

**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, March 27th, 2018 at 9:00 a.m.** at the Paul Y. Cunningham Jr. Municipal Building, in the Joyce H. Adams Board Room, 2nd floor, 4601 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 February 20, 2018**
 - 4b. **Financial Report for EDC- February 2018**
 - 4c. **Approve the Financial Report for the Birding & Nature Center- February 2018**
 - 4d. **Manager's Report for the Birding & Nature Center – February 2018**
5. **Discussion and action to approve the request from the Birding and Nature Center Board to apply for a beer and wine permit from TABC**
6. **Discussion and action to approve the proposal in the amount of \$15,700 from Aaron Economic Consulting for the Economic Development Chapter of the City's Comprehensive Plan**
7. **Discussion regarding amending the time line in the Sand Dollars for Success Grant guidelines and procedures for the applicants oral presentations**


8. **Update regarding the Strategic Plan for the Executive Director and the Board of Directors and discussion regarding a workshop to update the Strategic Plan**
9. **Pursuant to TEXAS GOVERNMENT CODE, Section 551.087, Deliberations regarding economic development: an EXECUTIVE SESSION will be held to discuss:**
 - a. **Economic development venture associated with cruise lines**
10. **Discussion and action regarding an economic development venture associated with cruise lines**
11. **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, 551.087 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 23rd day of March, 2018

SEAL



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.

4.

DRAFT

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

MINUTES
Regular Meeting
February 20, 2018

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, February 20th 2018, at the City Hall, Joyce H. Adams Board Room, 2nd floor, 4601 Padre Blvd., South Padre Island, Texas. Vice-President Mickey Furcron called the meeting to order at 9:00 a.m. Other Board members present were Secretary/Treasurer Thomas Bainter, and Directors Jerry Pace, Theresa Metty, and Susan Guthrie. Also present were Executive Director Darla Lapeyre, SPI Birding and Nature Center President Lynne Tate and Manager Cristin Howard, Dr. Mostafa Malki from Aaron Economic Consulting, and David Richter and Stephen Cox from Richter Architects.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no public comments or announcements.

4. APPROVE THE CONSENT AGENDA

- 4a. Approve the Minutes from Regular Meeting of January 16, 2018**
- 4b. Financial Report for EDC-January 2018**
- 4c. Approve the Financial Report for the Birding and Nature Center – January 2018**
- 4d. Manager’s Report for the Birding and Nature Center January 2018**

Upon a motion from Theresa Metty and a second by Jerry Pace, the consent agenda was unanimously approved.

5. PRESENTATION FROM DR. MOSTAFA MALKI WITH AARON ECONOMIC CONSULTING REGARDING THE ECONOMIC IMPACT OF THE RGV REEF PROJECT

Dr. Malki gave a PowerPoint presentation regarding his study of the economic impact of the RGV Reef project.

6. PRESENTATION FROM DAVID RICHTER WITH RICHTER ARCHITECTS REGARDING THE SCHEMATIC DESIGN FOR A MARINE LIFE CENTER AND PRELIMINARY COST ESTIMATE FOR THE PROJECT

Architect David Richter gave a presentation regarding the schematic design for the Marine Life Center project.

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

Birding and Nature Center President Lynne Tate gave an update regarding the operations at the Center.

8. DISCUSSION AND ACTION TO ACCEPT THE RESIGNATION OF BOARD MEMBER DAN SEITZ

Upon a motion by Jerry Pace and a second from Thomas Bainter the Board unanimously accepted the resignation of Board member Dan Seitz.

9. UPDATE REGARDING THE STATUS OF THE STRATEGIC PLAN GOALS FOR THE EXECUTIVE DIRECTOR AND BOARD OF DIRECTORS AND DISCUSSION REGARDING A WORKSHOP TO UPDATE THE STRATEGIC PLAN

Ms. Lapeyre reviewed the progress made on the Strategic Plan Goals for the monthly period. In regards to a workshop to develop the strategic plan for the coming year, Susan Guthrie suggested it be done in conjunction with the City's Comprehensive Plan process.

10. Pursuant to TEXAS GOVERNMENT CODE, SECTION 551.074, Personnel Matters: an EXECUTIVE SESSION will be held to discuss the evaluation of the Executive Director

At 10:45 a.m. the Board went into Executive Session to discuss the evaluation of the Executive Director. The Board returned to open session at 11:15 a.m.

11. DISCUSSION AND ACTION REGARDING THE EVALUATION OF THE EXECUTIVE DIRECTOR

No formal action was taken.

12. ADJOURNMENT

There being no further business the meeting was adjourned at 11:18 a.m.

SEAL

Darla Lapeyre
Executive Director

APPROVED:

Mickey Furcron
Vice-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: March 20, 2018
Re: February 28, 2018 Operating Statement

The February 28, 2018 Operating Statement for the South Padre Island Economic Development Corporation as well as the Balance Sheet as of February 28, 2018 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 January tax collections sent to the State of Texas in February and distributed to local governments in March. This March allocation payment is accrued for financial statement presentation purposes in the February operating statement.

Please contact me at 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
February 28, 2018/2017**

Assets	2018	2017
Cash and cash equivalents	\$ 777,747	\$ 775,908
Receivables - Sales Tax	47,606	40,590
Revolving Loan Receivable	41,660	52,531
Due From General Fund	-	-
Miscellaneous Receivables	-	-
Prepaid Expenses	-	-
TOTAL ASSETS	\$ 867,013	\$ 869,029

Liabilities and Fund Balances		
Deferred Revenue	\$ 41,660	\$ 52,531
Accounts Payable	-	-
Sales Tax Payable	-	-
Payroll Taxes Payable	-	-
Wages Payable	-	-
Due to General Fund	-	-
Reserved for Encumbrances	-	-
Other liabilities	318	318
Total Liabilities	41,978	52,849
Fund Balance	825,035	816,180
Total Liabilities and Fund Balance	\$ 867,013	\$ 869,029

City of South Padre Island
Economic Development Corporation
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
February 28, 2018/2017

	2018		2017
	Budget	Actual	Actual
<u>REVENUES</u>			
Sales Tax	\$ 770,000	\$ 238,675	\$ 229,404
Revolving Loan Revenue	11,128	4,583	4,403
Grant Revenue	-	-	-
Interest Revenue	1,647	3,922	1,939
BNC Expense Reimbursement	-	-	-
Miscellaneous Revenues	10	-	10
Total Revenue	782,785	247,180	\$ 235,756
<u>EXPENDITURES</u>			
General Administrative Expenses	774,785	313,124	239,065
BNC Cash Advances	20,000	-	-
Birding Center Expenses	88,000	44,627	56,939
Total Expenditures	882,785	357,751	\$296,004
Excess (Deficiency) of Revenues Over (Under) Expenditures	(100,000)	(110,571)	\$ (60,248)
Fund balance - beginning	935,606	935,606	876,428
Fund balance - ending	\$ 835,606	\$ 825,035	\$ 816,180

PERIOD ENDING: FEBRUARY 28TH, 2018

THE CITY OF SOUTH PADRE ISLAND

PAGE: 2

FUND : 80 - ECONOMIC DEVELOPMENT CORP

SCHEDULE OF BUDGETED, ACTUAL AND ENCUMBERED EXPENDITURES

DEPARTMENT : DEPT 580 - EDC

NOTATION :

ACCOUNT NUMBERS	ACCOUNT DESCRIPTION	-- MONTH -- -----		YEAR TO DATE -----		CURRENT	UNENCUMBERED	BUDGET
		EXPENDITURES	ENCUMBRANCES	EXPENDITURES	TOTALS	MODIFIED BUDGET	BALANCE	PERCENT REMAINING
580-0534-020	BNC LANDSCAPING PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0540	ADVERTISING	570.00	0.00	2,221.50	2,221.50	3,500.00	1,278.50	36.53
580-0550	TRAVEL	69.22	0.00	1,381.24	1,381.24	6,000.00	4,618.76	76.98
580-0551	DUES & MEMBERSHIPS	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100.00
580-0555	PROMOTIONS	0.00	0.00	2,049.00	2,049.00	3,000.00	951.00	31.70
580-0560	RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0576	BEACH RENOURISHMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0580	INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-0599	PROMOTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		833.44	0.00	11,007.58	11,007.58	25,300.00	14,292.42	56.49
<u>EQUIPMNT > \$5,000 OUTLAY</u>								
580 1001	BUILDINGS & STRUCTUR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580 1003	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-1004	MACHINERY & EQUIPMEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-1011	INFORMATION TECHNOLO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>INTERFUND TRANSFERS</u>								
580-9470	TSF TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-9476	BEACH NOURISHMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-9480	TRANSFER TO EDC DEBT	33,070.83	0.00	165,354.15	165,354.15	396,850.00	231,495.85	58.33
		33,070.83	0.00	165,354.15	165,354.15	396,850.00	231,495.85	58.33
<u>SPECIAL PROJECTS</u>								
580-9175	ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-9178	DESIGNATED PROJECTS	16,000.00	0.00	107,800.00	107,800.00	273,957.00	166,157.00	60.65
580-9178-001	TOMPKINS CHANNEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
580-9181	BNC CASH ADVANCE	0.00	0.00	0.00	0.00	20,000.00	20,000.00	100.00
		16,000.00	0.00	107,800.00	107,800.00	293,957.00	186,157.00	63.33
<u>DEPARTMENT TOTAL</u>		55,665.94	0.00	313,123.66	313,123.66	794,785.00	481,661.34	60.60

SOUTH PADRE ISLAND BIRDING & NATURE CENTER
Balance Sheet
 As of February 28, 2018

	Feb 28, 18
ASSETS	
Current Assets	
Checking/Savings	
\$BNC Operating 38458	29,060.15
Cash on Hand	
Cash Box	300.00
Kiosk Cash	1,600.00
Register Drawer	500.00
Total Cash on Hand	2,400.00
SPI BNC MMAcct 38415	24,658.18
Total Checking/Savings	56,118.33
Other Current Assets	
Inventory Asset	30,280.79
Total Other Current Assets	30,280.79
Total Current Assets	86,399.12
Fixed Assets	
Accumulated Depreciation	-32,593.00
Boardwalk	40,750.00
Building Improvement	19,562.01
Entrance Gate	23,717.00
Furniture and Equipment	10,600.00
Landscape and Grounds	9,000.00
Total Fixed Assets	71,036.01
TOTAL ASSETS	157,435.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	7,886.41
Total Accounts Payable	7,886.41
Other Current Liabilities	
INSURANCE	
HEALTH	1,384.00
Total INSURANCE	1,384.00
Payroll Liabilities	
FIT and FICA-Medicare	4,279.98
Total Payroll Liabilities	4,279.98
Sales Tax Payable	1,306.62
Total Other Current Liabilities	6,970.60
Total Current Liabilities	14,857.01
Long Term Liabilities	
EDC Loan 270101	40,894.73
Entrance Gate Loan FNB 292226	11,772.57
Total Long Term Liabilities	52,667.30
Total Liabilities	67,524.31
Equity	
Fund Balances	
Board Designated	8,000.00

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

Balance Sheet

As of February 28, 2018

	<u>Feb 28, 18</u>
Total Fund Balances	8,000.00
Unrestricted	86,065.98
Net Income	<u>-4,155.16</u>
Total Equity	89,910.82
TOTAL LIABILITIES & EQUITY	<u><u>157,435.13</u></u>

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

Profit & Loss Budget vs. Actual

October 2017 through February 2018

03/13/18

Accrual Basis

	Oct '17 - F...	Budget	\$ Over Bu...	% of Budget
Ordinary Income/Expense				
Income				
ADMISSIONS INCOME				
DISCOUNT ADMISSIONS	477.00	1,000.00	-523.00	47.7%
EXTENDED PASS ADMISSIONS	5,934.50	10,000.00	-4,065.50	59.3%
GENERAL ADMISSIONS	83,519.75	198,900.00	-115,380.25	42.0%
GROUP ADMISSIONS	1,545.00	6,500.00	-4,955.00	23.8%
Total ADMISSIONS INCOME	91,476.25	216,400.00	-124,923.75	42.3%
BUILDING RENTAL INCOME	4,450.00	8,000.00	-3,550.00	55.6%
CONTRIBUTIONS				
DONATIONS				
ANNUAL MEMBERSHIP GIVING				
FOUNDATION	5,000.00			
ANNUAL MEMBERSHIP GIVING - Other	0.00	25,000.00	-25,000.00	0.0%
Total ANNUAL MEMBERSHIP GIVING	5,000.00	25,000.00	-20,000.00	20.0%
HALLO WINGS	21,415.00	0.00	21,415.00	100.0%
SPECIAL EVENTS	158.00	18,500.00	-18,342.00	0.9%
SPOONBILL MINI GOLF TOURNAMENT	0.00	5,500.00	-5,500.00	0.0%
SUMMER CAMP	0.00	1,000.00	-1,000.00	0.0%
W O W E	10,941.00	12,300.00	-1,359.00	89.0%
WEBSITE	558.45			
DONATIONS - Other	4,863.97			
Total DONATIONS	42,936.42	62,300.00	-19,363.58	68.9%
EVENT PARKING	0.00	25,000.00	-25,000.00	0.0%
PARKING GATE	0.00	15,000.00	-15,000.00	0.0%
Total CONTRIBUTIONS	42,936.42	102,300.00	-59,363.58	42.0%
GIFT SHOP INCOME				
CONSIGNMENT SALES	2,190.10	5,000.00	-2,809.90	43.8%
GIFT SHOP SALES	52,678.38	125,000.00	-72,321.62	42.1%
VENDING INCOME	0.00	0.00	0.00	0.0%
Total GIFT SHOP INCOME	54,868.48	130,000.00	-75,131.52	42.2%
Gift Shop Sales				
40201 - Gift Shop Sales	0.00			
Total Gift Shop Sales	0.00			
Total Income	193,731.15	456,700.00	-262,968.85	42.4%
Cost of Goods Sold				
COST OF GOODS SOLD				
COST OF GOODS CONSIGNMENT	1,359.20	3,600.00	-2,240.80	37.8%
COST OF GOODS GIFT SHOP	30,701.00	62,500.00	-31,799.00	49.1%
Total COST OF GOODS SOLD	32,060.20	66,100.00	-34,039.80	48.5%
Total COGS	32,060.20	66,100.00	-34,039.80	48.5%
Gross Profit	161,670.95	390,600.00	-228,929.05	41.4%
Expense				
OPERATIONS EXPENSES				
ADVERTISING & PROMOTION				
BOOTH RENT	250.00	650.00	-400.00	38.5%
GUIDES & DIRECTORIES	774.00	3,200.00	-2,426.00	24.2%
PHOTOGRAPHY & VIDEO	0.00	0.00	0.00	0.0%
PRINT	136.10	3,600.00	-3,463.90	3.8%
SOCIAL & INTERNET	250.38	150.00	100.38	166.9%
Total ADVERTISING & PROMOTION	1,410.48	7,600.00	-6,189.52	18.6%
BANK SERVICE CHARGES	0.00	0.00	0.00	0.0%

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

Profit & Loss Budget vs. Actual

October 2017 through February 2018

03/13/18

Accrual Basis

	Oct '17 - F...	Budget	\$ Over Bu...	% of Budget
CREDIT CARD FEES	7,533.51	18,000.00	-10,466.49	41.9%
DUES & SUBSCRIPTIONS	115.00	670.00	-555.00	17.2%
FUNDRAISING & EVENTS				
DESIGNATED REIMBURSEMENTS	0.00	0.00	0.00	0.0%
GREAT TEXAS BIRDING CLASSIC	0.00	600.00	-600.00	0.0%
HALLO WINGS	9,206.16	0.00	9,206.16	100.0%
JOJO	346.45	300.00	46.45	115.5%
LETTERS & BROCHURES	0.00	2,000.00	-2,000.00	0.0%
MONARCH CELEBRATION	0.00	300.00	-300.00	0.0%
PHOTOGRAPHY WORKSHOP	0.00	0.00	0.00	0.0%
PLAQUES & BRICKS	205.00	1,200.00	-995.00	17.1%
SPECIAL EVENTS	254.97	600.00	-345.03	42.5%
SPOONBILL MINI GOLF TOURNAMENT	0.00	400.00	-400.00	0.0%
SUMMER CAMP	0.00	300.00	-300.00	0.0%
W O W E	7,179.33	7,000.00	179.33	102.6%
Total FUNDRAISING & EVENTS	17,191.91	12,700.00	4,491.91	135.4%
GIFT SHOP SUPPLIES	0.00	1,500.00	-1,500.00	0.0%
INSURANCE				
DIRECTORS & OFFICERS	0.00	650.00	-650.00	0.0%
HEALTH	1,874.25	5,380.00	-3,505.75	34.8%
WORKERS COMPENSATION	2,210.00	3,040.00	-830.00	72.7%
INSURANCE - Other	0.00	0.00	0.00	0.0%
Total INSURANCE	4,084.25	9,070.00	-4,985.75	45.0%
LEGAL & PROFESSIONAL	3,976.25	9,100.00	-5,123.75	43.7%
LOAN EXPENSE	821.59	2,810.00	-1,988.41	29.2%
LOCAL MEETINGS				
MEALS & SNACKS	388.27	400.00	-11.73	97.1%
VOLUNTEER APPRECIATION	246.51	600.00	-353.49	41.1%
Total LOCAL MEETINGS	634.78	1,000.00	-365.22	63.5%
MAINTENANCE & REPAIRS				
BUILDING	3,608.79	10,000.00	-6,391.21	36.1%
GROUNDS	2,295.05	7,000.00	-4,704.95	32.8%
HABITAT	1,280.16	3,000.00	-1,719.84	42.7%
Total MAINTENANCE & REPAIRS	7,184.00	20,000.00	-12,816.00	35.9%
OFFICE & PRINTING	723.23	1,200.00	-476.77	60.3%
PAYROLL SERVICE	293.15	710.00	-416.85	41.3%
POSTAGE & FREIGHT	188.82	500.00	-311.18	37.8%
SOFTWARE	107.17	1,400.00	-1,292.83	7.7%
SUPPLIES	1,436.80	4,000.00	-2,563.20	35.9%
TRAINING				
ANCA	130.00	1,500.00	-1,370.00	8.7%
OTHER	0.00	300.00	-300.00	0.0%
TRAINING - Other	0.00	0.00	0.00	0.0%
Total TRAINING	130.00	1,800.00	-1,670.00	7.2%
TRAVEL	1,701.55	4,000.00	-2,298.45	42.5%
Total OPERATIONS EXPENSES	47,532.49	96,060.00	-48,527.51	49.5%
POS Inventory Adjustments	0.00			
SALARIES AND TAXES				
GIFT SHOP ATTENDANTS	11,420.78	33,000.00	-21,579.22	34.6%
JANITOR	7,358.30	19,500.00	-12,141.70	37.7%
MAINTENANCE	10,282.00	26,000.00	-15,718.00	39.5%
MANAGER	18,462.12	48,000.00	-29,537.88	38.5%
NATURALIST	13,076.90	34,000.00	-20,923.10	38.5%
PAYROLL TAXES	4,569.72	12,500.00	-7,930.28	36.6%
Total SALARIES AND TAXES	65,169.82	173,000.00	-107,830.18	37.7%

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

03/13/18

Profit & Loss Budget vs. Actual

Accrual Basis

October 2017 through February 2018

	Oct '17 - F...	Budget	\$ Over Bu...	% of Budget
SERVICE CONTRACTS				
AIR CONDITIONING	1,479.56	3,800.00	-2,320.44	38.9%
BACKGROUND CHECKS	0.00	110.00	-110.00	0.0%
CLEANING SUPPLIES	856.70	2,800.00	-1,943.30	30.6%
DRINKING WATER	379.74	600.00	-220.26	63.3%
EBIRD TRAIL TRACKER	0.00	650.00	-650.00	0.0%
ELEVATOR	0.00	0.00	0.00	0.0%
INFORMATION TECHNOLOGY				
COMPUTER COPIER	11,493.59	19,500.00	-8,006.41	58.9%
KIOSK	1,181.24	3,600.00	-2,418.76	32.8%
Total INFORMATION TECHNOLOGY	12,674.83	23,100.00	-10,425.17	54.9%
KIOSK LEASE PURCHASE	3,459.20	3,500.00	-40.80	98.8%
LAWN & GROUNDS	0.00	0.00	0.00	0.0%
LINENS MOPS MATS	0.00	0.00	0.00	0.0%
PARKING EXPENSES & GATE	570.74	8,000.00	-7,429.26	7.1%
PEST CONTROL	234.00	940.00	-706.00	24.9%
SECURITY	1,496.54	2,470.00	-973.46	60.6%
TELEPHONE & INTERNET				
ATT EMERGENCY LINES	984.61	2,690.00	-1,705.39	36.6%
ATT INTERNET	6,093.03	16,800.00	-10,706.97	36.3%
ATT VOICE	1,757.69	4,480.00	-2,722.31	39.2%
Total TELEPHONE & INTERNET	8,835.33	23,970.00	-15,134.67	36.9%
WEBSITE & CLOUD	191.83	1,000.00	-808.17	19.2%
Total SERVICE CONTRACTS	30,178.47	70,940.00	-40,761.53	42.5%
UTILITIES				
ELECTRICITY	10,178.08	26,400.00	-16,221.92	38.6%
TRASH	400.13	1,400.00	-999.87	28.6%
WATER / SEWER	6,792.38	22,800.00	-16,007.62	29.8%
Total UTILITIES	17,370.59	50,600.00	-33,229.41	34.3%
Total Expense	160,251.37	390,600.00	-230,348.63	41.0%
Net Ordinary Income	1,419.58	0.00	1,419.58	100.0%
Other Income/Expense				
Other Income				
INTEREST INCOME	15.26			
Total Other Income	15.26			
Other Expense				
DEPRECIATION	5,590.00			
Total Other Expense	5,590.00			
Net Other Income	-5,574.74			
Net Income	-4,155.16	0.00	-4,155.16	100.0%

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

Profit & Loss Prev Year Comparison

03/13/18

Accrual Basis

October 2017 through February 2018

	Oct '17 - Feb 18	Oct '16 - Feb 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
ADMISSIONS INCOME				
DISCOUNT ADMISSIONS	477.00	486.00	-9.00	-1.9%
EXTENDED PASS ADMISSIONS	5,934.50	7,612.50	-1,678.00	-22.0%
GENERAL ADMISSIONS	83,519.75	84,884.60	-1,364.85	-1.6%
GROUP ADMISSIONS	1,545.00	1,399.00	146.00	10.4%
Total ADMISSIONS INCOME	91,476.25	94,382.10	-2,905.85	-3.1%
BUILDING RENTAL INCOME	4,450.00	1,900.00	2,550.00	134.2%
CONTRIBUTIONS				
DESIGNATED				
JOJO	0.00	175.33	-175.33	-100.0%
Total DESIGNATED	0.00	175.33	-175.33	-100.0%
DONATIONS				
ANNUAL MEMBERSHIP GIVING				
FOUNDATION	5,000.00	0.00	5,000.00	100.0%
ANNUAL MEMBERSHIP GIVING - Other	0.00	4,050.00	-4,050.00	-100.0%
Total ANNUAL MEMBERSHIP GIVING	5,000.00	4,050.00	950.00	23.5%
HALLO WINGS	21,415.00	0.00	21,415.00	100.0%
SPECIAL EVENTS	158.00	257.12	-99.12	-38.6%
SPOONBILL MINI GOLF TOURNAMENT	0.00	4,227.02	-4,227.02	-100.0%
W O W E	10,941.00	12,606.72	-1,665.72	-13.2%
WEBSITE	558.45	0.00	558.45	100.0%
DONATIONS - Other	4,863.97	5,316.61	-452.64	-8.5%
Total DONATIONS	42,936.42	26,457.47	16,478.95	62.3%
EVENT PARKING	0.00	570.00	-570.00	-100.0%
Total CONTRIBUTIONS	42,936.42	27,202.80	15,733.62	57.8%
GIFT SHOP INCOME				
CONSIGNMENT SALES	2,190.10	1,740.36	449.74	25.8%
GIFT SHOP SALES	52,678.38	55,931.53	-3,253.15	-5.8%
VENDING INCOME	0.00	23.64	-23.64	-100.0%
Total GIFT SHOP INCOME	54,868.48	57,695.53	-2,827.05	-4.9%
Gift Shop Sales				
40201 - Gift Shop Sales	0.00	0.00	0.00	0.0%
Total Gift Shop Sales	0.00	0.00	0.00	0.0%
Total Income	193,731.15	181,180.43	12,550.72	6.9%
Cost of Goods Sold				
COST OF GOODS SOLD				
COST OF GOODS CONSIGNMENT	1,359.20	1,220.10	139.10	11.4%
COST OF GOODS GIFT SHOP	30,701.00	28,772.26	1,928.74	6.7%
Total COST OF GOODS SOLD	32,060.20	29,992.36	2,067.84	6.9%
Total COGS	32,060.20	29,992.36	2,067.84	6.9%
Gross Profit	161,670.95	151,188.07	10,482.88	6.9%
Expense				
OPERATIONS EXPENSES				
ADVERTISING & PROMOTION				
BOOTH RENT	250.00	0.00	250.00	100.0%
GUIDES & DIRECTORIES	774.00	1,816.00	-1,042.00	-57.4%
PRINT	136.10	1,080.00	-943.90	-87.4%
SOCIAL & INTERNET	250.38	14.31	236.07	1,649.7%

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

Profit & Loss Prev Year Comparison

October 2017 through February 2018

03/13/18

Accrual Basis

	Oct '17 - Feb 18	Oct '16 - Feb 17	\$ Change	% Change
Total ADVERTISING & PROMOTION	1,410.48	2,910.31	-1,499.83	-51.5%
BANK SERVICE CHARGES	0.00	0.00	0.00	0.0%
CREDIT CARD FEES	7,533.51	7,049.57	483.94	6.9%
DUES & SUBSCRIPTIONS	115.00	120.00	-5.00	-4.2%
FUNDRAISING & EVENTS				
HALLO WINGS	9,206.16	0.00	9,206.16	100.0%
JOJO	346.45	578.88	-232.43	-40.2%
LETTERS & BROCHURES	0.00	137.22	-137.22	-100.0%
PLAQUES & BRICKS	205.00	513.50	-308.50	-60.1%
SPECIAL EVENTS	254.97	107.14	147.83	138.0%
SPOONBILL MINI GOLF TOURNAMENT	0.00	396.88	-396.88	-100.0%
W O W E	7,179.33	6,546.93	632.40	9.7%
Total FUNDRAISING & EVENTS	17,191.91	8,280.55	8,911.36	107.6%
GIFT SHOP SUPPLIES	0.00	255.24	-255.24	-100.0%
INSURANCE				
DIRECTORS & OFFICERS	0.00	633.00	-633.00	-100.0%
HEALTH	1,874.25	0.00	1,874.25	100.0%
WORKERS COMPENSATION	2,210.00	1,795.30	414.70	23.1%
Total INSURANCE	4,084.25	2,428.30	1,655.95	68.2%
LEGAL & PROFESSIONAL	3,976.25	2,700.00	1,276.25	47.3%
LOAN EXPENSE	821.59	904.97	-83.38	-9.2%
LOCAL MEETINGS				
MEALS & SNACKS	388.27	171.00	217.27	127.1%
VOLUNTEER APPRECIATION	246.51	299.00	-52.49	-17.6%
Total LOCAL MEETINGS	634.78	470.00	164.78	35.1%
MAINTENANCE & REPAIRS				
BUILDING	3,608.79	2,231.05	1,377.74	61.8%
GROUNDS	2,295.05	2,843.46	-548.41	-19.3%
HABITAT	1,280.16	0.00	1,280.16	100.0%
Total MAINTENANCE & REPAIRS	7,184.00	5,074.51	2,109.49	41.6%
OFFICE & PRINTING	723.23	806.66	-83.43	-10.3%
PAYROLL SERVICE	293.15	293.15	0.00	0.0%
POSTAGE & FREIGHT	188.82	266.60	-77.78	-29.2%
SOFTWARE	107.17	449.25	-342.08	-76.1%
SUPPLIES	1,436.80	1,784.77	-347.97	-19.5%
TRAINING				
ANCA	130.00	0.00	130.00	100.0%
Total TRAINING	130.00	0.00	130.00	100.0%
TRAVEL	1,701.55	1,859.77	-158.22	-8.5%
Total OPERATIONS EXPENSES	47,532.49	35,653.65	11,878.84	33.3%
POS Inventory Adjustments	0.00	0.00	0.00	0.0%
RENT	0.00	10.00	-10.00	-100.0%
SALARIES AND TAXES				
GIFT SHOP ATTENDANTS	11,420.78	10,664.69	756.09	7.1%
JANITOR	7,358.30	5,383.20	1,975.10	36.7%
MAINTENANCE	10,282.00	10,000.00	282.00	2.8%
MANAGER	18,462.12	17,323.53	1,138.59	6.6%
NATURALIST	13,076.90	12,307.70	769.20	6.3%
PAYROLL TAXES	4,569.72	4,259.44	310.28	7.3%
Total SALARIES AND TAXES	65,169.82	59,938.56	5,231.26	8.7%
SERVICE CONTRACTS				
AIR CONDITIONING	1,479.56	1,860.00	-380.44	-20.5%
BACKGROUND CHECKS	0.00	20.00	-20.00	-100.0%
CLEANING SUPPLIES	856.70	1,412.57	-555.87	-39.4%
DRINKING WATER	379.74	212.34	167.40	78.8%

SOUTH PADRE ISLAND BIRDING & NATURE CENTER

Profit & Loss Prev Year Comparison

October 2017 through February 2018

03/13/18

Accrual Basis

	Oct '17 - Feb 18	Oct '16 - Feb 17	\$ Change	% Change
EBIRD TRAIL TRACKER	0.00	650.00	-650.00	-100.0%
INFORMATION TECHNOLOGY				
COMPUTER COPIER	11,493.59	6,825.68	4,667.91	68.4%
KIOSK	1,181.24	590.62	590.62	100.0%
Total INFORMATION TECHNOLOGY	12,674.83	7,416.30	5,258.53	70.9%
KIOSK LEASE PURCHASE	3,459.20	3,459.20	0.00	0.0%
PARKING EXPENSES & GATE	570.74	0.00	570.74	100.0%
PEST CONTROL	234.00	390.00	-156.00	-40.0%
SECURITY	1,496.54	959.04	537.50	56.1%
TELEPHONE & INTERNET				
ATT EMERGENCY LINES	984.61	1,166.17	-181.56	-15.6%
ATT INTERNET	6,093.03	5,498.87	594.16	10.8%
ATT VOICE	1,757.69	1,053.86	703.83	66.8%
Total TELEPHONE & INTERNET	8,835.33	7,718.90	1,116.43	14.5%
WEBSITE & CLOUD	191.83	0.00	191.83	100.0%
Total SERVICE CONTRACTS	30,178.47	24,098.35	6,080.12	25.2%
UTILITIES				
ELECTRICITY	10,178.08	8,106.31	2,071.77	25.6%
TRASH	400.13	527.47	-127.34	-24.1%
WATER / SEWER	6,792.38	7,524.18	-731.80	-9.7%
Total UTILITIES	17,370.59	16,157.96	1,212.63	7.5%
Total Expense	160,251.37	135,858.52	24,392.85	18.0%
Net Ordinary Income	1,419.58	15,329.55	-13,909.97	-90.7%
Other Income/Expense				
Other Income				
INTEREST INCOME	15.26	2.74	12.52	456.9%
Total Other Income	15.26	2.74	12.52	456.9%
Other Expense				
Balancing Adjustments	0.00	0.00	0.00	0.0%
DEPRECIATION	5,590.00	5,590.00	0.00	0.0%
Total Other Expense	5,590.00	5,590.00	0.00	0.0%
Net Other Income	-5,574.74	-5,587.26	12.52	0.2%
Net Income	-4,155.16	9,742.29	-13,897.45	-142.7%

**South Padre Island Birding and Nature Center
Monthly Directors Report/February**

Visitors:

<u>Paid entrances (kiosk):</u> 4,142	<u>Revenue generated:</u> \$21,325
<u>Paid entrances (Gift Shop):</u> 1,005	<u>Revenue generated:</u> \$4,656
Annual Pass Holder Admissions: 613 includes 3 month pass holders	
Annual Passes sold:4	Comp Complimentary Day: 8
<i>Ramada: 2</i>	<i>Hilton Garden Inn:0</i>
<i>The Inn at South Padre: 0</i>	<i>Super 8:</i>

Maintenance/Grounds:

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

Habitat: \$526.32

Robert Lewis \$720.00

Supplies for Maintenance: \$377.90

Gift Shop:

Total revenue for month: \$6,278.55

Inventory assessment: \$32,000

Projected inventory needed: \$2,000.00

Rental/Event Booking

5/2 – GLO

5/9 – Pronto Insurance

6/26 Capable Kids

6/22 wedding

10/19 wedding

11/10 wedding

5/2019 wedding

Wedding phone calls and emails: 42

Upcoming Events: 3/20 Leslie Blasing Fundraiser

Current Programs:

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

Marketing/Advertising: Face book Boost for 3/20event

Grants: See attached Grant

List of possible Grants we would like to seek:

Solar lights/panel for parking lot and roof is possible

Wetland Restoration

Part-time educator

Monarch Habitat

14 passenger van or bus

Funding to provide schools for field trips

Outreach Exhibits

Donations received from:

Network for Good From Facebook - \$50.00 Cristin's Mother

Marjorie Lehman \$50.00

Other Notes:

We are no longer providing a map of the boardwalks/scavenger hunt to each guest. Instead, they can take a picture of it that is posted at front desk or go to our website. We will be saving money on paper, ink, golf pencils.

Spring Break Parking: \$17,175 March 10 – March 17

Numbers were down from last year due to Clayton had more parking spaces in his lot. (Last year UME stage took up parking in his lot)

Weather

3/14 concert did not come through for evening parking at convention center or BNC. (\$8,000-9,000.00 loss in revenue.)

February 2017 Grand Total

<i>Number of Visitors</i>	5,716
Admissions	\$28,669.00
Donations	\$757.61
Donation Jar	\$704.00
Outside Donation Box	\$126.00
WOWE Donation	\$500.00
Facility Rental	\$150.00

****Deposits on wedding or conference room fees****

Parking	\$0
Gift Shop	\$7,530.34
Special Events	\$5,266.50
(Richard Moore Event, Golf Tournament & movies)	
Total Sales	\$44,249.45

February 2018 Grand Totals

<i>Number of Visitors</i>	6,083
Admissions	\$25,981.00
Donations	\$195.97
Donation Jar	\$477.80
Habitat Donation	\$172.00
WOWE Donation	\$200.00
Facility Rental	\$1,100.00

Parking	\$0
Gift Shop	\$6,278.85
Special Events	\$163.50
(movies & tickets sold for 3/20/18 event)	
Total Sales	\$35,055.12

**Weather related on some days in
February and no golf tournament**



2018 Grand Totals

Raffle	\$400.00
Ridley Boat	\$225.00
Admissions	\$6,491
Habitat Donations	\$637.00
Sponsorships	\$3,200.00
CVB Advertising Sponsorship	\$2,000.00
Vendor booth	\$1,100
Income:	\$14,053.00
Profit:	\$7,243.14

Number of Visitors: 1,707

Revised 2/24/2018 did not have vendor income

2018 Expenses

Jonathon Wood	\$3,000.00
Ridley Boat Rental	\$400.00
Wristbands	\$119.75
Banner and Signs	\$320.00
3D Tattoos	\$276.00
In House Printing	\$166.00
Print Advertising	\$2,394.20
Guest Speaker Fee	\$50.00
Volunteer Snacks	\$83.91
Total Expenses:	\$6,809.86



EasyGrantsID: 60853

National Fish and Wildlife Foundation – Monarch Butterfly and Pollinators Conservation Fund
2018, Pre-Proposal

Title: South Padre Island Monarch Butterfly and Pollinator Habitat Initiative

Organization: South Padre island Birding & Nature Center

Grant Request Information

Title of Project

South Padre Island Monarch Butterfly and Pollinator Habitat Initiative

Project Description

In coordination with the City of South Padre Island, the South Padre Island Native Plant Center, the SPI Convention & Visitors Bureau and private landowners, the Birding and Nature Center seeks to advance, promote and support a community-wide initiative to create and enhance Monarch habitat on a critical stretch of the eastern Monarch's coastal migration flyway through South Padre Island, Texas, and create educational gardens and programs to educate the community on Monarch conservation. This effort will provide vigor and connectivity between monarch habitats within the five mile stretch of the island that encompasses the city and beyond, greatly benefiting Monarchs migrating on the Coastal Flyway & other local pollinators.

Abstract

the South Padre Island Monarch Butterfly and Pollinator Habitat Initiative (SPI Monarch Initiative), a comprehensive, island-wide program to increase the quality, quantity, and connectivity of habitat on South Padre Island. This initiative consists of three distinct program areas: (1) habitat restoration on public lands & rights of way and on private property, (2) local native milkweed plant and seed propagation, and (3) a monarch awareness and public education program. Project partner The SPI Native Plant Center (NPC), a 501(c)(3) organization, will establish a local growing program to propagate 15,000 Monarch host and nectar plants and maintain a sustainable local plant and seed source for the program. As a project partner and using plants provided by the NPC, the City will complete three Monarch restoration projects on South Padre Island. The initiative will also educate the public about the geographical importance of the area in the Monarch's migration as well as the need to provide and conserve habitat on the island and elsewhere by way of educational programs and events hosted by the SPI Birding & Nature Center. The proposed project is critical to enhance, extend, and improve existing piecemeal Monarch conservation plans and strategies in the community. At least seven acres of Monarch and pollinator habitat will be created on South Padre Island and will be tended by city grounds maintenance crews as well as by Texas Master Naturalist volunteers and local resident volunteers.

Project Location Description

The SPI Monarch and Pollinator Habitat Initiative Project will be based on South Padre Island, Texas. A critical and important stop-over in the eastern Monarch's coastal flyway through Texas on the way to and from wintering grounds in Mexico. The City of SPI encompasses 5 miles.

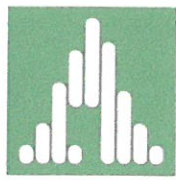
Total Amount Requested

\$50,000.00

Matching Contributions Proposed

\$50,000.00

6.

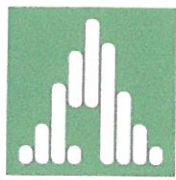


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economic consulting

Re: South Padre Island Comprehensive Plan – Economic Section

Dear Ms. Darla Lapeyre,
South Padre Island Economic Development Corporation Executive Director,

We are pleased to submit this proposal for the referenced project. The proposed scope, budget and schedule are presented below.



Scope of Work

1. Background/ Baseline

1. Identification of South Padre Island Trade Area
2. Demographics and Psychographics analysis of visitors
3. Economic Profile, Strategic Location, Employment & Development Trends
4. Existing Economic Conditions & Labor Force (Local and Regional)
5. Situational Analysis (SWOT and Gap Analysis)
6. South Padre Island's Economic Development Corporation Board Input Session

2. South Padre Island Market & Economics

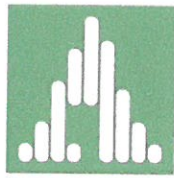
1. Target Businesses and Industries
2. Business Resources
3. Incentives
4. Economic Incentives Recommendations

3. Business Recruiting and Retention

1. Business Climate
2. Partnerships & Alliances
3. Tools and Support for Businesses
4. Business Retention and Expansion Recommendations

4. Impact Analysis, Prioritization, Implementation, and Evaluation

1. Task Matrix with Time Frames and Responsible Parties
2. Economic Impact Analysis
3. Prioritization Schedule
4. Updating SPI's Strategic Plan
5. Implementation and Evaluation Matrix



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5. **Final Report**

Consultants will prepare a draft report as outlined in Task 5 in collaboration with Kimley-Horn within twenty-two weeks of receiving authorization to proceed from South Padre Island Economic Development Corporation. The final version of the economic report will be included in the final Comprehensive Plan report.

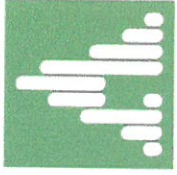
Budget

Consultants shall be compensated for completing the scope of work on a lump sum basis in the amount of \$15,700.⁰⁰. This figure is inclusive of all labor, material and miscellaneous expenses associated with the scope of work outlines above in Tasks 1 through 5



Schedule

Tasks	Weeks			
	1 to 7	8 to 11	12 to 16	17 to 22
Task 1. Background/ Baseline				
1.1. Identification of South Padre Island Trade Area				
1.2. Demographics and Psychographics analysis of visitors				
1.3. Economic Profile, Strategic Location, Employment & Development Trends				
1.4. Existing Economic Conditions & Labor Force (Local and Regional)				
1.5. Situational Analysis (SWOT and Gap Analysis)				
1.6. South Padre Island's Economic Development Corporation Board Input Session				
Task 2. South Padre Island Market & Economics				
2.1. Target Businesses and Industries				
2.2. Business Resources				
2.3. Incentives				
2.4. Economic Incentives Recommendations				
Task 3. Business Recruiting and Retention				
3.1. Business Climate				
3.2. Partnerships & Alliances				
3.3. Tools and Support for Businesses				
3.4. Business Retention and Expansion Recommendations				
Task 4. Impact Analysis, Prioritization, Implementation, and Evaluation				
4.1. Task Matrix with Time Frames and Responsible Parties				



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4.2.	Economic Impact Analysis
4.3.	Prioritization Schedule
4.4.	Updating SPI's Strategic Plan
4.5.	Implementation and Evaluation Matrix
Task 5.	Final Report



Sincerely,

Mostafa Malki, Ph.D.

7.

SAND DOLLARS FOR SUCCESS: A SOUTH PADRE ISLAND EDC INITIATIVE 2017-18

IMPORTANT DATES

January 8, 2018 (Monday)	Application period begins
January 29, 2018 (Monday)	Deadline to submit intent to compete form via email
February 5, 2018 (Monday)	Announcement of qualifying competitors via email
February 15, 2018 (Thursday)	Session 1 "Business Idea Development & Research" Time: 5:30 p.m.-8:30 p.m. Location: SPI Birding and Nature Center 6801 Padre Blvd. South Padre Island, TX 78597
February 22, 2018 (Thursday)	Session 2 "Market Discovery & Cost Calculation" Time: 5:30 p.m.-8:30 p.m. Location: SPI Birding and Nature Center 6801 Padre Blvd. South Padre Island, TX 78597
March 1, 2018 (Thursday)	Session 3 "Marketable Business Ideas" Time: 5:30 p.m.-8:30 p.m. Location: SPI Birding and Nature Center 6801 Padre Blvd. South Padre Island, TX 78597

April 23, 2018 (Monday) 5 p.m. CST deadline to submit full business plans

May 1, 2018 (Tuesday)* Project Presentations

15 min. per applicant

May 15, 2018 (Tuesday)* Award(s) Ceremony

*Subject to change

*5/7 or 5/8? 9-12 5
2-5 5 or 6
1 full day
or 2 half days?*

8.

Goal	Strategy	Short/Mid/Long Term Goal	Champion	Measured By	Priority	Status
To Sustain and Increase Business Including Educational Opportunities	1. Continue support for the Kauffman Entrepreneurship Class	Short Term	Irv	Number of participants and how many opened or stayed in business	A	Kauffman class planning underway and will run through November 16th. The cohort is engaged and the speakers have been informative. Course was completed on 11/16. Instructors will be at January Board meeting to give a report. Asked them to furnish a historical report of the program with identified metrics. Will begin working on 2018 Fall class in June. Have data to build metrics table.
	2. Increase utilization of the SBA's Small Business Development Center at UTRGV	Short Term			A	COMPLETED-SBDC used for Sand Dollars and Chamber classes. Scheduled a meeting with representatives from UTRGV SBDC and Ron 10/26. Discussed various areas of the strategic plan where they might be of assistance. Met with SBDC and Ron and signed an MOU for training classes. They will be instructing the Sand Dollars courses again and sent information on training for existing businesses "Listening to Your Business" and for potential start-ups they offer "The Intentional Entrepreneur". The SBDC is 80% advising to clients (business owners) and 20% training. UTRGV Entrepreneurship Center also teaches these courses and prefer to use their instructors. Compiling a list of businesses for SBDC to visit for assistance and holding entrepreneurship classes in late Spring 2018
	3. Look at training resources from national vendors (Sysco)	Short Term			C	Discussed with Bob at our meeting on 10/13 to partner with the Chamber and work with SYSCO on bringing the class to the Island businesses after the holidays in January or February. I have had one meeting with the Chamber and they are on board. The EDC will partner with the Chamber Business Services to conduct some of the Sysco Hospitality classes. Diana and I will be reaching out to Donna with Sysco to schedule classes in early Spring.
	4. Initiate a Business Mentoring Program for existing businesses	Mid Term	Susan		C	Research entrepreneurship mentoring- short term and 1 year positions. Have contacted the SCORE chapter and meeting with them late February. Susan to outline a program to rollout with incubator. Attended a meeting with Port Isabel High School Principal and educators to discuss their internship program for Bus Mgt, Graphics Artists and IT, and Culinary Arts. Businesses can use interns for 2 hours 2 days a week. Will discuss this option on my business visits. Developed a Mentor application for business people to sign up for the Mentoring program.

<p>Research other communities and see what they have on their websites. ED Suite our website provider, just merged with a PR Marketing firm and will be meeting with them to assist with this task.</p>	<p>B</p>		<p>Jerry</p>	<p>Short Term</p>	<p>5. Create "How to do Business on SPJ" feature on website</p>
<p>Developed the guidelines for the 2017-18 Sand Dollars program and met with Mickey on 9/27 to go over. Will place on the October Board meeting for approval. The Board approved. Met with SBDC to give them the course schedule. Confirmed with Arturo from SBDC the schedule. Marketing the program December and January. ED Suite will update the information on the EDC website and activate the application form on January 8. Placed ad in VBR Dec. & Jan. editions. Ad will run in the Press and Parade magazine for three consecutive weeks beginning January 12th. Meeting with businesses going door to door. Posted on Facebook page and paid for a boost to reach a bigger market. Also post on Facebook Concierge and on Chamber social media and newsletter. Received 11 applications to compete! Classes start this week 2/15. 3 classes completed. All 11 participated. Their written Business Plans are due 4/23. Agenda item to discuss the timeline for the oral presentations.</p>	<p>A+</p>		<p>Mickey</p>	<p>Short Term</p>	<p>6. Continue Sand Dollars for Success - Round 2</p>
<p>List Destination projects- Aquarium, Adventure Park, Farmer's Market, etc and do an evaluation of existing businesses</p>	<p>B</p>		<p>Jerry</p>	<p>Long Term</p>	<p>7. Address seasonality issue with CVB</p>

<p>Meetings with Susan and Irv to look at the possibility of SPI becoming a Port of Call for the cruise line industry. Mayor Stahl and Susan have been discussing with the Port of Brownsville. Picking up where the consortium left off with the cruise line industry consultant. Consulting Agreement and background will be on the next agenda for full Board discussion. EDC Board approved contract for \$100,000 with Passenger and Shipping Institute to work with a team of consultants to make a run at getting SPI as a Port of Call. Site visit by the consultants was held in early December and went very well. Mayor and Susan will attend the SeaTrade conference in Miami first weekend in March to meet with cruise line executives. Press release was issued on the efforts and SPI has received a good amount of publicity regarding the issue. Mayor and Susan meeting with 3 cruise lines later this month in Florida and Sea Trade in March. Susan will brief Board on SeaTrade and discuss cruise ship next steps at the 3/27 meeting.</p>					
<p>A</p>	<p>Irv,Susan</p>	<p>Short Term</p>	<p>8. Analysis of Cruise Ship Port of Call</p>		
<p>B</p>	<p>Daria L.</p>	<p>Short Term</p>	<p>1. Investigate obtaining ESRI reports to analyze the marketplace</p>		
<p>COMPLETE Received licensing agreement for ESRI Business Analyst cost \$1295 annually</p> <p>Will look at other resort communities ESRI retail marketplace to identify possible businesses to recruit. Port Aransas, Galveston, Rockport, Panama City Beach, Marco Island, Estes Park, Silverton, Telluride, San Juan Islands WA. Adding Irv as a licensed user to ESRI to assist in the analysis. Conduct new surveys of what property owners and residents might suggest for new businesses. Periodically conduct online surveys w/special targeting to hotel owners, property mgmt companies that lease to visitors and residential properties. Meeting with UTRGV at their facility in Brownville on 10/25. At meeting with Julie and Linda they connected me with Michael Uhrbrock. I spoke to him and he is going to investigate research options for the retail gap analysis. They have been hired by the CVB to conduct some research on visitors and special events and some of the survey questions will provide data we can use in retail recruitment. Met with The Retail Coach and discussed using cell phone data analysis to obtain information on visitors retail spending. Susan and CVB are doing a Marketing DMAIC and looking at a VISA program that will analyze the visitors spending on VISA purchases. Attending a webinar from the Retail Coach in February about the cell phone analysis. Focus on creating a walkable shopping market.</p>	<p>A</p>	<p>Hits on Website</p>	<p>Irv/Mickey</p>	<p>Short Term</p>	<p>2. Conduct Retail Gap Analysis</p>

<p>Meeting with Irv he suggested I meet with the UTRGV Kauffman instructors regarding developing broader uses of the EDC website to more effectively link users to SPI business. Meeting with them on 10/25. Contacted the web service provider for assessing metrics of the site and examples of how other communities use the website and social media more effectively. Initiate more social media, blog, feature businesses. Look into hiring an intern to assist. UTRGV has a program to supply interns called All In and Andrea will be emailing me the info. ED Suite gave a google log in now for retrieving analytics. Julie sending me the Kauffman module regarding this topic of linking social media to your website. Will follow up with UTRGV to request the Kauffman module again on linking social media to websites. Emailed All In to see if business has to be in Brownsville as stated on their Facebook page. Andrea with UTRGV who handles interns said the All In program is for Brownsville only since their EDC pays but we can get interns through other channels. We are meeting 3/21 to discuss. Met with the intern team at UTRGV on 3/21. I will submit a proposal to the Board 4/17 for a summer intern out of the Business school to help with the website and social media. (\$3,000)</p>		<p>Track Leads</p>	<p>A</p>	<p>3. Enhance online presence</p>	<p>Short Term</p>
<p>Review materials and see what other communities use. Schedule a meeting with Retail Coach. Business survey in retail gap analysis will be used here. Researching IEDC awards for marketing materials and website., i.e. City of Kyle and Bastrop Kendall County won awards. Reach out to successful communities to request their marketing materials and pull from their websites. Met with Retail Coach while in Austin and asking for a proposal for his assistance. Will be concentrating my efforts on this task. I am working with a potential business owner for a French bakery and bistro and have given them a Sand Dollars application. Talking to fine dining chef in McAllen. Flower shop opened and is also applying for Sand Dollars. Dry Cleaner is coming in the Spring. Showed restaurateur Kranzler building and they are interested in for French Bistro/bakery.</p>		<p>Sales Tax (by Sector)</p>	<p>A</p>	<p>4. Develop strategic approach for recruiting businesses</p>	<p>Short Term</p>

<p>Discussed shared workplace with Mickey on 9/27. I will research other communities who have this as a resource. I suggested the Birding Center conference room as one option. Meeting with Kauffman instructors to discuss 10/25. Discussing this in the DMAIC for the Visitors Center. Visiting the UTRGV incubator in Brownsville was informative. They will be coming to the Island to look at available spaces. Susan and I looked at the Community Center which is small but a good option to reduce initial costs to try the concept. UTRGV reps toured some available sites with myself and Susan. The location they preferred is the office building located at 3401 Padre Blvd leasing for \$1800/month. Met with EDA while in Austin regarding grants available. Board requested a field trip to the Brownsville incubator at the last meeting and now that UTRGV is back from their Holiday break we can get it scheduled. This will be discussed at the January Board meeting with UTRGV. Make arrangements to see Chaos, Susan, Mickey and I toured Chaos. It needs a lot of work and is costly so we will look at other locations. Want to have Troy show me the Real Estate Center building</p>	A	Sales Tax	Mickey/Jerry	Short Term	1. Look at shared workplace	<p>Enhance and Grow Entrepreneurship</p>
<p>City IT is doing a DMAIC on this. Dr. Malki has a contact of someone who can assist the City and he will be contacting Susan to see if arrangements can be made to have him visit from San Francisco.</p>	C			Mid Term	2. Assist City in DMAIC bandwidth	
<p>Meeting with Kauffman instructors 10/25 at their Brownsville facility. Visit Mission EDC facility. Susan and Irv to join in the visit to Mission. Irv and I discussed with Susan on 10/30. Several types of incubators were discussed including food and art incubators. See item 1 above. Met with Alex and Cristina from the Mission EDC to schedule a field trip there in February. Discussing with UTRGV at our January Board meeting. They are working currently incubating people from the island (from Kauffman) and working on a similar concept for an incubator in Brownsville. Will tour Brownsville incubator with Board. Irv, Susan, Mickey, Thomas and I toured the UTRGV incubator.</p>	A		Irv	Long Term	3. Tie into regional incubators and business centers and develop local programming	

<p>Met with Dan 10/13 to discuss shuttle and airports. Dennis Stahl and Keith are talking to Marv at VIA and meeting with airlines. Dan would like to be included in the meetings with the airlines. I am researching a Brownsville airport shuttle. Emailed Jesse with the Transit dept. to start the dialogue. Harlingen shuttle has changed to Platinum co. South Padre Shuttle from the VIA is no longer running and has been replaced with Platinum Shuttle Company. Will research their services and look at ride sharing availability from the airports to the island especially during peak times. Uber and Lyft gaining traction lessening the need for the shuttle. Metro needs to be researched.</p>	C		Dan/Susan	Mid Term	4. Look at free shuttle directly to the Island from airport	
<p>Hallowings, first fundraising event for the BNC was held. Accounting is pending. Lynne and Cristin working on a Membership program. Hallowings proceeds were \$15,000 and are being used for habitat. BNC Board approved Membership program guidelines and database was created to send out the membership requests. Waiting on the materials to be printed up.</p>	B	Financial Reports Assets created	Susan	Long Term	1. Assist Birding Center to build capacity to be self sustaining	
<p>Marine Life Center Conceptual Design Plan Underway. LRGV Active Plan involvement Second stakeholder meeting for the Design Concept has been scheduled for Nov. 6th. I will develop an agenda and be the main facilitator as requested by Susan. In meeting with Irv we discussed developing new retail businesses around the Active Plan and ecotourism. I will obtain the pdf of the complete Active Plan and review any business opportunities outlined in the study completed in 2016. Received a copy of the Active Plan from Michael at UTRGV and will review for any information dealing with active tourist businesses that could be developed here on SPI. Irv, Ron and I met with the architect on preliminary design. Next meeting with the stakeholder group was changed to 11/29 to allow more time for design development. Final stakeholder meetings took place and the architect will be at the February EDC Board meeting to present the design concept for the Marine Life Center/Aquarium. Attended a Rails to Trails Conservancy meeting in Brownsville regarding implementation of the Active Plan.</p>	C		Irv	Long Term	2. Support CVB efforts in development of marketing and assets for eco-tourism	

Grow Eco-Tourism

<p>As requested by the City Manager, working with the CVB, Put an email out to the Texas Downtown Association Listserve to solicit firms other communities used to develop a Wayfinding system. Received contacts on three Wayfinding firms. Was added to the Wayfinding Committee and we are meeting on 10/26. Attended two Wayfinding Committee meetings. Emailed communities to get sample RFC. Sent Daria Jones several consultants names so she can send them RFC. Wayfinding Committee met and selected a firm to design the Wayfinding program and will be going to City Council for a vote at their next meeting.</p>			Mickey	Long Term	<p>3. Look for opportunities to partner on the Padre Trails System / Wayfinding Project</p>
<p>Am researching source for an economic impact study for the artificial reef. Working with Keith Arnold and Dr. Malki as well as Joshua from the RGV Reef group. Found Sports fishing of America economic study used by Alabama reef project and shared with City Mgr and CVB Director. Getting a proposal from Malki. Met with Dr. Malki. He will send email with questions he has to get the proposal for the study. Received his proposal and it will be on the agenda. Malki proposal for Economic Impact Study was approved by the EDC at their November meeting and the study should be complete by the end of January. In constant contact with Reef reps on project. Received draft report from Dr. Malki. Sent to reef leaders for feedback. Will send to EDC Board week of 1/22. Reef study received and distributed. Malki will present at our February Board meeting. RGV Reef will request funding from us at April Board meeting.</p>	B		Susan	Short Term	<p>4. RGV Reef - Artificial Reef Project</p>

<p>Support Regional Efforts for Business Development</p>				<p>1. Be proactive and check status and facilitate progress when possible and assess how we prepare for them when they happen. SpaceX</p>	<p>Short Term</p>
<p>Second Causeway</p>				<p>Port of Brownsville Projects LNG and Steel Mill</p>	<p>Short Term</p>
	A				<p>Short Term</p>

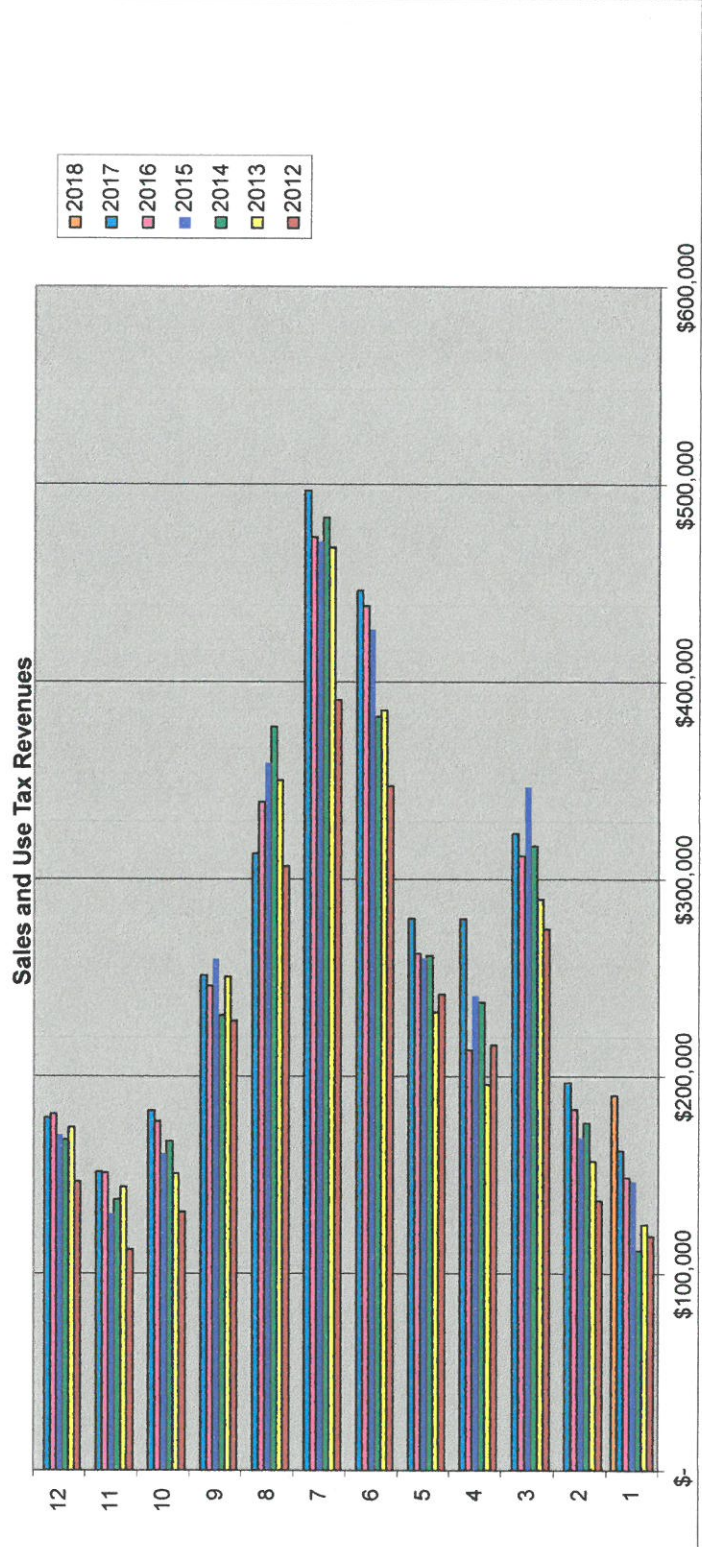
	<p>One MPO for the region- Consolidating the two we have and adding the Laguna Madre Area to the MPO</p>	Short Term			A	
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Working on the Committee DMAIC for the Visitors Center- Have already attended 5 meetings. Working with Keith and Roxanne on Survey questions to the business owners. Surveys sent out. ECONOMIC DEVELOPMENT CHAPTER OF THE COMPREHENSIVE PLAN - Proposal from Dr. Malki at the 3/27 meeting.

South Padre Island Sales and Use Tax Revenues

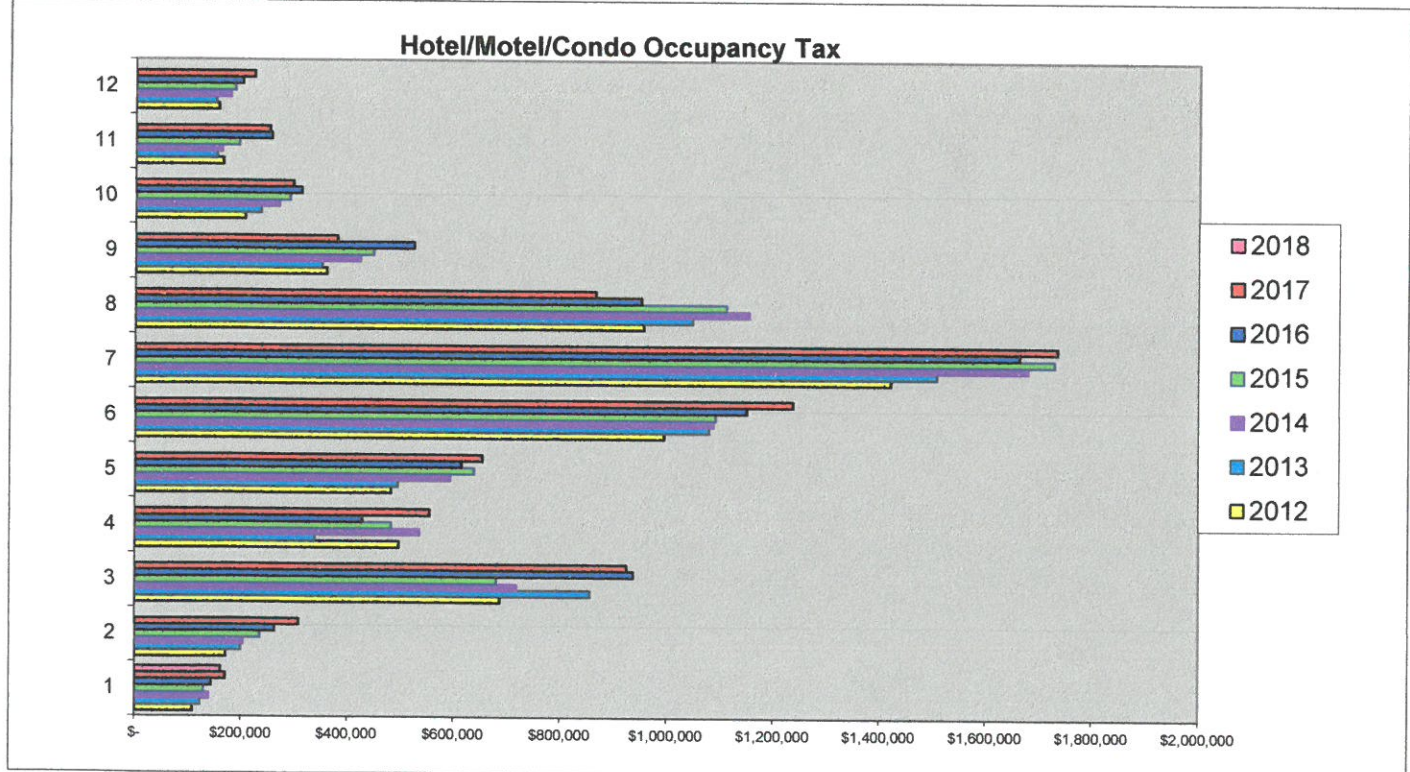
	2012	2013	2014	2015	2016	2017	2018	
January	\$ 119,092	\$ 124,955	\$ 111,837	\$ 147,033	\$ 148,673	\$ 162,359	\$ 190,422	17.28
February	137,090	156,927	176,331	168,939	183,246	196,705		%
March	274,677	289,849	316,834	346,948	311,867	323,169		
April	215,913	195,868	237,624	241,179	213,305	279,898		
May	241,670	232,586	261,170	260,265	262,341	280,107		
June	347,206	385,570	382,481	426,572	438,459	446,128		
July	390,920	467,989	483,156	471,196	473,223	496,833		
August	306,588	350,038	377,267	359,029	339,074	313,046		
September	228,185	250,437	231,042	259,809	245,959	251,213		
October	131,407	150,816	167,179	161,032	177,265	182,611		
November	112,229	143,930	137,595	130,352	151,043	151,463		
December	146,595	174,214	167,830	170,488	180,991	178,991		
total	\$ 2,651,572	\$ 2,923,179	\$ 3,050,346	\$ 3,142,842	\$ 3,125,446	\$ 3,262,523		

NOTE: Percentages of change March vs. April each year are principally the result of the month in which Easter falls. Amounts reported in January are based on January sales, for example, even though reported by the State and received by South Padre Island in March.



South Padre Island Hotel/Motel/Condo Occupancy Tax							
	2012	2013	2014	2015	2016	2017	2018
							% change
January	\$ 109,774	\$ 123,289	\$ 140,192	\$ 130,054	\$ 144,395	\$ 171,097	\$ 162,250 (5.17)
February	171,451	199,626	204,078	234,729	262,332	307,996	
March	687,275	855,873	718,514	680,389	936,915	925,001	
April	497,202	338,337	535,518	482,346	428,171	554,854	
May	482,275	494,883	593,135	637,343	614,276	653,664	
June	994,101	1,078,509	1,086,514	1,090,245	1,149,624	1,236,747	
July	1,420,513	1,507,657	1,679,092	1,728,733	1,662,906	1,734,025	
August	955,899	1,046,929	1,153,488	1,111,051	951,521	865,453	
September	359,467	350,530	422,559	447,169	524,272	379,134	
October	205,150	234,719	268,955	288,878	311,226	295,670	
November	163,655	152,042	161,516	193,079	254,499	251,333	
December	155,338	149,820	177,192	185,416	199,886	221,956	
Total	\$ 6,202,100	\$ 6,532,214	\$7,135,926	\$7,209,432	\$ 7,440,023	\$ 7,596,930	

Occupancy tax is 17% as of January 2017. 10.5% is collected by the City of South Padre Island monthly, .5% by the County, and 6% by the state of Texas quarterly. Any hotel or condo visit longer than 30 days is tax exempt. Percentages of change March vs. April are partially the result of the month in which Easter falls. The monthly occupancy tax reports from the finance office include any late payments received from properties behind in their taxes. The City reports them in the month they are paid.

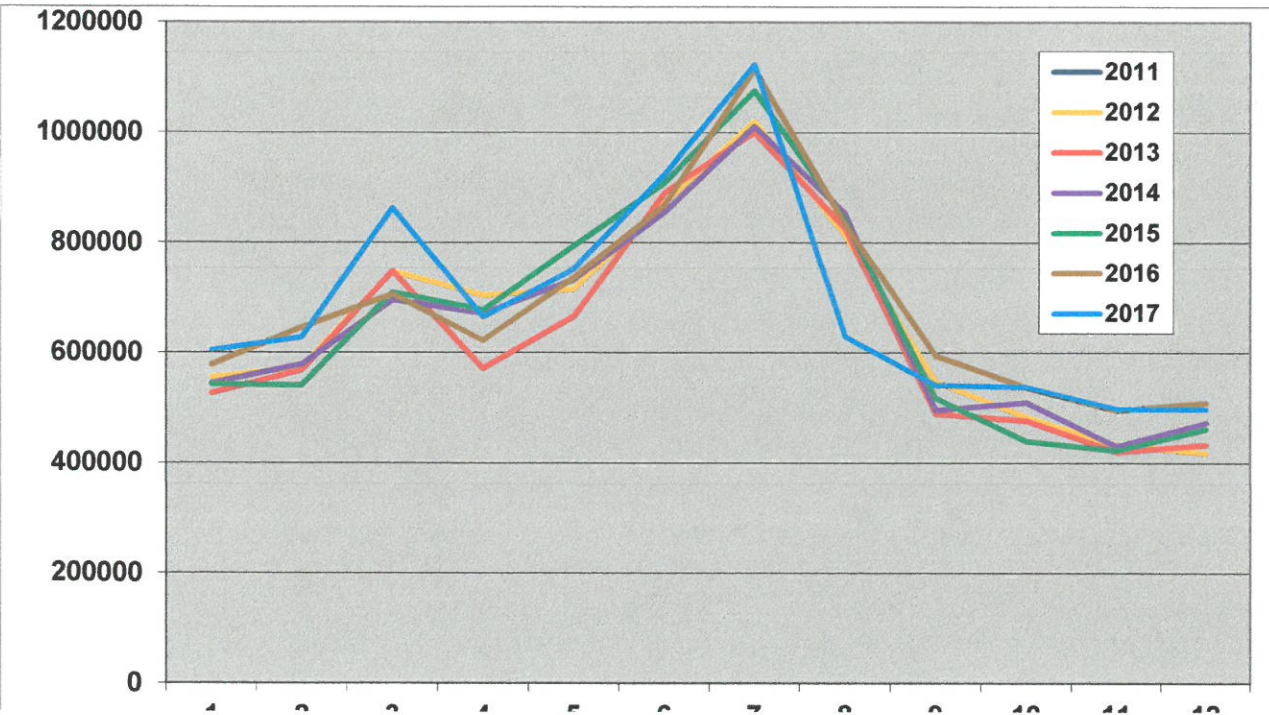


South Padre Island Property Tax Revenue									
	2012	2013	2014	2015	2016	2017	2018		
January	\$ 925,441	\$ 768,980	\$ 774,747	\$ 775,106	\$ 842,301	\$ 809,677	\$ 889,250		
February	498,598	587,833	697,644	643,376	851,485	779,513	906,865		
March	488,209	154,633	129,345	126,429	133,534	245,531			
April	125,963	85,060	97,865	108,299	108,879	164,361			
May	117,171	100,790	74,555	68,063	54,257	88,915			
June	93,955	77,075	98,131	84,304	94,716	78,442			
July	222,631	135,249	125,279	111,522	85,053	70,064			
August	63,604	58,877	35,643	30,635	35,618	33,474			
September	33,535	44,457	41,480	25,557	13,612	95,148			
October	1,716,909	1,953,119	2,035,083	1,344,874	1,699,349	522,220			
November	2,287,424	1,925,829	1,828,594	2,797,154	2,639,129	3,863,902			
December	493,478	462,976	645,800	584,920	802,241	793,295			
TOTAL	\$ 7,066,918	\$ 6,354,878	\$ 6,584,166	\$ 6,700,239	\$ 7,360,174	\$ 7,544,542			
As of October 1:									
Tax rate per \$100	0.252071	0.254384	0.262754	0.28564	0.30564	0.31564			
Taxable value	\$ 2,606,119,273	\$ 2,583,563,287	\$2,516,386,826	\$ 2,478,519,198	\$ 2,495,811,088	\$ 2,523,614,600			

Queen Isabella Causeway Crossings

	2012	2013	2014	2015	2016	2017	2018
January	555,677	527,334	545,412	543,812	579,339	605,351	578,988
February	574,056	569,256	579,652	541,692	646,389	628,983	660,051
March	748,551	748,868	696,713	710,372	707,409	863,694	
April	705,554	572,981	672,256	678,785	623,538	666,219	
May	716,717	667,396	734,145	795,443	737,676	753,130	
June	873,505	891,479	856,218	909,703	869,259	924,920	
July	1,021,341	1,001,516	1,011,822	1,076,391	1,115,932	1,123,915	
August	815,259	827,912	854,218	841,972	835,114	630,959	
September	548,774	490,324	496,630	518,886	595,754	542,362	
October	484,592	477,632	510,888	440,819	538,479	538,845	
November	433,362	421,133	431,869	423,711	496,333	499,602	
December	419,185	433,917	474,396	462,722	510,103	498,665	
Total	7,896,573	7,629,748	7,864,219	7,944,308	8,255,325	8,276,645	

Source: Texas Department of Transportation as of 9/15/17 There is a 3 month lag for data from TxDOT



South Padre Island Building Permit Valuations

	2012	2013	2014	2015	2016	2017	2018	Commercial	Residential
January	\$ 552,718	\$ 703,791	\$ 434,335	\$ 4,490,817	\$ 2,620,888	\$ 1,800,672	\$ 2,646,580	\$ 123,000	\$ 2,523,580
February	1,968,904	330,425	2,117,014	1,887,739	1,675,855	5,039,127	863,730	70,000	793,730
March	449,800	1,016,164	271,651	2,319,135	3,840,221	292,310			
April	268,337	554,688	412,515	8,676,090	816,823	683,307			
May	915,996	295,625	1,052,261	1,143,022	1,227,546	1,478,355			
June	1,243,528	177,150	1,717,942	842,403	595,320	1,318,655			
July	412,100	145,069	160,664	1,439,706	1,236,569	40,748,569			
August	459,314	2,525,727	500,475	1,799,928	1,973,961	1,431,102			
September	373,975	692,401	894,061	1,205,667	3,132,869	392,210			
October	950,100	885,901	2,322,681	792,963	963,435	480,367			
November	2,022,260	1,103,873	1,975,292	2,008,807	1,028,228	-			
December	773,540	162,116	1,894,849	2,855,683	582,797	1,201,460			
Total	\$ 10,390,572	\$ 8,592,930	\$ 13,753,740	\$ 29,461,960	\$ 19,694,512	\$ 54,866,134			

PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2018 THRU 2/28/2018 USE SEGMENT DATES
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

*February 2018
 Building Projects*

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20180083 ✓ ROOF-RES	2/02/2018 2/02/2018	GUTHRIE, SUSAN RESIDENTIAL ROOF	132 E CONSTELLATION ROOF-RES - RESIDENTIAL ROOF	OWEN OWEN	RESIDENTIAL ROOF 15,100.00	ROOF-RES 105.70
20180084 ✓ BLDR-NEW	2/02/2018 2/02/2018	SILVERS, GREG K NEW RESIDENTIAL BUILDING	132 E CAROLYN 101 - SINGLE FAMILY	MANZI MANZI	NEW RESIDENTIAL BUILDING 486,684.57	BLDR-NEW 3,406.79
20180088 ✓ BLDC-REP	2/05/2018 2/05/2018	VANOUNOU, GABBY COMMERCIAL REPAIR	2600 PADRE BLVD B BLDC-REP - COMMERCIAL REPAI	VANOUNOU VANOUNOU	COMMERCIAL REPAIR 1,500.00	BLDC-REP 25.00
20180094 ✓ BLDR-REM	2/05/2018 2/05/2018	COHEN, DAVID RESIDENTIAL REMODEL	219 W ATOL 4 BLDR-REM - RESIDENTIAL REMO	COHEN COHEN	RESIDENTIAL REMODEL 2,000.00	BLDR-REM 25.00
20180097 ✓ BLDR-REM	2/05/2018 2/05/2018	MEYERHOLTZ, GAYNELL RESIDENTIAL REMODEL	5101 LAGUNA BLVD 1102 BLDR-REM - RESIDENTIAL REMO	CACTUS CACTUS	RESIDENTIAL REMODEL 11,038.00	BLDR-REM 77.27
20180101 ✓ BLDC-ADD	2/06/2018 2/06/2018	SPI REDEVELOPMENT CO COMMERCIAL ADDITION	2305 LAGUNA BLVD BLDC-ADD - COMMERCIAL ADDIT	RECOIL RECOIL	COMMERCIAL ADDITION 2,500.00	BLDC-ADD 25.00
20180103 ✓ BLDR-REP	2/06/2018 2/06/2018	GRIFFITH, KENNETH RESIDENTIAL REPAIR	204 W GEORGIA RUTH BLDR-REP - RESIDENTIAL REPA	SHAMROCK SHAMROCK	RESIDENTIAL REPAIR 25,000.00	BLDR-REP 175.00
20180105 ✓ ROOF-RES	2/06/2018 2/06/2018	ROMANO, KELLY OR ROCKY RESIDENTIAL ROOF	5901 GULF BLVD ROOF-RES - RESIDENTIAL ROOF	RAYMOND RAYMOND	RESIDENTIAL ROOF 8,100.00	ROOF-RES 56.70
20180106 ✓ BLDR-REP	2/07/2018 2/07/2018	DROZD, LOUIS MICHAEL RESIDENTIAL REPAIR	5808 GULF BLVD BLDR-REP - RESIDENTIAL REPA	OMAR RAMOS OMAR RAMOS	RESIDENTIAL REPAIR 3,000.00	BLDR-REP 25.00
20180108 ✓ ROOF-RES	2/07/2018 2/07/2018	SCIPIO CONSTRUCTION RESIDENTIAL ROOF	122 E KINGFISH ROOF-RES - RESIDENTIAL ROOF	DEGROOT DEGROOT	REPU 6,000.00	ROOF-RES 42.00
20180114 ✓ BLDR-REP	2/08/2018 2/08/2018	LEAL-GOMEZ, MARIA RESIDENTIAL REPAIR	5611 LAGUNA CIRCLE S BLDR-REP - RESIDENTIAL REPA	JOE VELA JOE VELA	RESIDENTIAL REPAIR 7,186.00	BLDR-REP 50.30
20180115 ✓ BLDR-REP	2/08/2018 2/08/2018	MILLS, SIDNEY W RESIDENTIAL REPAIR	225 W SUNSET BLDR-REP - RESIDENTIAL REPA	JOE VELA JOE VELA	RESIDENTIAL REPAIR 5,500.00	BLDR-REP 38.50
20180116 ✓ BLDC-REM	2/09/2018 2/09/2018	DALOR LIMITED PARTNERSHIP COMMERCIAL REMODEL	205 W PALM BLDC-REM - COMMERCIAL REMOD	LORDA LORDA	COMMERCIAL REMODEL 15,000.00	BLDC-REM 105.00
20180117 ✓ BLDR-REM	2/09/2018 2/09/2018	LLOYD, BOB RESIDENTIAL REMODEL	201 W HIBISCUS BLDR-REM - RESIDENTIAL REMO	OWNER OWNER	RESIDENTIAL REMODEL 15,000.00	BLDR-REM 105.00
20180125 ✓ BLDC-REP	2/12/2018 2/12/2018	MINI STOR ALL COMMERCIAL REPAIR	103 W SATURN BLDC-REP - COMMERCIAL REPAI	JUAN M JUAN M	COMMERCIAL REPAIR 10,000.00	BLDC-REP 70.00
20180129 ✓ BLDR-ADD	2/13/2018 2/13/2018	GARCIA, CESAR RESIDENTIAL ADDITION	114 PARADE BLDR-ADD - RESIDENTIAL ADDI	VILLEGAS VILLEGAS	RESIDENTIAL ADDITION 3,437.00	BLDR-ADD 25.00

PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2018 THRU 2/28/2018 USE SEGMENT DATES
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20180134 ✓ BLDR-ADD	2/13/2018 2/13/2018	WEATHERSBY, GAVIN RESIDENTIAL ADDITION	226 W ESPERANZA BLDR-ADD - RESIDENTIAL ADDI	MORRIS MORRIS	RESIDENTIAL ADDITION 2,000.00	BLDR-ADD 25.00
20180137 ✓ ROOF-RES	2/13/2018 2/13/2018	REYES, SARAH RESIDENTIAL ROOF	207 W MEZQUITE ROOF-RES - RESIDENTIAL ROOF	GOMEZ GOMEZ	RESIDENTIAL ROOF 4,500.00	ROOF-RES 31.50
20180138 ✓ BLDC-ADD	2/13/2018 2/13/2018	CITY OF SOUTH PADRE ISLAND COMMERCIAL ADDITION	MOONLIGHT CIRCLE 13 BLDC-ADD - COMMERCIAL ADDIT	SHORELINE SHORELINE	COMMERCIAL ADDITION 2,500.00	BLDC-ADD 0.00
20180139 ✓ BLDC-REP	2/13/2018 2/13/2018	SKIPJACK PROPERTIES LLC COMMERCIAL REPAIR	2601 LAGUNA BLVD BLDC-REP - COMMERCIAL REPAI	MORRIS MORRIS	COMMERCIAL REPAIR 10,000.00	BLDC-REP 70.00
20180141 ✓ ROOF-RES	2/14/2018 2/14/2018	REGENCY CONDOMINIUMS HOA RESIDENTIAL ROOF	1800 GULF BLVD HOA ROOF-RES - RESIDENTIAL ROOF	RUBEN RUBEN	RESIDENTIAL ROOF 65,000.00	ROOF-RES 455.00
20180152 ✓ BLDC-REP	2/16/2018 2/16/2018	MISSION INVESTMENT LLC COMMERCIAL REPAIR	1817 PADRE BLVD BLDC-REP - COMMERCIAL REPAI	AGUIRRE AGUIRRE	COMMERCIAL REPAIR 4,000.00	BLDC-REP 28.00
20180153 ✓ BLDR-REM	2/16/2018 2/16/2018	O'MATTA, GRAVIEL RESIDENTIAL REMODEL	117 E GEORGIA RUTH BLDR-REM - RESIDENTIAL REMO	O'MATTA O'MATTA	RESIDENTIAL REMODEL 20,000.00	BLDR-REM 140.00
20180155 ✓ BLDR-REP	2/20/2018 2/20/2018	OBERHOLTZER, MARK RESIDENTIAL REPAIR	200 W RETAMA BLDR-REP - RESIDENTIAL REPA	MARK O MARK O	RESIDENTIAL REPAIR 1,200.00	BLDR-REP 25.00
20180156 ✓ BLDR-REP	2/20/2018 2/20/2018	BRIDGEPOINT CONDOMINIUMS HO RESIDENTIAL REPAIR	334 PADRE BLVD HOA BLDR-REP - RESIDENTIAL REPA	JMJ JMJ	RESIDENTIAL REPAIR 16,200.00	BLDR-REP 113.40
20180158 ✓ BLDR-REP	2/21/2018 2/21/2018	MARTHAE LLC RESIDENTIAL REPAIR	202C W GEORGIA RUTH BLDR-REP - RESIDENTIAL REPA	WM BURNS WM BURNS	RESIDENTIAL REPAIR 600.00	BLDR-REP 25.00
20180159 ✓ BLDR-REM	2/21/2018 2/21/2018	GRANTLAND, ROBERT JR RESIDENTIAL REMODEL	111 E WHITING BLDR-REM - RESIDENTIAL REMO	ASTRO ASTRO	RESIDENTIAL REMODEL 18,600.00	BLDR-REM 130.20
20180167 ROOF-RES	2/22/2018 2/22/2018	SANTA BARBARA CONDOMINIUMS RESIDENTIAL ROOF	2412 GULF BLVD HOA ROOF-RES - RESIDENTIAL ROOF	DUBERNEY DUBERNEY	RESIDENTIAL ROOF 37,000.00	ROOF-RES 259.00
20180169 ROOF-COM	2/23/2018 2/23/2018	HILTON GARDEN INN - SPI COMMERCIAL ROOF	7010 PADRE BLVD ROOF-COM - COMMERCIAL ROOF	DE LA CRUZ DE LA CRUZ	COMMERCIAL REPAIR 2,500.00	ROOF-COM 25.00
20180177 BLDR-ADD	2/23/2018 2/23/2018	GOMEZ, JOHN RESIDENTIAL ADDITION	119A PARADE DR BLDR-ADD - RESIDENTIAL ADDI	CAMACHO CAMACHO	RESIDENTIAL ADDITION 7,000.00	BLDR-ADD 49.00
20180180 BLDR-REP	2/26/2018 2/26/2018	INVERNESS CONDOMINIUMS HOA RESIDENTIAL REPAIR	5600 GULF BLVD HOA BLDR-REP - RESIDENTIAL REPA	JMR CONST JMR CONST	RESIDENTIAL REPAIR 8,610.00	BLDR-REP 60.27
20180184 BLDC-REM	2/26/2018 2/26/2018	RAMACHANDRAN, RAJU COMMERCIAL REMODEL	1500 GULF BLVD REST. BLDC-REM - COMMERCIAL REMOD	CAMEROUN CAMEROUN	COMMERCIAL REMODEL 22,000.00	BLDC-REM 154.00

PROJECTS: 0 -ZZZZZZZZZZ

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 2/01/2018 THRU 2/28/2018 USE SEGMENT DATES

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE		
SEGMENT	SEGMENT DT	DESCRIPTION	BUILDING CODE	SEG. CONT.	VALUATION	FEE		
20180193	2/27/2018	CASA DEL SOL HOA	103 E GARDENIA	MUNOZ	RESIDENTIAL RETAINING WALL	RETW-RES		
RETW-RES	2/27/2018	RETAINING WALL	RETW-RES - RESIDENTIAL RETA	MUNOZ	6,950.00	48.65		
20180195	2/28/2018	DAVIS, ROBERT G	1300 GULF BLVD 1801	SISTERS	RESIDENTIAL REMODEL	BLDR-REM		
BLDR-REM	2/28/2018	RESIDENTIAL REMODEL	BLDR-REM - RESIDENTIAL REMO	SISTERS	18,024.00	252.34		
*** TOTALS ***			NUMBER OF PROJECTS:	34	VALUATION:	863,728.57	FEE:	6,248.62

PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2018 THRU 2/28/2018 USE SEGMENT DATES
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEEES
101 - SINGLE FAMILY	1	1	486,684.57	3,406.79
BLDC-ADD - COMMERCIAL ADDITION	2	2	5,000.00	25.00
BLDC-REM - COMMERCIAL REMODEL	2	2	37,000.00	259.00
BLDC-REP - COMMERCIAL REPAIR	4	4	25,500.00	193.00
BLDR-ADD - RESIDENTIAL ADDITION	3	3	12,437.00	99.00
BLDR-REM - RESIDENTIAL REMODEL	6	6	84,662.00	729.81
BLDR-REP - RESIDENTIAL REPAIR	8	8	67,296.00	512.47
RETW-RES - RESIDENTIAL RETAINING WALL	1	1	6,950.00	48.65
ROOF-COM - COMMERCIAL ROOF	1	1	2,500.00	25.00
ROOF-RES - RESIDENTIAL ROOF	6	6	135,700.00	949.90
*** TOTALS ***	34	34	863,729.57	6,248.62

1-SFH

PLANNING CALENDAR FOR 2018/2019

2018-2022 Capital Improvement Plan (CIP)

Business Plans

FY 2018/2019 Budget

Dates	Topics
April 11 02:00 pm Board Room	Kick-Off Meeting for Staff: FY 2018/19 Budget, Business Plan and Fee Schedule. Plan forms and instructions distributed to City Departments. (Finance)
April 20	Capital Improvement Plan (CIP) forms and instructions posted on the City's website and distributed to City departments and public. (Darla J.) Outside Agency Funding Applications provided to agencies and posted on website (CMO)
April 23	Technology requests are due to IT for review Staffing requests are due to HR for review
May 1	Fee Schedule, Revenue Projections from departments and Business Plan due in the shared drive
May 3	Review Technology Requests (HR, Finance, CMO) Review Staffing Requests (HR, Finance and CMO)
May 4	Business Plans and Fee Schedule reviews with City Manager and CFO (required) as well as other budget committee members (optional)
May 7-11	Departmental Budget reviews with Budget Committee
May 25	CIP project request forms due (Darla J.) Outside Agency Applications for Funding due to City Secretary (CMO)
June 6 03:00 pm Board Room	**Budget Workshop** Budget Workshop for the following funds: General Fund (Fund 01) Venue Tax (Fund 03) Parks, Recreation & Beautification (Fund 09) Municipal Court Technology (Fund 21) Municipal Court Security (Fund 22) Transportation Fund (Fund 30) Padre Blvd Improvement (Fund 41) Street Improvement (Fund 43) General Debt Service (Fund 50) TIRZ (Fund 51) Venue Tax Construction (Fund 57) Beach Maintenance (Fund 60) Beach Access (Fund 61) Bay Access (Fund 62) Capital Replacement Fund (Fund 65) Beach Nourishment (Fund 81)

	Fee Schedule
June 7 05:30 pm Board Room	Agenda item for Council to evaluate Outside Agency Funding Requests (CMO)
June 20 03:00 pm Board Room	**Budget Workshop** Budget Workshop: Hotel/ Motel Tax (Fund 02) Convention Center (Fund 06) Review projects for CIP (Darla J.) Review fee schedule (Finance) – if necessary
June 20 05:30 pm Board Room	Agenda item to review EDC Budget (Lapeyre)
July 13	Publish the general summary of the CIP and note where copies of the CIP are available for inspection. (Darla J.)
July 18	Cameron County Appraisal District certifies tax roll
July 20 Noon	Publish Notice of meeting to discuss Tax Rate in Port Isabel Press (at least 72 hours prior to hearing on Aug. 1) <i>Publication Deadline is at noon.</i> Publish Notice of meeting to discuss FY 2018/2019 Budget in Port Isabel Press (Publish the notice no earlier than the 30th day and not later than the 10th day before the hearing on Aug. 15) Post one notice of two public hearings to discuss Tax Rate on the Web site continuously (for at least seven days immediately before the public hearing on the proposed tax rate increase Aug. 1)
July 31 10:00 am Board Room	**Special Meeting** Proposed Budget and Proposed 5 year CIP submitted to City Council on or before 60 days from beginning of fiscal year (Home Rule Charter Section 5.02)
July 31	Last day to file budget with City Secretary, and post on website (Finance) Post notice of proposed tax rate on our website, continuing until the tax rate is adopted
August 1 05:30 pm Board Room	Conduct 1 st Public Hearing for discussion of Tax Rate (<i>only necessary if proposed tax rate is above the effective tax rate</i>) Conduct Public Hearing for discussion of 5 year CIP (Darla J.) Post notice of the vote on Tax Rate on the Web site continuously (for at least seven days immediately before the vote on the proposed tax rate increase Aug. 15)
August 15 05:30 pm	Conduct 2 nd Public Hearing for discussion of Tax Rate (<i>only necessary if proposed tax rate is above the effective tax rate</i>)



Lone Star National Bank

P.O. Box 1127 • Pharr, Texas 78577-1127
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24-Hour Phone Banking (956) 984-2444
Lost or Stolen Debit Card (800) 580-0322

Date 2/28/18 Page 1
Primary Account XXXXXXXXXXXXX2005
Enclosures 1

SOUTH PADRE ISLAND ECONOMIC DEVELOPMENT
6801 PADRE BLVD
SOUTH PADRE ISLAND TX 78597

CHECKING ACCOUNTS

If you have overdrawn your account, please be advised that we have other less expensive methods to handle the payment of non-sufficient funds items. Presenting transactions and other items against non-sufficient funds is an expensive practice. If you would like to discuss alternatives which include account transfers or if you have other financial needs, please call us at 1(800)580-0322 ext. 2440.

NOW Checking Commercial		Number of Enclosures	1
Account Number	XXXXXXXXXXXX2005	Statement Dates	2/01/18 thru 2/28/18
Previous Balance	108,037.34	Days in the statement period	28
1 Deposits/Credits	1,064.59	Average Ledger	108,911.75
1 Checks/Debits	2.00	Average Collected	108,880.87
Service Charge	.00		
Interest Paid	20.88		
Current Balance	109,120.81	2018 Interest Paid	43.79

Deposits and Additions

Date	Description	Amount
2/06	Over The Counter Deposit	1,064.59
2/28	Interest Deposit	20.88

Debits and Other Withdrawals

Date	Description	Amount
2/28	Paper Statement Fee	2.00-

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
2/01	108,037.34	2/06	109,101.93	2/28	109,120.81