

1 The City Council of the City of Seabrook met in regular session on Tuesday, March 7, 2017 at
2 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if
3 appropriate, take action on the items listed below.
4

5 **THOSE PRESENT WERE:**

6 GLENN ROYAL	MAYOR
7 ROBERT LLORENTE	COUNCIL PLACE NO. 1
8 MIKE GIANROSSO (Ex. Abs.)	COUNCIL PLACE NO. 2
9 GARY JOHNSON	COUNCIL PLACE NO. 3
10 MELISSA BOTKIN	COUNCIL PLACE NO. 4
11 GLENNA ADOVASIO	COUNCIL PLACE NO. 5
12 O.J. MILLER	COUNCIL PLACE NO. 6/MAYOR PRO TEM
13 GAYLE COOK	CITY MANAGER
14 SEAN LANDIS	ASSISTANT CITY MANAGER
15 STEVEN L. WEATHERED	CITY ATTORNEY
16 MEREDITH BRANT	ASSISTANT CITY SECRETARY

17

18 Mayor Royal called the meeting to order at 7:00 p.m. and led the audience in the United States
19 and Texas Pledges of Allegiance.
20

21 **1.0 PRESENTATIONS**
22

23 **1.1 Introduce new police officers Fernando Rodriguez and Matthew Sterling, and**
24 **administer oaths of office. (Wright/Hicks)**
25

26 Chief Wright presented the new officers and Ms. Brant swore them in.
27

28 **1.2 Receive architect's update on the progress of the Public Works and Animal**
29 **Control Complex. (Gerber)**
30

31 Jeff Gerber, architect for the complex gave a visual presentation on the progress of
32 the new complex, as well as the projections that have been met. The projected
33 completion date is May 4.
34

35 **1.3 Receive presentation of the results of the 2nd Annual 2016 Celebration**
36 **Seabrook Feast & Wine By the Bay Festival. (McDerby)**
37

38 Clifton and Constance Mc Derby, producers of Celebration Seabrook gave a recap of the
39 second annual celebration. They gave a pictorial review of last year's event including the
40 various zones, events scheduled for each day and the unfortunate impact of the second
41 day rain-out. Ticket sales showed attendees were from many towns in the Greater
42 Houston area. Art was integrated into the second day with 17 artists. The media coverage
43 was very good and the event had exposure through radio, TV, community newspapers,
44 The Green Sheet, and Yelp as well as a heavy social media campaign. There were 26
45 exhibitors for the event, including local businesses, home based businesses, local
46 restaurants, food trucks, and beverage bars. Kids' activities were a huge hit and free.
47 Pelicans were a great visual anchor for the event.

48 **2.0 PUBLIC COMMENTS AND ANNOUNCEMENTS**

49
50 **2.1 Mayor, City Council and/or members of the city staff may make**
51 **announcements about city/community events. (Council)**
52

53 Councilmember Llorente made the announcement of upcoming events. Councilmember
54 Adovasio added that the next membership drive for the Seabrook Association is
55 Wednesday, the 15th from 5:30 to 7:00 p.m. at La Quinta.
56

57 **3.0 SPECIFIC PUBLIC HEARINGS**
58

59 **3.1 Conduct a Public Hearing on proposed Text Changes to Appendix A,**
60 **"Comprehensive Zoning", Article 4, "Special Use Regulations", Section 4.07,**
61 **"Special Events". (Landis/Dearman)**
62

63 Community Development Director Sean Landis stated that staff has been working on
64 modifications to the special events process for some time. The purpose of this change is
65 to remove "Special Events" from the Comprehensive Zoning section of the City Code. It
66 does not give any role to the Planning & Zoning Commission in respect to special events,
67 but in order to remove from this section of the Code, the Commission did have to make a
68 recommendation that it be removed which they did, by unanimous consent.
69

70 **4.0 BID AWARDS**
71

72 **4.1 Consider and take all appropriate action on Bid Award for Project 2017-02,**
73 **Hester's Gully Drainage Improvements Project, to low bidder GCP Contractors,**
74 **LLC, in an amount not to exceed \$123,131.50. This project is funded through the**
75 **Hurricane Ike Disaster Recovery Project GLO Round 2 funds. (Chairez)**
76

77 Public Works Director Arthur Chairez stated that this is the project that had to be rebid
78 from last November due to the bid advertisement not reaching special groups. This is
79 the last part of the project for Hurricane Ike Disaster Recovery. Last year, the land
80 was acquired, now the plan is to build a bridge at Hester Gully and clear the lot.
81 Clearing the lot will enable the heavy equipment to get through to maintain and keep
82 the property clean and mowed. A barrier of trees will be kept between the property
83 and the nearby houses. Mr. Chairez recommended that GCP Contractors, LLC, as the
84 low bidder, be awarded the bid.
85

86 Motion was made by Councilmember Miller and seconded by Councilmember Botkin
87

88 To approve Bid Award for Project 2017-02, Hester's Gully Drainage Improvements
89 Project, to low bidder GCP Contractors, LLC, in an amount not to exceed \$123,131.50.
90

91 MOTION CARRIED BY UNANIMOUS CONSENT.
92
93

94 5.0 CONSENT AGENDA

- 95
96 5.1 Approve on second reading proposed Ordinance 2017-09, "Amendment to the
97 Official Zoning Map to Rezone 1.100 Acres of Land situated North of NASA
98 Parkway, West of Repsdorph Road, and Adjacent to the City of Seabrook City
99 Limits From C-2 (Commercial-Medium) to R-3 (Residential-Medium Density)".
100 (Landis)
101

102 AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY
103 OF SEABROOK WHICH IS PART OF THE SEABROOK CITY CODE OF
104 ORDINANCES, APPENDIX A, "COMPREHENSIVE ZONING", ARTICLE 2,
105 "ADMINISTRATION", SECTION 2.05, "OFFICIAL ZONING MAP", BY
106 REZONING THE PROPERTY LOCATED AT 3802 NASA ROAD ONE, 1.100
107 ACRES, BEING OUT OF A 3.2777 ACRE TRACT OF LAND OUT OF A
108 CALLED 3.28 ACRE TRACT, AS RECORDED IN A DEED IN HARRIS
109 COUNTY CLERKS FILE NO. 20070061149 AND BEING THE PORTION OF
110 THE 3.2777 ACRE TRACT ENTIRELY WITHIN THE CITY OF SEABROOK,
111 HARRIS COUNTY, TEXAS, AS MORE PARTICULARLY DESCRIBED IN
112 EXHIBIT "A", INCORPORATED BY REFERENCE, FROM C-2
113 COMMERCIAL-MEDIUM DISTRICT TO R-3 RESIDENTIAL-MEDIUM
114 DENSITY DISTRICT; REQUIRING THAT THE ZONING MAP BE AMENDED
115 TO REFLECT THIS AMENDMENT; MAKING SPECIFIC FINDINGS
116 RELATING TO REZONING OF SUCH TRACT; PROVIDING A PENALTY IN
117 AN AMOUNT OF NOT MORE THAN \$2,000.00 FOR VIOLATION OF ANY
118 PROVISIONS HEREOF BY INCLUSION INTO THE CODE; REPEALING
119 ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN
120 CONFLICT HERewith AND PROVIDING FOR SEVERABILITY.
121

- 122 5.2 Approve on second reading of proposed Ordinance 2017-10, "Updating and
123 Amending the Sign Standards". (Landis)
124

125 AN ORDINANCE AMENDING THE CODE OF THE CITY OF SEABROOK
126 APPENDIX A, COMPREHENSIVE ZONING, ARTICLE 6, "SIGN
127 STANDARDS", SECTION 6.04 "EXEMPT SIGNS", BY AMENDING
128 SUBSECTION 6.04.02 (B) "OTHER ON-PREMISES REAL ESTATE SIGNS";
129 PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000 FOR
130 VIOLATION OF ANY PROVISION HEREOF BY INCLUSION INTO THE
131 CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES
132 INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR
133 SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
134

- 135 5.3 Consider and take all appropriate action on a proposal for Engineering
136 Services with Cobb Fendley for Wastewater Treatment Plant Upgrades Phase
137 2 (WW#6 CIP) in the amount of \$138,000.00. This is part of the Certificates of
138 Obligation Series 2016A. (Cook)

- 139
140 **5.4 Approve the annual Racial Profiling Report as mandated by the State of Texas.**
141 **(Wright)**
142
143 **5.5 Approve the City auction items list for the annual surplus auction. (Padgett)**
144
145 **5.6 Approve the appointment of Dr. Francine Snow from an alternate member to a**
146 **regular member of the Ethics Review Commission, to fill a vacancy left by Jared**
147 **Kelly, for a term ending October 31, 2017.**
148
149 **5.7 Approve a special event permit for a 5K Run by Tiger's Den Martial Arts &**
150 **Fitness on Sunday, April 23, 2017, from 6:00am until 12:00pm (noon),**
151 **beginning at 2004 Bayport Boulevard, and following the route attached. All**
152 **supporting documentation has been submitted and approved. (Hicks)**
153
154 **5.8 Approve a special event permit for the Bayside Area Little League Opening Day**
155 **Parade on Saturday, March 25, 2017, from 8:00am until 10:00 am, beginning**
156 **at Miramar Shopping Center, left on El Mar, right on Meyer, to the Bayside Area**
157 **Little League. All supporting documentation has been submitted and approved.**
158 **(Hicks)**
159
160 **5.9 Approve a special event permit for the Seabrook April Fools Food Truck Fun**
161 **Day event on Saturday, April 1, 2017, from 11:00am until 4:00pm at Pine**
162 **Gully Park. (Dearman)**
163
164 **5.10 Approve an excused absence for Robert Llorente and Gary Johnson for**
165 **the February 21, 2017 regular City Council meeting. (Hicks)**
166
167 **5.11 Approve minutes of the January 12, 2017 special joint City Council/EDC meeting.**
168 **(Hicks)**

169
170 Motion was made by Councilmember Botkin and seconded by Councilmember Adovasio

171
172 To approve the Consent Agenda, as presented.

173
174 MOTION CARRIED BY UNANIMOUS CONSENT.
175
176
177
178
179

180 **THIS SPACE INTENTIONALLY LEFT BLANK**
181
182
183
184

185 6.0 NEW BUSINESS

186
187 6.1 Consider and take all appropriate action on first reading of proposed Ordinance
188 2017-08, "Removing 'Special Event' Regulations from Appendix 'A',
189 "Comprehensive Zoning' and Recodifying in Chapter 65, "Parks, Recreation,
190 and Municipal Facilities". (Dearman/Hicks)
191

192 AN ORDINANCE AMENDING THE SEABROOK CODE OF ORDINANCES,
193 APPENDIX "A", "COMPREHENSIVE ZONING", ARTICLE 4, "SPECIAL USE
194 REGULATIONS", TO REMOVE SECTION 4.07, "SPECIAL EVENTS", AND
195 RECODIFYING SUCH PROVISIONS IN CHAPTER 65, "PARKS,
196 RECREATION, AND MUNICIPAL FACILITIES", ARTICLE I, "IN
197 GENERAL", BY ADDING A NEW DIVISION 1, "SPECIAL EVENTS",
198 SECTIONS 65-2 THROUGH 65-8; MAKING FINDINGS OF FACT, PROVIDING
199 FOR A PENALTY IN AN AMOUNT OF NOT MORE THAN FIVE HUNDRED
200 DOLLARS (\$500.00) FOR VIOLATION OF ANY PROVISIONS HEREOF BY
201 INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS
202 OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH;
203 PROVIDING FOR SEVERABILITY; AND PROVIDING FOR NOTICE AND
204 EFFECTIVE DATE.
205

206 Communications Director LeaAnn Dearman explained that the reason for moving special
207 events from the Zoning section of the Code is to enable the City Manager to
208 approve the events without bringing them to Council. In response to Council's
209 questions, she explained that this in no way affects the events which require HOT tax
210 funding. Those events will continue to be presented to Council for approval. Also,
211 this is a way to streamline the process. Currently, there is a staff committee which
212 vets all aspects of an application for a special event, so sending to the City Manager
213 allows for quicker turnaround time. Any event open to the public must get a permit
214 for a special event.
215

216 Motion was made by Councilmember Llorente and seconded by Councilmember Botkin
217

218 To approve Ordinance 2017-08 "Removing 'Special Event' Regulations from Appendix
219 'A', "Comprehensive Zoning' and Recodifying in Chapter 65, "Parks, Recreation, and
220 Municipal Facilities"on first reading.
221

222 MOTION CARRIED BY UNANIMOUS CONSENT.
223

224 6.2 Consider and take all appropriate action on first and final reading of
225 proposed Ordinance 2017-12, "Budget Amendment Ordinance FY 2015-16".
226 (Gibbs)
227

228 AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR
229 BEGINNING ON OCTOBER 1, 2015 AND ENDING ON SEPTEMBER 30, 2016
230 FOR THE CITY OF SEABROOK

Finance Director Michael Gibbs stated that the proposed budget amendment outlines revenues, expenses, and pre-approved supplemental appropriations needed to balance the general fund budget for FY 2015/16. He explained that earlier last year staff had requested approvals for a compensation study, ticket writers for the police, a Tahoe, master plan and thoroughfare plan studies and a backhoe. To balance the budget, \$111,000 out of the available \$616,000 in surplus is required.

Motion was made by Councilmember Miller and seconded by Councilmember Llorente.

To approve Ordinance No. 2017-12 "Budget Amendment Ordinance FY 2015-16" on first and final reading.

MOTION CARRIED BY UNANIMOUS CONSENT.

6.3 Consider and take all appropriate action on the 2016 Celebration Seabrook budget reconciliations and closeout in the amount of \$34,110.00. This is an unbudgeted item. (Cook/Dearman)

Ms. Cook stated that the first addendum to the contract with Food & Vine Time Productions was approved last year and under consideration for this year is the second addendum. The revenue from Celebration Seabrook last year was less than expected overall. In order to reconcile the books and closeout the budget, \$34,110 must be approved to cover expenses which would come from the general fund. She added that if approved by Council this item will come back in ordinance form as an amendment to the budget.

Motion was made by Councilmember Llorente and seconded by Councilmember Miller

To approve 2016 Celebration Seabrook budget reconciliations and closeout in the amount of \$34,110.00.

MOTION CARRIED BY UNANIMOUS CONSENT.

6.4 Consider and take all appropriate action on Addendum #2 with Food & Vine Time Productions for production services for the 3rd Annual 2017 Celebration Seabrook on November 5, 2017, in an amount of \$46,000.00. (Cook / Dearman)

Ms. Dearman gave an overview of the events for the last two years, stating that the first year expectations were exceeded and although the second year had great promotional coverage, the weather negatively impacted the second day and the City event was on the same weekend as the Galveston Biker Rally. In addition, ticket sales were down and beverage sales were down. She added that if Council chooses to have the event a third year then it will take place at Meador Park which will decrease many of the costs involved in hosting the event. It will be a one day event, there will be no lease agreements, transportation and security needs will be lessened and cost of admission will be less.

277 Mayor Royal stated that the children's activities were a hit so they should be kept and the
278 Seabrook Association Foundation may help pay to bring good music acts to the 2017
279 event.
280

281 Council members provided input as follows:

- 282 • Try to draw popular local bands.
- 283 • Avoid conflict with other area events.
- 284 • The changes suggested may make for a more successful event.
- 285 • Craft beers were a big plus and the price could be raised without issue.
- 286 • Event tracking should include returning sponsors, as well as attendance.
- 287 • Would like to see better metrics for the event moving forward, on where we are
288 and how we are reaching our goals.
289

290 Mr. Mc Derby stated that he can provide metrics at any point and costs can get "very lean
291 and mean" with the event at Meador park. Tent rentals alone will save at least \$13,000.
292 Councilmember Llorente stated that Council knew going in that the event would not
293 likely make a lot of money, but the cost cuts by having at Meador should make a
294 difference. All knew that it would be a three-year deal.
295

296 Ms. Mc Derby stated that funding will grow over time.
297

298 Ms. Dearman stated that the 2017 event will hopefully be held on the 11th of November.
299

300 Motion was made by Councilmember Llorente and seconded by Councilmember Johnson
301

302 To approve Addendum #2 with Food & Vine Time Productions for production
303 services for the 3rd Annual 2017 Celebration Seabrook in an amount of \$46,000.00.
304

305 MOTION CARRIED BY UNANIMOUS CONSENT.
306

307 **6.5 Consider and take all appropriate action on the purchase of hardware for electric**
308 **doors for the new Public Works and Animal Control Complex, from Datavox, in an**
309 **amount not to exceed \$67,333.00, through the State cooperative purchase**
310 **program. Funds are available from the Public Works and Animal Control**
311 **Complex Bond Fund. (Szakacs)**
312

313 IT Director George Szakacs stated that he had originally worked on specs for the doors to
314 the new Public Works Facility, but the general contractor thought he should provide the
315 specs. Consequently the specs were not budgeted by anyone and the doors installed were
316 not designed to plug into the current security system. He explained that while the
317 hardware for the doors was not budgeted, he had taken two bids and found alternate
318 hardware for a much lower price. It could have cost \$15,000 more. This will enable the
319 City to maintain access control and the security cameras.
320

321 Ms. Cook explained that while there have been small change orders on this project, this is
322 the most significant which will come out of the contingency fund.

Motion was made by Councilmember Llorente and seconded by Councilmember Botkin

To approve the purchase of hardware for electric doors for the new Public Works and Animal Control Complex, from Datavox, in an amount not to exceed \$67,333.00, through the State cooperative purchase program, pending any claims that could be held against the contractor.

MOTION CARRIED BY UNANIMOUS CONSENT.

7.0 ROUTINE BUSINESS

7.1 Approve the Action Items Checklist which is attached and made a part of this Agenda.

Ms. Cook stated that, with regard to the SH 146 expansion, nothing new at this time regarding store closures or right-of-way acquisition.

Ms. Cook reported on the remaining fiber optic projects from the bond funds, adding that completion is near and if there is a surplus, George may start connection on the west side of town.

In response to Councilmember Llorente's question regarding an update on the water tank, Kevin Padgett stated that the tanks would be painted soon. Discussions for landscaping, finalizing fence numbers and the underground are almost finished. There was one mishap where the line to the traffic circle was nicked causing the clock to stop, but it has now been repaired. The progress for the tank is going as expected, the engineer is coming in to inspect.

Motion was made by Councilmember Botkin and seconded by Councilmember Adovasio

To approve the Action Items Checklist.

MOTION CARRIED BY UNANIMOUS CONSENT.

7.2 Establish future meeting dates and agenda items.

Mayor Royal announced that on March 21, there will be a joint meeting at 6:00 with the regular Council meeting to follow at 7:00 p.m.

Upon motion, the meeting was adjourned at 8:55 p.m.

Robin Hicks, TRMC
City Secretary



Glenn Royal, Mayor