

The City Council of the City of Seabrook met in regular session on Tuesday, July 16, 2019 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

THOM KOLUPSKI	MAYOR
ED KLEIN – Ex. Abs.	COUNCIL PLACE NO. 1
LAURA DAVIS – Ex. Abs.	COUNCIL PLACE NO. 2
JEFF LARSON	COUNCIL PLACE NO. 3
NATALIE PICHA	MAYOR PRO TEM
	COUNCIL PLACE NO. 4
BUDDY HAMMANN – Ex. Abs.	COUNCIL PLACE NO. 5
JOE MACHOL	COUNCIL PLACE NO. 6
GAYLE COOK	CITY MANAGER
SEAN LANDIS	DEPUTY CITY MANAGER
STEVE WEATHERED	CITY ATTORNEY
STEPHANIE MARTINEZ	EXEC. ADMIN. ASSISTANT

Mayor Kolupski called the meeting to order at 7:00 p.m. and led the audience in the United States and Texas Pledge of Allegiance.

1. PRESENTATIONS

1.1 Presentation of a Certificate of Recognition to Nancy Jones for her incredibly hard work and dedication as the organizer of the Seabrook 4th of July Kids' Parade. (Kolupski)

Mayor Kolupski read and presented the recognition to Nancy Jones. Mayor Kolupski thanked Ms. Jones on behalf of Seabrook Council and Seabrook staff.

Ms. Jones thanked City staff, Seabrook Police, Seabrook Volunteer Fire Department, and all other volunteers for their help to make the event run smoothly. Ms. Jones got involved with the 4th of July Kids' Parade when she retired from teaching and wanted to give back to the community.

1.2 Presentation of the Open Space and Trails Committee Quarterly Report. (Burton)

Helen Burton, Chair of the Open Space and Trails Committee, presented the quarterly report to Council as follows:

- The Evelyn Meador Library has set up a section devoted to the pollinator pathway.
- There is a Seed Library at the Evelyn Meador Library
- The parking lot at Robinson Park has expanded by 12 new parking spots.
- New Bird Feeder
- The planter at Friendship Park has been removed.
- The cane berm is being removed at Hester Park on the Northside of the Creek
- The drift roses were removed from SH146 and Nasa and transplanted at the gazebo on Main Street. The roses are alive.

- Volunteer hours for the month of June total to 300. The total volunteer hours to date is 2,830 1/2, which is worth about \$69,000.
- The birding events are being well attended. The last bird count had about 20 people attend. The May 16 birding seminar had about 11 people attend.
- The grant application to Texas Parks and Wildlife for trail expansion was denied.
- The City was awarded a Texas Parks and Wildlife conservation grant for \$1,000.00. This grant will fund the purchase and installation of two chimney swift towers and interpretive signs in Seabrook.
- City staff is currently working on a sidewalk grant for safe routes to school.
- The Carothers Task Force is preparing for their first meeting on August 7, 2019.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS - none

2.1 Mayor, City Council, and/or member of City staff may make announcements about City/Community events. (Council)

Councilmember Larson announced that Bayside Area Little League 11 and Under is doing a sendoff to State at Tookie's Seafood.

Mayor Pro Tem Picha announced the following events: Movie in the Park and Coffee with a Cop.

Mayor Kolupski honored the Apollo 11 moon landing on their 50th Anniversary by presenting a framed photograph of the first footstep on the moon along with the Apollo 11 mission patch. The City of Seabrook has always been proud to support NASA and space exploration. The Bay Area has had the privilege to benefit from the significant contribution to education, economic development, and the improved quality of life because of NASA's leading space program born from many trials that went into the safe landing of the moon and the safe return of the astronauts. There were 18 Seabrook residents assigned a role in the Apollo 11 mission. May the Apollo 11 display always remind of us of American dominance in space inspired the next generation of scientists, engineers and leaders to continue to push the boundaries in human space exploration whose achievements will benefit the City of Seabrook and the entire Bay Area.

3. BID AWARDS

3.1 Consider and take all appropriate action on a Bid Award to staff recommended Gulf Coast Fiber through the RFP Process as best value bid, and execution of a construction agreement between the City of Seabrook and Gulf Coast Fiber, to extend the City's fiber network. (Szakacs)

George Szakacs, Director of Information Technology, is looking to continue to connect additional infrastructure to the existing fiber optic network. There were funds left over from the previous fiber project that came in under budget. The bid proposed came in half the cost of the next bid received. The City is trying to connect the water infrastructure. The City's new water monitoring SCADA system can be network attached. More can be done with this new fiber optic connections, such as cellular activity and regular network activity. More security is provided and no more on-going connectivity costs. The fiber optic network built already has saved the City a lot of money so far. There is no more monthly fee required and the life expectancy of the fiber optic

network is 50-60 years. Cameras can be placed in locations to overlook equipment, so if an alarm goes off those working or on-call can see the issue prior to coming in. As long as there is power during an emergency, the City can continue to monitor their equipment. This will help the City to secure assets and manage better.

Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol

To approve the Bid Award to staff recommended Gulf Coast Fiber through the RFP Process as best value bid, and execution of a construction agreement between the City of Seabrook and Gulf Coast Fiber, to extend the City's fiber network.

MOTION CARRIED BY UNANIMOUS CONSENT

4. CONSENT AGENDA

4.1 Approve proposed Resolution 2019-17, "Denying CenterPoint Energy Rate Case." (Cook)

A RESOLUTION OF THE CITY OF SEABROOK, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL

4.2 Consider and take all appropriate action on a permit request from INEOS to install a new 12 inch pipeline between INEOS' existing valve sites in Kemah and Seabrook. (Galyean)

4.3 Approve the minutes of the July 2, 2019 regular City Council meeting. (Hicks)

Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol

To approve the Consent Agenda as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

5. NEW BUSINESS

5.1 Consider and take all appropriate action on an Engagement Agreement between the City of Seabrook and Bickerstaff Heath Delgado Acosta, LLP for Special Counsel Services for the Water Supply Contract with the City of Pasadena. (Cook)

Gayle Cook, City Manager, stated the City has continued negotiations with the City of Pasadena. Seabrook has been dealing with a hybrid of City of Pasadena staff and consultants, now the City has been shifted to a consultant only for further negotiations. Preliminary talk is forecasting a more complex contract. The City has a current 40-year contract with the City of

130 Pasadena, which is currently at year 31. With the substantially low rate the City currently has,
131 the transition into this new contract will be essential. The City is asking for special counsel who
132 deals directly with water contracts.

133 *Motion was made by Councilmember Machol and seconded by Mayor Pro Tem Picha*

134 *To approve an Engagement Agreement between the City of Seabrook and Bickerstaff Heath*
135 *Delgado Acosta, LLP for Special Counsel Services for the Water Supply Contract with the City*
136 *of Pasadena.*

137 *MOTION CARRIED BY UNANIMOUS CONSENT*

138 **5.2** Consider and take all appropriate action on a proposal from Insituform Technologies, Inc. to
139 rehabilitate 8 inch and 10 inch sewer mains on Albatross Drive and Heron Drive, through
140 cooperative purchasing with BuyBoard, in the amount of \$106,305.80. This is a budgeted
141 item. (Padgett)

142 Kevin Padgett, Director of Public Works, stated that this proposal is for rehab work for
143 sanitary sewer mains within Seascape 2 and Baybrook. The sanitary sewer lines are concrete pipe
144 with numerous joints leaking, horizontal and vertical cracks along the pipes and have a lot of
145 intrusion. This project is considered trenchless.

146 *Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol*

147 *To approve a proposal from Insituform Technologies, Inc. to rehabilitate 8-inch and 10-inch sewer*
148 *mains on Albatross Drive and Heron Drive, through cooperative purchasing with BuyBoard, in*
149 *the amount of \$106,305.80.*

150 *MOTION CARRIED BY UNANIMOUS CONSENT*
151

152 **5.3** Consider and take all appropriate action on an intent to terminate the contract between the
153 City of Seabrook and the Clear Lake Emergency Medical Corps (CLEMC), to be effective at
154 midnight on September 30, 2019. (Cook)

155 City Manager, Gayle Cook, stated that staff previous approached Council to establish an
156 in-house EMS service. A subsequent budget amendment was approved to purchase capital
157 expenditures. The next step in this process is to give CLEMC a 90-day termination notice. Ms.
158 Cook recommended to set the effective termination time to 7pm instead of midnight to make the
159 transition easier.

160 *Motion was made by Councilmember Machol and seconded by Councilmember Larson*

161 *To approve an intent to terminate the contract between the City of Seabrook and the Clear Lake*
162 *Emergency Medical Corps (CLEMC), to be effective at 7pm on September 30, 2019.*

163 *MOTION CARRIED BY UNANIMOUS CONSENT*

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165

5.4 Consider and take all appropriate action on the purchase of a new ambulance in the amount of \$227,235.00, through a cooperative purchase through HGAC, for start-up of the new Seabrook Emergency Medical Services Department. (Goudie)

Brad Goudie, Director of Emergency Services, stated that to start up the in-house EMS service the City will need to purchase two ambulances, one new and the other used.

Mr. Goudie stated that everything is lining up to have the EMS services ready at 7pm on September 30, 2019. A meeting with the potential medical director is set to take place at the end of the month. Mr. Goudie has been working with the Human Resource Department on the job description for paramedics. Interviews for the paramedics are set to take place in August or early September. Mr. Goudie stated that he will be very selective during the interview process to get the best care for the citizens. The industry standard on response time is 7 minutes and 59 seconds and that is the standard by which the Seabrook EMS Department will be held. There is a backup plan set in place should there be a delay in the start of the in-house EMS Department. The medical insurance will be covered through TML and the medical director's license.

Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol

To approve the purchase of a new ambulance in the amount of \$227,235.00, through a cooperative purchase through HGAC, for start-up of the new Seabrook Emergency Medical Services Department.

MOTION CARRIED BY A 3-1 VOTE, WITH COUNCILMEMBER LARSON VOTING AGAINST

5.5 Consider and take all appropriate action on the purchase of loose equipment, in the amount of \$56,128.89 through a cooperative purchase through HGAC, for start-up of the new Seabrook Emergency Medical Services Department. (Goudie)

Mr. Goudie stated that this to purchase the loose equipment for the new ambulance. The equipment being purchased is: heart monitor, chest compression device, stair chair, and video laryngoscope. By purchasing the equipment through the Houston Galveston Area Council (HGAC), the State is proactive in going out and getting bids to ensure that the City is getting the lowest bid, best purchasing price and saves time from having the City from going out and getting quotes. There is a small fee of \$1,000.00 to be a part of this cooperative purchase.

Motion was made by Councilmember Machol and seconded by Mayor Pro Tem Picha

To approve the purchase of loose equipment, in the amount of \$56,128.89 through a cooperative purchase through HGAC, for start-up of the new Seabrook Emergency Medical Services Department.

MOTION CARRIED BY A 3-1 VOTE, WITH COUNCILMEMBER LARSON VOTING NAY

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4. ROUTINE BUSINESS**6.1** Review of the Clear Lake Emergency Management Corps (CLEMC) monthly report for June 2019. (Goudie)

Upon review of the monthly report, the response times are close to 20 minutes. Mr. Goudie, Director of Emergency Services, stated that those response times are in excessive of the contracted time of 9 minutes and 59 seconds. On one of the calls that well exceeds response time, the paramedics were having trouble finding the location. Mr. Goudie was not sure if they were given wrong information from dispatch during that call. A solution to avoid that happening with Seabrook's EMS Department would be proper communication with dispatch.

Mayor Kolupski stated that all the calls that were over 14 minutes had to do with chest pain or respiratory problems.

No action taken.

6.2 Review of the Seabrook Volunteer Fire Department (SVFD) monthly report for June 2019. (White)

No discussion or action taken.

6.3 Review of the Seabrook Police Department monthly report for June 2019. (Wright)

Police Chief Sean Wright stated that the number of accidents on SH146 has stayed about the same but they are more severe. One issue is the lighting on SH146, it is getting darker with businesses going away. There is nothing to help illuminate the road now that businesses are closed and being torn down. Proper signage placement at intersections will also help with reducing accidents.

No action taken.

6.4 Review of the Seabrook Animal Control monthly report for June 2019. (Vanselous)

Dwayne Vanselous, Animal Control Officer, stated that adoptions have gone up as well as animals being returned to their owners. At a recent adoption event in Taylor Lake Community Park, Mr. Vanselous was able to bring two families back to the Seabrook Animal Shelter and three animals were adopted. Calls go up in the summer because families are home more and are noticing animals throughout the day. Coyotes and hogs have been spotted.

No action taken.

248
249 **6.5** Review of the Seabrook Building Department monthly report for June 2019. (Landis)
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251 Sean Landis, Deputy City Manager, stated that throughout the month of June the building
252 department issued one new residential permit with a valuation of \$318,000.00 and one new
253 commercial permit with a valuation of \$2,830,900.00. During this fiscal year, the building
254 department forecasted to issue 36 new home permits. To date, the building department has issued
255 22 new home permits, which is on target. The revenue for all permits issued during the month of
256 June is \$34,161.00. The violations issued from Code Enforcement during the month of June are:
257 unsecure pool, dumping, no permit, lawn parking, high grass and weeds, nuisance, stop work
258 orders, zoning violations, and 3 summons. The City is working on getting the buildings demolished
259 in the 146 corridor. Blue Line and Whataburger will be demolished by the end of July. The pest
260 control building will be moved out when the asbestos is removed from the building.
261

262 No action taken.
263

264 **6.6** Review of the Seabrook Communications Department monthly report for June 2019.
265 (Petersen)
266

267 LeaAnn Petersen, Director of Communications, stated that the posts on Facebook that
268 received the most hits are the intersection closures. On Nextdoor the most popular post was about
269 the peddler permits. LeaAnn was named a Region 3 Representative while attending the Texas
270 Association of Municipal Information Officers and Advisors Conference in June 2019. This region
271 covers the Houston/East Texas area.
272

273 No action taken.
274

275 **6.7** Review of the Records Management quarterly report for 1st, 2nd, and 3rd quarters FY 18-
276 19. (Hicks)
277

278 Robin Hicks, City Secretary, stated that records management is not an easy thing to put
279 into a report. The purpose of this report is to show that the Records Management Program is
280 moving more towards electronic document management which will result in cost savings. One
281 accomplishment was the shredding of 158 boxes, that was a huge success. Another shred day will
282 have to be scheduled in the near future because citizens have asked when the City is going to have
283 another shred day. Training for SharePoint is not complete, and staff is currently still trying to set
284 up the SharePoint system.
285

286 No action taken.
287

288 **6.8** Approve the Action Item Checklist, which is attached and made apart of this Agenda.
289 (Council)
290

291 **TXDOT** – Gayle Cook, City Manager, stated that demolitions are coming along with
292 Whataburger and Blue Line. Staff is continuing to work on the relocation of utilities, and there are
293 still some outstanding issues with the contractor on the location of the City's water and sewer lines

relocates. The Communications Department is doing an excellent job on pushing out notifications on all social media outlets. Staff has noticed some safety issues in Old Seabrook.

PROJECTS – Kevin Padgett, Director of Public Works, stated that the SH146 utility relocation project has a lot of city staff involvement. This project is dealing with a lot of water and sewer interruptions. The SCADA Project is close to wrapping up. The Marvin Circle Street Project is underway with the Southside of the road completely torn out. The waterline portion of the project has passed the pressure testing. The bacteriological testing will take place later in the week. Line stabilization has started, in which it will start to “cook” and pouring of the concrete will take place in the early mornings of Friday and Saturday, which should not cause any noise or disruption. The Fiber Infrastructure Project is looking to move forward. The Red Bluff Expansion Project has TxDOT and Harris County working together and they had a bid open in July. Public Works will be bringing multiple water line Capital Improvement Projects to the next City Council meeting.

GRANTS – Ms. Cook stated that a full detail of grant administration will be given at the upcoming CIP meeting. After meeting with FEMA representatives this week, a two-step process is needed for the Wastewater Treatment Plant retrofit. There are some monetary risks involved but City Council will get a more detailed explanation at the upcoming CIP meeting. Staff has been working with the county on several different projects involving three subdivisions. Staff will be coming back with recommendations at the upcoming CIP meeting.

COUNCIL EVENTS

Councilmember Machol – Councilmember Machol decorated the Bay Area Veterans Memorial for the 4th of July.

Mayor Pro Tem Picha – Mayor Pro Tem Picha enjoyed the 4th of July Parade.

Mayor Kolupski – Mayor Kolpuski attended numerous legislative wrap up meetings. Many State Representatives and Senators showed up for the meetings and listened to area Mayors’ concerns. Most of the legislation passed by the State Legislature is not good for cities. The County is doing a cutback on the funding for the grants from 100% to 50%.

Councilmember Larson – Councilmember Larson attended the McDonald’s grand reopening.

LEGISLATIVE UPDATE – Gayle Cook, City Manager, stated that there are no new updates.

EMERGENCY COMMUNICATION PROTOCOLS – Gayle Cook, City Manager, stated that after meeting with the Mayor and Emergency Management Coordinators a list has been created to have available that City directors and emergency management teams can use should another emergency occur. The County Commissioner gave Mayor Kolupski and the Emergency Management Director, Jeff Galyean, a great list of emergency contacts. A meeting with the County Judge was very informative.

CELEBRATION SEABROOK – LeaAnn Petersen, Director of Communications, stated that Celebration Seabrook is in 100% full swing. An update on the sponsors include: Kroger, Cobb Fendley, CenterPoint Energy, Ross Banks, TASC, BOC, and Green Mountain Energy. Offers for bands and performers have been submitted. The City is working with Harris County to finalize the Chili Cook-off. Each Cook-off booth will need a food permit from the County. Updating the website is underway for Celebration Seabrook 2019.

Motion was made by Councilmember Machol and seconded by Councilmember Larson

To approve the Action Items Checklist.

MOTION CARRIED BY UNANIMOUS CONSENT

6.9 Establish future meeting dates and agenda items. (Council)

On July 23, 2019, the City will hold a Special City Council Capital Improvement Projects workshop.

On July 30, 2019, the City will hold a Special City Council Budget workshop.

On August 5, 2019, the City will hold a Special Open Space and Parks Master Plan Stakeholder meeting.

5. CLOSED EXECUTIVE SESSION

7.1 Section 551.087

Conduct a closed executive session to discuss commercial information the City has received from business prospects that it seeks to have located, stay or expanded in the City and which the City is conducting economic development negotiations, including deliberation of a financial offer or incentive. (Cook)

7.2 Section 551.071

Conduct a closed executive session to consult with the City Attorney on legal issues associated with the creation of an industrial district. (Cook)

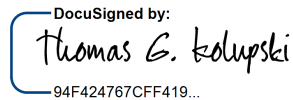
At 8:12 p.m. Mayor Kolupski announced that the City Council will now hold a closed executive meeting pursuant to the provisions of the Open Meetings Act, Chapter 551 Government Code, and Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.087, Economic Development, and Section 551.071, Consultation with Attorney.

At 8:45 p.m. Mayor Kolupski reconvened the meeting in open session and stated that items 7.1 and 7.2 had been discussed, but that no action had been taken in executive session.

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385 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 8:46 p.m.
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387 Approved this 20th day of August, 2019.
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392 Thomas G. Kolupski,
393 Mayor
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399
400 _____
401 Stephanie Martinez,
402 Executive Administrative Assistant