



AGENDA MEMORANDUM

Corpus Christi Business and Job Development Meeting August 19, 2019

DATE: July 15, 2019

TO: President and Honorable Board Members,
Corpus Christi Business and Job Development Corporation

FROM: Mike Culbertson, COO
Corpus Christi Regional Economic Development Corporation
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Extend Grant for Service Corps of Retired Executives (SCORE) Chapter 221

CAPTION:

Motion authorizing Renewal No. 2 of the Small Business Incentives Agreement between the Corpus Christi Business and Job Development Corporation and Service Corps of Retired Executives (SCORE) Chapter 221 to provide a grant of up to \$54,000 in FY20 to assist small businesses.

PURPOSE:

Approve a Type A Grant for SCORE to assist small businesses through workshops and counseling for Fiscal Year 2020

BACKGROUND AND FINDINGS:

SCORE has been aiding small businesses in Corpus Christi through their outreach by holding workshops on various subjects of use to the small business owner, and by providing counseling through face to face meetings and through emails. This grant funds the marketing coordinator position, marketing for these workshops, and the "lunch and learns" that SCORE uses to inform small businesses on such topics as: how to qualify for and get government procurement contracts, getting started with email marketing, and tax issues for small businesses. SCORE will have a contractor to coordinate the workshops and the advertising for these workshops. They have helped over 2,000 small businesses in the city each year for the past three years. SCORE has received funding since 2008. The Board approved the Small Business Assistance budget in July that included this program. The current agreement allows for the Board to extend this agreement for up to two additional years.

ALTERNATIVES:

The help that they provide is not available anywhere else. The Small Business Development Center could offer some of the counseling services but they are limited on resources.

OTHER CONSIDERATIONS:

By helping small businesses the City is increasing the economic development and growing future jobs.

CONFORMITY TO CITY POLICY:

This is in keeping with the stated goal of promoting and retaining businesses.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Legal

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2019-2020	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget			603,500	603,500
Encumbered / Expended Amount				
This item			54,000	54,000
BALANCE			549,500	549,500

Fund: 1140 Business and Job Development Fund

Comments: This item was approved by the Type A Board in the Type A Small Business Proposed FY20 Budget.

Funding Detail:

Fund: 1140 Business and Job Development Fund
Organization/Activity: 15020 Small Business Projects
Mission Element: 707 Economic Development
Project # (CIP Only):
Account: 530000 Professional Services

RECOMMENDATION:

EDC Staff recommends approving the grant for one year for \$54,000 for their small business assistance program.

LIST OF SUPPORTING DOCUMENTS:

Letter Requesting Renewal of Program
Small Business Incentive Agreement – SCORE Small Business Assistance Program