



**ECONOMIC  
DEVELOPMENT  
CORPORATION**

**MEMORANDUM**

**To:** Mayor Don Keil  
Seguin City Council

**Cc:** Douglas G. Faseler, City Manager  
Andy Quittner, City Attorney

**From:** Joshua Schneuker, Executive Director/Director of Economic Development

**Date:** October 7, 2019

**Subject:** SPARK Small Business Center Annual Funding

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Enhancing small business development is a goal outlined within the Seguin Economic Development Corporation's Annual Plan of Work. One of the main ways that the SEDC works to enhance small business development is through participation and annual funding of SPARK Small Business Center. The SPARK Small Business Center (SBC) contracts with the University of Texas at San Antonio (UTSA) Small Business Development Center (SBDC) to provide no-cost business advising and training services to residents and businesses within the City of Seguin and the City of New Braunfels. Mr. Larry New serves as the Business Advisor for our region and provides in person advising services at the City Hall Annex Building every Tuesday. In addition to these business advising services, the SPARK/UTSA SBDC also hold numerous business training workshops throughout the year in Seguin. These services are free of charge to small businesses and entrepreneurs as a result of the funding provided by the SEDC.

SPARK SBC and the UTSA SBDC have requested that the Seguin EDC and New Braunfels EDC continue funding of the satellite office for Fiscal Year 2019-2020. The Seguin EDC would contribute one-third of the funding, while the New Braunfels EDC would contribute the remaining two-thirds. The expenditure of one-third of the costs of the center is to be no more than \$70,000.00. Included with this memo you will find a detailed breakdown of the direct and in-direct costs to support the operations of the SPARK SBC. Participation in the SBDC Satellite program will encourage the growth of small business and job creation in Seguin and surrounding communities. On September 9, 2019, the SEDC Board of Directors approved **Resolution 2019-11**, authorizing participation in and financial support for the SPARK Small Business Center. Because the proposed expenditure is in excess of \$50,000.00, City Council approval is necessary. The SEDC Staff and Board recommend approval of the resolution.