</b>	<b>-9,992.37</b>	<b>85.6%</b>
POS Inventory Adjustments	0.00			
RENT	10.00			
SALARIES AND TAXES				
GIFT SHOP ATTENDANTS	18,075.91	32,760.00	-14,684.09	55.2%
JANITOR	9,415.20	13,000.00	-3,584.80	72.4%
MAINTENANCE	17,468.75	26,000.00	-8,531.25	67.2%
MANAGER	29,438.92	45,000.00	-15,561.08	65.4%
NATURALIST	20,923.09	32,000.00	-11,076.91	65.4%
PAYROLL TAXES	7,292.14	11,400.00	-4,107.86	64.0%
<b>Total SALARIES AND TAXES</b>	<b>102,614.01</b>	<b>160,160.00</b>	<b>-57,545.99</b>	<b>64.1%</b>
SERVICE CONTRACTS				
AIR CONDITIONING	2,790.00	3,900.00	-1,110.00	71.5%
BACKGROUND CHECKS	20.00	110.00	-90.00	18.2%



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## SOUTH PADRE ISLAND BIRDING &amp; NATURE CENTER

## Profit &amp; Loss Budget vs. Actual

06/12/17

Accrual Basis

October 2016 through May 2017

	Oct '16 - M...	Budget	\$ Over Bu...	% of Budget
CLEANING SUPPLIES	2,188.75	2,800.00	-611.25	78.2%
DRINKING WATER	373.64	600.00	-226.36	62.3%
EBIRD TRAIL TRACKER	650.00	650.00	0.00	100.0%
ELEVATOR	0.00	0.00	0.00	0.0%
INFORMATION TECHNOLOGY				
COMPUTER COPIER	15,163.55	19,500.00	-4,336.45	77.8%
KIOSK	590.62	0.00	590.62	100.0%
<b>Total INFORMATION TECHNOLOGY</b>	<b>15,754.17</b>	<b>19,500.00</b>	<b>-3,745.83</b>	<b>80.8%</b>
KIOSK LEASE PURCHASE	5,484.11	6,920.00	-1,435.89	79.3%
LAWN & GROUNDS	0.00	0.00	0.00	0.0%
LINENS MOPS MATS	0.00	0.00	0.00	0.0%
PEST CONTROL	624.00	940.00	-316.00	66.4%
SECURITY	2,227.88	2,470.00	-242.12	90.2%
TELEPHONE & INTERNET				
ATT EMERGENCY LINES	1,633.09	2,690.00	-1,056.91	60.7%
ATT INTERNET	11,161.81	10,080.00	1,081.81	110.7%
ATT VOICE	2,090.36	4,480.00	-2,389.64	46.7%
<b>Total TELEPHONE &amp; INTERNET</b>	<b>14,885.26</b>	<b>17,250.00</b>	<b>-2,364.74</b>	<b>86.3%</b>
WEBSITE & CLOUD	512.12	1,000.00	-487.88	51.2%
<b>Total SERVICE CONTRACTS</b>	<b>45,509.93</b>	<b>56,140.00</b>	<b>-10,630.07</b>	<b>81.1%</b>
UTILITIES				
ELECTRICITY	13,294.75	26,400.00	-13,105.25	50.4%
TRASH	786.44	1,400.00	-613.56	56.2%
WATER / SEWER	13,415.11	19,500.00	-6,084.89	68.8%
<b>Total UTILITIES</b>	<b>27,496.30</b>	<b>47,300.00</b>	<b>-19,803.70</b>	<b>58.1%</b>
<b>Total Expense</b>	<b>235,237.87</b>	<b>333,200.00</b>	<b>-97,962.13</b>	<b>70.6%</b>
Net Ordinary Income	26,639.56	0.00	26,639.56	100.0%
Other Income/Expense				
Other Income				
INTEREST INCOME	4.41			
<b>Total Other Income</b>	<b>4.41</b>			
Other Expense				
Balancing Adjustments	0.00			
DEPRECIATION	5,590.00			
<b>Total Other Expense</b>	<b>5,590.00</b>			
Net Other Income	-5,585.59			
Net Income	<b>21,053.97</b>	<b>0.00</b>	<b>21,053.97</b>	<b>100.0%</b>

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06/12/17

Accrual Basis

**SOUTH PADRE ISLAND BIRDING & NATURE CENTER**  
**Profit & Loss Prev Year Comparison**  
**October 2016 through May 2017**

	Oct '16 - ...	Oct '15 - ...	\$ Change	% Chan...
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>ADMISSIONS INCOME</b>				
DISCOUNT ADMISSIONS	636.00	1,200.99	-564.99	-47.0%
EXTENDED PASS ADMISSIONS	9,226.25	7,745.00	1,481.25	19.1%
GENERAL ADMISSIONS	140,677.60	120,720.21	19,957.39	16.5%
GROUP ADMISSIONS	5,081.00	6,606.00	-1,525.00	-23.1%
<b>Total ADMISSIONS INCOME</b>	155,620.85	136,272.20	19,348.65	14.2%
<b>BUILDING RENTAL INCOME</b>	6,485.00	13,268.00	-6,783.00	-51.1%
<b>CONTRIBUTIONS</b>				
<b>DESIGNATED</b>				
JOJO	175.33	0.00	175.33	100.0%
<b>Total DESIGNATED</b>	175.33	0.00	175.33	100.0%
<b>DONATIONS</b>				
HALLOWEEN	0.00	800.00	-800.00	-100.0%
MEMBERSHIP	4,300.00	0.00	4,300.00	100.0%
SPECIAL EVENTS	257.12	1,423.00	-1,165.88	-81.9%
SPOONBILL MINI GOLF TOURNAMENT	4,677.02	0.00	4,677.02	100.0%
W O W E	12,606.72	3,500.00	9,106.72	260.2%
DONATIONS - Other	8,677.61	25,273.69	-16,596.08	-65.7%
<b>Total DONATIONS</b>	30,518.47	30,996.69	-478.22	-1.5%
<b>EVENT PARKING</b>	24,096.73	6,425.00	17,671.73	275.1%
<b>Total CONTRIBUTIONS</b>	54,790.53	37,421.69	17,368.84	46.4%
<b>GIFT SHOP INCOME</b>				
CONSIGNMENT SALES	2,693.61	3,881.60	-1,187.99	-30.6%
GIFT SHOP SALES	93,238.33	97,466.31	-4,227.98	-4.3%
VENDING INCOME	23.64	880.33	-856.69	-97.3%
<b>Total GIFT SHOP INCOME</b>	95,955.58	102,228.24	-6,272.66	-6.1%
<b>Gift Shop Sales</b>				
40201 - Gift Shop Sales	0.00	0.00	0.00	0.0%
<b>Total Gift Shop Sales</b>	0.00	0.00	0.00	0.0%
<b>Service Sales</b>	0.00	0.00	0.00	0.0%
<b>Total Income</b>	312,851.96	289,190.13	23,661.83	8.2%
<b>Cost of Goods Sold</b>				
<b>COST OF GOODS SOLD</b>				
COST OF GOODS CONSIGNMENT	3,007.60	3,231.29	-223.69	-6.9%
COST OF GOODS GIFT SHOP	47,966.93	48,631.96	-665.03	-1.4%
<b>Total COST OF GOODS SOLD</b>	50,974.53	51,863.25	-888.72	-1.7%
<b>RETURNS, ALLOWANCES, BAD DEBTS</b>	0.00	2.17	-2.17	-100.0%
<b>Total COGS</b>	50,974.53	51,865.42	-890.89	-1.7%
<b>Gross Profit</b>	261,877.43	237,324.71	24,552.72	10.4%
<b>Expense</b>				
<b>OPERATIONS EXPENSES</b>				
<b>ADVERTISING &amp; PROMOTION</b>				
BOOTH RENT	0.00	500.00	-500.00	-100.0%
GUIDES & DIRECTORIES	2,624.00	2,458.34	165.66	6.7%
PHOTOGRAPHY & VIDEO	0.00	200.00	-200.00	-100.0%
PRINT	2,191.51	3,088.68	-897.17	-29.1%
SOCIAL & INTERNET	52.39	0.00	52.39	100.0%
<b>Total ADVERTISING &amp; PROMOTION</b>	4,867.90	6,247.02	-1,379.12	-22.1%

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06/12/17

Accrual Basis

**SOUTH PADRE ISLAND BIRDING & NATURE CENTER**  
**Profit & Loss Prev Year Comparison**  
**October 2016 through May 2017**

	Oct '16 - ...	Oct '15 - ...	\$ Change	% Chan...
BANK SERVICE CHARGES	0.00	0.00	0.00	0.0%
CREDIT CARD FEES	11,265.59	8,648.79	2,616.80	30.3%
DUES & SUBSCRIPTIONS	120.00	35.00	85.00	242.9%
<b>FUNDRAISING &amp; EVENTS</b>				
HALLOWEEN	0.00	19.00	-19.00	-100.0%
JOJO	2,457.46	535.36	1,922.10	359.0%
LETTERS & BROCHURES	275.80	517.24	-241.44	-46.7%
PHOTOGRAPHY WORKSHOP	0.00	120.00	-120.00	-100.0%
PLAQUES & BRICKS	717.50	547.00	170.50	31.2%
SPECIAL EVENTS	607.14	1,416.22	-809.08	-57.1%
SPOONBILL MINI GOLF TOURNAMENT	396.88	442.52	-45.64	-10.3%
SUMMER CAMP	0.00	76.90	-76.90	-100.0%
W O W E	6,516.83	4,114.85	2,401.98	58.4%
<b>Total FUNDRAISING &amp; EVENTS</b>	10,971.61	7,789.09	3,182.52	40.9%
<b>GIFT SHOP SUPPLIES</b>	499.55	95.91	403.64	420.9%
<b>INSURANCE</b>				
DIRECTORS & OFFICERS	633.00	0.00	633.00	100.0%
HEALTH	749.70	0.00	749.70	100.0%
WORKERS COMPENSATION	2,305.60	0.00	2,305.60	100.0%
INSURANCE - Other	0.00	3,745.00	-3,745.00	-100.0%
<b>Total INSURANCE</b>	3,688.30	3,745.00	-56.70	-1.5%
<b>LEGAL &amp; PROFESSIONAL</b>	5,192.50	5,757.50	-565.00	-9.8%
<b>LOAN EXPENSE</b>	1,575.64	1,489.22	86.42	5.8%
<b>LOCAL MEETINGS</b>				
MEALS & SNACKS	346.60	309.82	36.78	11.9%
VOLUNTEER APPRECIATION	299.00	398.75	-99.75	-25.0%
<b>Total LOCAL MEETINGS</b>	645.60	708.57	-62.97	-8.9%
<b>MAINTENANCE &amp; REPAIRS</b>				
BUILDING	7,776.61	4,126.47	3,650.14	88.5%
<b>GROUND</b>				
HABITAT/CATTAIL MAINTENANCE	0.00	720.00	-720.00	-100.0%
<b>GROUND</b> - Other	5,250.55	1,127.46	4,123.09	365.7%
<b>Total GROUND</b>	5,250.55	1,847.46	3,403.09	184.2%
<b>Total MAINTENANCE &amp; REPAIRS</b>	13,027.16	5,973.93	7,053.23	118.1%
<b>OFFICE &amp; PRINTING</b>	933.34	1,048.81	-115.47	-11.0%
<b>PAYROLL SERVICE</b>	469.04	454.13	14.91	3.3%
<b>POSTAGE &amp; FREIGHT</b>	514.60	367.73	146.87	39.9%
<b>SOFTWARE</b>	791.33	1,252.95	-461.62	-36.8%
<b>SUPPLIES</b>	2,665.68	2,201.00	464.68	21.1%
<b>TRAINING</b>	0.00	300.00	-300.00	-100.0%
<b>TRAVEL</b>	2,379.79	1,391.52	988.27	71.0%
<b>Total OPERATIONS EXPENSES</b>	59,607.63	47,506.17	12,101.46	25.5%
<b>POS Inventory Adjustments</b>	0.00	0.00	0.00	0.0%
<b>RENT</b>	10.00	0.00	10.00	100.0%
<b>SALARIES AND BENEFITS</b>				
GIFT SHOP ATTENDANTS	2,240.74	0.00	2,240.74	100.0%
JANITOR	1,344.00	0.00	1,344.00	100.0%
MAINTENANCE	2,000.00	0.00	2,000.00	100.0%
MANAGER	3,461.54	0.00	3,461.54	100.0%
NATURALIST	2,461.54	0.00	2,461.54	100.0%
PAYROLL TAXES	880.34	0.00	880.34	100.0%
<b>Total SALARIES AND BENEFITS</b>	12,388.16	0.00	12,388.16	100.0%
<b>SALARIES AND TAXES</b>				
GIFT SHOP ATTENDANTS	15,835.17	19,661.99	-3,826.82	-19.5%
JANITOR	8,071.20	12,655.73	-4,584.53	-36.2%

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## SOUTH PADRE ISLAND BIRDING &amp; NATURE CENTER

## Profit &amp; Loss Prev Year Comparison

October 2016 through May 2017

06/12/17

Accrual Basis

	Oct '16 - ...	Oct '15 - ...	\$ Change	% Chan...
MAINTENANCE	15,468.75	12,068.90	3,399.85	28.2%
MANAGER	25,977.38	28,769.16	-2,791.78	-9.7%
NATURALIST	18,461.55	0.00	18,461.55	100.0%
PAYROLL TAXES	6,411.80	5,596.40	815.40	14.6%
<b>Total SALARIES AND TAXES</b>	<b>90,225.85</b>	<b>78,752.18</b>	<b>11,473.67</b>	<b>14.6%</b>
<b>SERVICE CONTRACTS</b>				
AIR CONDITIONING	2,790.00	2,888.29	-98.29	-3.4%
BACKGROUND CHECKS	20.00	33.75	-13.75	-40.7%
CLEANING SUPPLIES	2,188.75	2,112.78	75.97	3.6%
DRINKING WATER	373.64	455.50	-81.86	-18.0%
EBIRD TRAIL TRACKER	650.00	0.00	650.00	100.0%
<b>INFORMATION TECHNOLOGY</b>				
COMPUTER COPIER	15,163.55	14,499.12	664.43	4.6%
KIOSK	590.62	0.00	590.62	100.0%
<b>Total INFORMATION TECHNOLOGY</b>	<b>15,754.17</b>	<b>14,499.12</b>	<b>1,255.05</b>	<b>8.7%</b>
KIOSK LEASE PURCHASE	5,484.11	5,188.80	295.31	5.7%
LAWN & GROUNDS	0.00	8,331.96	-8,331.96	-100.0%
PEST CONTROL	624.00	624.00	0.00	0.0%
SECURITY	2,227.88	1,636.99	590.89	36.1%
<b>TELEPHONE &amp; INTERNET</b>				
ATT EMERGENCY LINES	1,633.09	1,816.23	-183.14	-10.1%
ATT INTERNET	11,161.81	7,154.28	4,007.53	56.0%
ATT VOICE	2,090.36	3,351.95	-1,261.59	-37.6%
<b>Total TELEPHONE &amp; INTERNET</b>	<b>14,885.26</b>	<b>12,322.46</b>	<b>2,562.80</b>	<b>20.8%</b>
<b>WEBSITE &amp; CLOUD</b>	<b>512.12</b>	<b>304.22</b>	<b>207.90</b>	<b>68.3%</b>
<b>Total SERVICE CONTRACTS</b>	<b>45,509.93</b>	<b>48,397.87</b>	<b>-2,887.94</b>	<b>-6.0%</b>
<b>UTILITIES</b>				
ELECTRICITY	13,294.75	14,685.33	-1,390.58	-9.5%
TRASH	786.44	731.36	55.08	7.5%
WATER / SEWER	13,415.11	14,127.95	-712.84	-5.1%
<b>Total UTILITIES</b>	<b>27,496.30</b>	<b>29,544.64</b>	<b>-2,048.34</b>	<b>-6.9%</b>
<b>Total Expense</b>	<b>235,237.87</b>	<b>204,200.86</b>	<b>31,037.01</b>	<b>15.2%</b>
<b>Net Ordinary Income</b>	<b>26,639.56</b>	<b>33,123.85</b>	<b>-6,484.29</b>	<b>-19.6%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
EDC ADVANCE	0.00	9,100.00	-9,100.00	-100.0%
INTEREST INCOME	4.41	4.43	-0.02	-0.5%
<b>Total Other Income</b>	<b>4.41</b>	<b>9,104.43</b>	<b>-9,100.02</b>	<b>-100.0%</b>
<b>Other Expense</b>				
Balancing Adjustments	0.00	0.00	0.00	0.0%
DEPRECIATION	5,590.00	6,039.00	-449.00	-7.4%
<b>Total Other Expense</b>	<b>5,590.00</b>	<b>6,039.00</b>	<b>-449.00</b>	<b>-7.4%</b>
<b>Net Other Income</b>	<b>-5,585.59</b>	<b>3,065.43</b>	<b>-8,651.02</b>	<b>-282.2%</b>
<b>Net Income</b>	<b>21,053.97</b>	<b>36,189.28</b>	<b>-15,135.31</b>	<b>-41.8%</b>

**South Padre Island Birding and Nature Center  
Monthly Directors Report  
May 2017**

**Visitors:**

<u>Paid entrances (kiosk): 3,087</u>	<u>Revenue generated: \$16,401.00</u>
<u>Paid entrances (Gift Shop): 925</u>	<u>Revenue generated: \$4,757.50.00</u>
Annual Pass Holder Admissions: 18	
Annual Passes sold: 16	Complimentary: 3
<i>Ramada: 31</i>	<i>Hilton Garden Inn: 0</i>
<i>The Inn at South Padre: 0</i>	<i>Super 8: 0</i>

**Volunteers:**

Number of active volunteers: 35 and 9 winter Texans.  
New Volunteers needed: Saturday afternoon  
Total volunteer hours: 224 at the information desk.  
*4 Interns – 32 hours a week /128 total*  
*Guides: 14*  
*Phillip: 60*

**Maintenance:**

Expense over monthly budget: No Monthly Budget, Yearly Budget is \$8,000.00

Notes:

Ace hardware, misc. supplies: \$144.66  
Faucets: \$255.00/\$274.70

Gift Shop:

Total revenue for month: \$6,708.92  
Inventory assessment: \$43,871.26

Projected inventory needed: We are stocked up with T-shirts, Books and stuffed animals

Rental/Event Booking

Event type: Laura Cabrera Cermony May 27, 2017  
Sandcastle HOA – May 20<sup>th</sup>  
A&M Alumni and Donors for Agriculture/Life Science June 1, 2017

El Paseo Arts open house June 8th  
Anca Staff Retreat, June 2 (our staff attended)  
24 wedding phone calls/emails- no bookings

Upcoming Events:

Mathers/Overlay rehearsal dinner, June 23- Did final site visit with numerous phone calls and emails  
Rotary Club of Port Isabel installation dinner, June 29<sup>th</sup>- they donated \$300.00 for WOVE

Current Programs:

Bird walks Monday, Tuesday, Friday 9:30-11am.

Upcoming Programs:

Summer nature camp June 26 -29 from 9am – 1pm \$100.00 per child, ages 7-12.  
So far we have 6 signed up and paid for. Pending another 2 – they left application, but no deposit.  
Photo Calendar Contest- See information in packet.

Marketing/Advertising:

Local: Submitted Bird walks to parade and the coastal current.  
Ads: Summer Camp/Bird Walks/Photo Contest on FB, Instagram, Twitter  
Amazon Smile flier posted for June on all social media sites

Outreach/Contacts:

Meetings Attended:  
ANCA-RGV work shop June 1.  
We are now register with UTRGV Career Connection (for interns)

Other:

Extended Hours: May/6 – May 31

25 AM Visitors

10 Pass Holders

89 PM Visitors

2 Pass Holders

Gift Shop Sales \$170.50

**May 2016 Grand Total**

<i>Number of Visitors</i>	<i>3,935</i>
Admissions	\$19,155.00
Donations	\$268.00
Donation Jar	\$489.00
Outside Donation Box	\$128.00
Facility Rental	\$1,150.00
Parking	\$1,050.
Gift Shop	\$5,384.83
Special Events	\$1,083.00
<b>Total Sales</b>	<b>\$28,707.83</b>

**May 2017 Grand Totals**

<i>Number of Visitors</i>	<i>4,012</i>
Admissions	\$21,158.50
Donations	\$3,353.00
Donation Jar	\$621.00
Outside Donation Box	\$77.00
Facility Rental	\$1,185.00
Parking	\$0
Gift Shop	\$6,708.92
Special Events	\$250.00
<b>Total Sales</b>	<b>\$33,353.42</b>

## EDC Budget for Fiscal Year 2017-18

	Budget Approved for 2016-17	YTD as of 4/30/17	Increase/Decrease	Budget Approved for 2017-18	
<b><u>REVENUE</u></b>					
Sales tax	\$ 770,000	\$ 429,347	-	\$ 770,000	
Revolving Loan Revenue(Principal)	10,693	7,081	435	11,128	BNC Loan - Principal
Interest Revenue (BNC Loan)	2,083	3,045	(436)	1,647	BNC Loan - Interest
Miscellaneous Revenue	-	10	10	10	
Total Revenue	782,776	439,483		782,785	
<b><u>EXPENSES</u></b>					
<b><u>ADMINISTRATIVE - EDC</u></b>					
Salary	\$ 59,000	\$ 38,577		\$ 59,000	
Medicare	1,109	559		1,109	
Group insurance	6,974	3,976	(143)	6,831	
Retirement	7,638	4,304	4	7,642	
Workers compensation	237	-	(78)	159	
Unemployment Tax	180	53	(43)	137	
<b>TOTAL ADMINISTRATIVE- EDC</b>	<b>75,138</b>	<b>47,469</b>	<b>(260)</b>	<b>74,878</b>	
<b><u>OPERATING - EDC</u></b>					
Office supplies	1,000	615		1,000	
Local meetings	500	222		500	Business lunches, meeting supplies
Books, publications	600	209		600	Nielsen Demographics, PI Press, Valley Star
Postage	200	22		200	Stamps, Shipping Charges (UPS, Lone Star)
Information Technology	1,500	-		1,500	Printer, IT equipment, accessories
Communication	800	466		800	Fax line
Training	1,500	374		1,500	TEDC, Seminars, Webinars
Insurance	1,000	913		1,000	D&O Liability
Professional services					
Legal	2,000			2,000	
Web	3,000			3,000	Annual fees for Website and software
Audit/Other	3,500			3,500	Reimburse City for Audit and Bank Services
Total Professional Svcs.	<b>8,500</b>	4,651		<b>8,500</b>	Total of Lines 29-31
Advertising	3,500	1,602		3,500	Chamber, Classifieds, RGV Partnership
Travel	5,000	1,210	(2,000)	3,000	TEDC, Sales tax training, Mileage
Promotions	3,000	1,625		3,000	Marketing, Sponsorships
Dues & Memberships	1,000	600		1,000	TEDC, RGV Partnership, Texas Downtown Assoc
<b>TOTAL OPERATING- EDC</b>	<b>\$ 27,100</b>	<b>12,509</b>	<b>(2,000)</b>	<b>\$ 25,100</b>	



	Budget Approved for 2016-2017	YTD as of 4/30/17	Increase/Decrease	Budget Approved for 2017-2018	Notes
<b><u>BIRDING CENTER -EXPENSES</u></b>					
Insurance	\$ 43,000	\$ 39,815		\$ 43,000	TWIA, Flood, Liability
Building Maintenance	25,000	18,782		25,000	Elevator Service Agmt \$1,100 quarterly
Habitat Maintenance	27,000	27,000	(7,000)	20,000	Cattail Removal/Pond Restoration
Cash Advances	20,000	-		20,000	BNC Revenue shortfalls
<b>BIRDING CENTER EXPENSES</b>	<b>\$ 115,000</b>	<b>\$ 85,597</b>	<b>-</b>	<b>\$ 108,000</b>	
<b>TRANSFER TO DEBT SERVICE</b>	<b>394,031</b>	<b>229,851</b>	<b>2,819</b>	<b>396,850</b>	Bond payment for BNC
<b>TOTAL ADMIN., OPER., &amp; TFRS</b>	<b>611,269</b>	<b>375,426</b>		<b>604,828</b>	
<b><u>PROJECTS</u></b>					
Lobbyist	25,000	14,583		25,000	
Economic Consulting	4,000	4,000		4,000	Dr. Malki Annual Economic Index Report
Business Development	35,000	28,500	25,000	60,000	Kauffman Entrepreneur, SandDollars for Success
Gulf of Mexico Nature Center	-	-		-	
Façade Improvement Program	107,487	19,534	25,000	25,000	
Designated projects	171,487	66,617	(43,530)	63,957	Grants, Other Projects
<b>TOTAL PROJECTS</b>	<b>171,487</b>	<b>66,617</b>		<b>177,957</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 782,756</b>	<b>\$ 442,043</b>		<b>\$ 782,785</b>	

**2016-17 BUDGET REMAINING REGARDING EDC PROJECTS**

Balance as of May 31, 2017

9178	DESIGNATED PROJECTS	\$	86,953.00
	Pending Expenses that have been approved:		
	Economic Impact Study of BNC	\$ 6,400.00	\$ 80,553.00
	Visitation Statistics Updated (1/2 with CVB)	\$ 1,500.00	\$ 79,053.00
	Façade Improvement Grant Program	\$ 25,000.00	<b>\$ 54,053.00</b>
14-019	BUSINESS RECRUITMENT & DEVELOPMENT	\$	6,473.00
	Pending Expenses:		
	Kauffman Scholarships (Fall 2017 class)	\$3,500.00	<b>\$ 2,973.00</b>

\*\$60,000 pledge to Sea Turtle from Fund Balance (Reserves) pending signed easement agreement and with approval from City Council. Balance as of 5/31/17 is \$ 834,125

**South Padre Island Birding Center**

**PROPOSAL** for services related to

Conceptual Development Plan for an Aquarium and related visitor oriented activities for the South Padre Island Birding Center

2/14/2017

Richter Architects propose to provide to the South Padre Island Economic Development Commission architectural and planning services as outlined below for the purpose of designing site development concepts for an Aquarium and related, predominantly outdoor visitor amenities. General construction scope is assumed to be within a \$2m-\$4m range. Anticipated levels of effort are defined as follows.

	Principal \$165	Project Manager \$125	Architectural Intern \$95	Administrative \$65	TOTAL
Kick-off meeting / programming concepts (on site)	9	9			\$2,610
Digital mass model of existing buildings and site		4	8		\$1,260
Sketches and alternative concepts	8	8			\$2,320
Client review and charrette (on site)	9	9			\$2,610
Revise concepts and sketches	4	16			\$2,660
Digital mass model of new concepts	4	16	24		\$4,940
Renderings	2		24		\$2,610
Narratives and report preparation	4	2	4	4	\$1,550
Notes, correspondence, administration		4		4	\$760
Cost estimate	2	6			\$1,080
Presentation (on site)	9	9			\$2,610
<b>TOTAL LABOR</b>	<b>42</b>	<b>70</b>	<b>52</b>	<b>8</b>	<b>\$25,010</b>
Printing					\$75
<b>TOTAL</b>					<b>\$25,085</b>

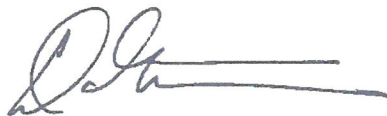
Services include two on site working meetings and one presentation meeting. Deliverables include a digital (Revit) mass model (limited detail) of the existing buildings; a digital (Revit) mass model of proposed development concepts and site design, three to five renderings showing the key elements of the proposed development concept, summary narratives describing strategies and concepts, and a cost estimate.

Services do not include schematic design for the initial projects or other site features or amenities included in the concept development plan.

Compensation will be at a fixed fee of Twenty-five Thousand Dollars (\$25,000), payable on completion.

Respectfully Submitted:

Accepted:



David Richter, FAIA  
President, Richter Architects