

The City Council of the City of Seabrook met in regular teleconference session on Tuesday, September 15, 2020 at 6:15 p.m. to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

THOM KOLUPSKI

ED KLEIN

LAURA DAVIS

JEFF LARSON

NATALIE PICHA

BUDDY HAMMANN

JOE MACHOL

GAYLE COOK

SEAN LANDIS

STEVE WEATHERED

ROBIN LENIO

MAYOR

COUNCIL PLACE NO. 1

COUNCIL PLACE NO. 2

COUNCIL PLACE NO. 3

MAYOR PRO TEM

COUNCIL PLACE NO. 4

COUNCIL PLACE NO. 5

COUNCIL PLACE NO. 6

CITY MANAGER

DEPUTY CITY MANAGER

CITY ATTORNEY

CITY SECRETARY

Mayor Kolupski called the meeting to order at 6:20 p.m. and conducted roll call to establish a quorum of City Council members.

1 PRESENTATIONS

1.1 Receive a presentation on the Open Space and Trails Committee Quarterly Report. *Helen Burton, Chair of the Open Space and Trails Committee*

The City Council received a presentation by Helen Burton, Chair of the Seabrook Open Space and Trails Committee, regarding the quarterly activities of the committee. Ms. Burton's presentation is shown in Attachment A.

1.2 Receive a presentation on the new City of Seabrook Above and Beyond Employee Award Program and recognize first, second, and third quarter winners for FY 2019/2020, Kimberly Boniface, Carlos Leyva, and Alberto Alarcon. *Yesenia Garza, Director of Human Resources*

Officer Kimberly Boniface received the 2020 First Quarter Above and Beyond award for life-saving efforts performed while on duty. Officer Boniface was the first to arrive on the scene for a medical emergency at the Captain Inn and Suites on October 30, 2019. Upon arrival Officer Boniface immediately began performing CPR on an unconscious individual until Seabrook EMS arrived. Seabrook Medic Robert Turner stated Officer Boniface's CPR efforts saved a life

Public Works Wastewater Operator, Carlos Leyva was a true hero to a resident in Seabrook and received the 2020 Second Quarter Above and Beyond award. Earlier this year, a resident got her vehicle stuck in a drainage ditch after leaving the bus stop on Shady Lake Drive. As luck would have it, Carlos and his partner turned onto the street doing their regular rounds and

encountered the situation within minutes. They quickly assisted the motorist and pulled her vehicle out of the ditch with a neighbor's assistance. The motorist's neighbor, who contacted the city with the good samaritan story said, "My neighbor would not have been able to get out of the ditch without their assistance and Carlos was beyond nice and helpful and I really wanted the city to know THAT'S the kind of feeling people want to feel living in a small town."

Officer Alberto Alarcon received the 2020 Third Quarter Above and Beyond award for showing true compassion and empathy during a crisis situation. Officer Alarcon gave a suicidal individual a personal prayer coin that belonged to his father while attentively listening and empathizing with the individual. Officer Alarcon encountered the same individual at a later date when the individual's car broke down and at that time convinced the individual to seek medical attention for his condition. Sergeant Fernando Rodriguez said that "Officer Alarcon humanized our police profession when dealing with a difficult situation. I, as a supervisor, in addition to Alarcon's peers, have noticed that his behavior and actions are having an impact."

1.3 Receive a presentation on City of Seabrook's response to Hurricane Laura. *Brad Goudie, Director of Emergency Services*

City Manager, Gayle Cook, expressed appreciation for and congratulated various city staff members for their outstanding work in preparation for Hurricane Laura. Specifically Ms. Cook recognized the Brad Goudie, Director of Emergency Services; Kevin Rodgers, Fire Marshall and Assistant Director of Emergency Services; Yesenia Garza, Director of Human Resources, LeaAnn Petersen, Director of Community and Visitor Relations, George Szakacs, Director of Information Technology, and Michael Gibbs, Director of Finance.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS - none

3. BOARDS AND COMMISSIONS

3.1 Approve the ratification of the City Manager's appointment of Byron Hanssen to fill a position on the Seabrook Civil Service Commission to replace Larry Doreck for a term to expire June 1, 2022. *City Council*

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

To approve the ratification of the City Manager's appointment of Byron Hanssen to fill a position on the Seabrook Civil Service Commission to replace Larry Doreck for a term to expire June 1, 2022.

MOTION CARRIED BY UNANIMOUS CONSENT

3.2 Approve the ratification of the City Manager's appointment of Steve Dean to fill a position

on the Seabrook Civil Service Commission to replace Zip Saxon for a term to expire June 1, 2023. *City Council*

Motion was made by Councilmember Davis and seconded by Councilmember Klein

To approve the City Manager's appointment of Steve Dean to fill a position on the Seabrook Civil Service Commission to replace Zip Saxon for a term to expire June 1, 2023.

MOTION CARRIED BY UNANIMOUS CONSENT

4. SPECIFIC PUBLIC HEARINGS

4.1 Conduct a Public Hearing to present the proposed FY 2020/21 Crime Control and Prevention District Budget. *Sean Wright, Chief of Police*

Mayor Kolupski opened the Public Hearing.

Having no speakers come forward, Mayor Kolupski closed the Public Hearing.

4.2 Conduct a Public Hearing to present the proposed FY 2020/21 Seabrook Economic Development Corporation Budget. *Paul Chavez, Director of Economic Development*

Mayor Kolupski opened the Public Hearing.

Having no speakers come forward, Mayor Kolupski closed the Public Hearing.

4.3 Conduct a Public Hearing to present the proposed FY 2020/21 General, Enterprise, and Special Funds Budgets. *Gayle Cook, City Manager and Michael Gibbs, Director of Finance*

Mayor Kolupski opened the Public Hearing.

Having no speakers come forward, Mayor Kolupski closed the Public Hearing

5. BID AWARD

5.1 Consider and take all appropriate action on a Bid Award for CIP W11 to Viking Painting, LLC for Friendship Park Elevated Storage Tank Rehabilitation Project to supply labor, materials, and equipment for the work required, as prepared by Dunham Engineering, Inc. *Kevin Padgett, Director of Public Works and Brian Craig, City Engineer and Assistant Director of Public Works*

Kevin Padgett, Director of Public Works, explained that the assessment by Dunham Engineering on the Friendship Park Elevated Storage Tank resulted in the need for replacement of protective coating systems and minor structural repairs in order to ensure the public water supply storage tanks are in safe and productive working order and in compliance with the TCEQ & EPA environmental rules and regulations.

127
128 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*
129

130 *To approve a Bid Award for CIP W11 to Viking Painting, LLC for Friendship Park Elevated*
131 *Storage Tank Rehabilitation Project to supply labor, materials, and equipment for the work*
132 *required, as prepared by Dunham Engineering, Inc.*
133

134 *MOTION CARRIED BY UNANIMOUS CONSENT*
135

136 **6. CONSENT AGENDA**
137

138 **6.1** Approve on second reading proposed Ordinance 2020-20, "Amending the City of Seabrook
139 City Code of Ordinances to Update 'Appendix B' 'Master Fee Schedule'". This ordinance was
140 corrected after first reading to add the Mobile Food Vendor Application Fee that was previously
141 approved by City Council in Ordinance 2019-28. *Robin Lenio, City Secretary*
142

143 AN ORDINANCE AMENDING THE CODE OF THE CITY OF SEABROOK, TO UPDATE
144 "APPENDIX B", ENTITLED, "MASTER FEE SCHEDULE", BY UPDATING AND
145 AMENDING PARKS AND RECREATION FEES, MOBILE FOOD VENDOR APPLICATION
146 FEE, SANITATION/GARBAGE COLLECTION FEES, AND WATER AND WASTEWATER
147 UTILITY RATES; MAKING FINDINGS OF FACT; REPEALING AND REPLACING ALL
148 REFERENCES TO SUCH FEES AND CHARGES IN ALL ORDINANCES OR RESOLUTIONS
149 IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; AND
150 PROVIDING NOTICE AND EFFECTIVE DATE
151

152 **6.2** Approve minutes of the August 18, 2020 regular City Council meeting. *Robin Lenio, City*
153 *Secretary*
154

155 **6.3** Approve minutes of the August 20, 2020 special City Council meeting. *Robin Lenio, City*
156 *Secretary*
157

158 **6.4** Approve minutes of the September 1, 2020 regular City Council meeting. *Robin Lenio, City*
159 *Secretary*
160

161 *Motion was made by Councilmember Hammann and seconded by Councilmember Machol*
162

163 *To approve the Consent Agenda, as presented*
164

165 *MOTION CARRIED BY UNANIMOUS CONSENT*
166

167 **7. NEW BUSINESS**
168

169 **7.1** Consider and take all appropriate action on first and final reading of Ordinance 2020-21,
170 "Amendment No. 5 Amending the Budget for the Fiscal Year beginning October 1, 2019 and
171 ending September 30, 2020 for City Department Encumbrances". *Michael Gibbs, Director of*

172 *Finance*

173
174 AN ORDINANCE AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE FISCAL
175 YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020 BY
176 AUTHORIZING CERTAIN ADDITIONS IN THE AMOUNT OF \$313,003 FOR GENERAL
177 FUND; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO
178 FACILITATE THE CHANGES IDENTIFIED; AND FINDING AVAILABLE
179 UNENCUMBERED FUNDS FOR THE SUPPLEMENTAL APPROPRIATION AND/OR
180 RESERVE REDUCTION

181
182 *Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol*

183
184 *To approve on first and final reading of Ordinance 2020-21, "Amendment No. 5 Amending the*
185 *Budget for the Fiscal Year beginning October 1, 2019 and ending September 30, 2020 for City*
186 *Department Encumbrances".*

187
188 *MOTION CARRIED BY UNANIMOUS CONSENT*

189
190 **7.2** Consider and take all appropriate action on Resolution 2020-16, "Participation in the
191 1Government Procurement Alliance Cooperative Purchasing Program". *Michael Gibbs, Director*
192 *of Finance*

193
194 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS
195 AUTHORIZING THE CITY'S PARTICIPATION IN THE 1GOVERNMENT PROCUREMENT
196 ALLIANCE COOPERATIVE PURCHASING PROGRAM FOR GOODS AND SERVICES,
197 AND AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED AGREEMENT FOR
198 SUCH PROGRAM

199
200 *Motion was made by Councilmember Hammann and seconded by Councilmember Klein*

201
202 *To approve Resolution 2020-16, "Participation in the 1Government Procurement Alliance*
203 *Cooperative Purchasing Program".*

204
205 *MOTION CARRIED BY UNANIMOUS CONSENT*

206
207 **7.3** Consider and take all appropriate action on an Addendum and Standard Form Agreement
208 between the City of Seabrook and Viking Painting LLC to perform repairs and rehabilitate the
209 coating on Friendship Park Elevated Water Tank, in an amount of \$114,300.00, for CIP
210 W11. *Kevin Padgett, Director of Public Works and Brian Craig, City Engineer and Assistant*
211 *Director of Public Works*

212
213 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*

214

215 *To approve an Addendum and Standard Form Agreement between the City of Seabrook and Viking*
216 *Painting LLC to perform repairs and rehabilitate the coating on Friendship Park Elevated Water*
217 *Tank, in an amount of \$114,300.00, for CIP W11.*

218
219 *MOTION CARRIED BY UNANIMOUS CONSENT*

220
221 **7.4** Consider and take all appropriate action on the Coronavirus Relief Fund Small Cities Program
222 Spending Plan. *Gayle Cook, City Manager*

223
224 *Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol*

225
226 *To approve the Coronavirus Relief Fund Small Cities Program Spending Plan.*

227
228 *MOTION CARRIED BY UNANIMOUS CONSENT*

229
230 **7.5** Consider and take all appropriate action on the tax rate for FY 2020/21. *Michael Gibbs,*
231 *Director of Finance*

232
233 *Gayle Cook, City Manager, and Mr. Gibbs discussed proposed tax rate options with City*
234 *Council to ascertain the direction that City Council would like to go with regard to the adoption of*
235 *a FY2020-2021 Tax Rate. The Council unanimously approved moving forward with publication*
236 *of a notice for a public hearing on October 6, 2020 at 5:30pm on proposed voter approval tax rate*
237 *of \$0.543613.*

238 **7.6** Consider and take all appropriate action on first and final reading of proposed Ordinance
239 2020-22, "Seabrook Crime Control and Prevention District Budget for FY 2020/21". *Sean*
240 *Wright, Chief of Police*

241
242 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*

243
244 *To approve on first and final reading of proposed Ordinance 2020-22, "Seabrook Crime Control*
245 *and Prevention District Budget for FY 2020/21".*

246
247 *MOTION CARRIED BY UNANIMOUS CONSENT*

248
249 **7.7** Consider and take all appropriate action on first and final reading of proposed Ordinance
250 2020-23, "Seabrook Economic Development Corporation Budget for FY 2020/21". *Paul Chavez,*
251 *Director of Economic Development*

252
253 *Motion was made by Councilmember Hammann and seconded by Councilmember Klein*

254
255 *To approve on first and final reading of proposed Ordinance 2020-23, "Seabrook Economic*
256 *Development Corporation Budget for FY 2020/21".*

257
258 *MOTION CARRIED BY UNANIMOUS CONSENT*

259 **7.8** Update of the City of Seabrook General, Enterprise, and Special Funds Budgets for FY
260 2020/21 and consider and take all appropriate action on first and final reading of Ordinance 2020-
261 24, "City of Seabrook General, Enterprise, and Special Funds Budgets for FY 2020/21". *Gayle*
262 *Cook, City Manager and Michael Gibbs, Director of Finance*

263
264 *Motion was made by Councilmember Klein and seconded by Mayor Pro Tem Picha*

265
266 *To approve on first and final reading of Ordinance 2020-24, "City of Seabrook General,*
267 *Enterprise, and Special Funds Budgets for FY 2020/21".*

268
269 **MOTION CARRIED BY UNANIMOUS CONSENT**

270
271 **8. ROUTINE BUSINESS**

272
273 **8.1** Update and report on various items that require no action, including SH 146 Expansion
274 Project, City of Seabrook CIP Projects, and City of Seabrook Grant Administration. *Gayle Cook,*
275 *City Manager*

276
277 Ms. Cook presented the updates shown in Attachment B.

278
279 **8.2** Update and discuss report by City Manager on COVID related issues, including information
280 regarding reopening timeline for Seabrook public meetings. *Gayle Cook, City Manager and Brad*
281 *Goudie, Director of Emergency Services*

282
283 Ms. Cook presented the updates shown in Attachment C.

284
285 **8.3** Establish future meeting dates and agenda items. *City Council*

286
287 The next regular City Council meeting will be held by teleconference on October 6, 2020,
288 at 5:30 p.m.

289
290
291 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 7:54 p.m.

292
293 Approved this 20th day of October, 2020.

294
295
296
297
298
299
300 *Robin Lenio*

301
302

Robin Lenio, TRMC
303 City Secretary

Thomas G. Kolupski

Thomas G. Kolupski
Mayor



ATTACHMENT A

2020 September
Presentation
to Council

Pedestrian Crossing @ Hammer



Children love
to push the
button to turn
on the lights





Butterfly Way station

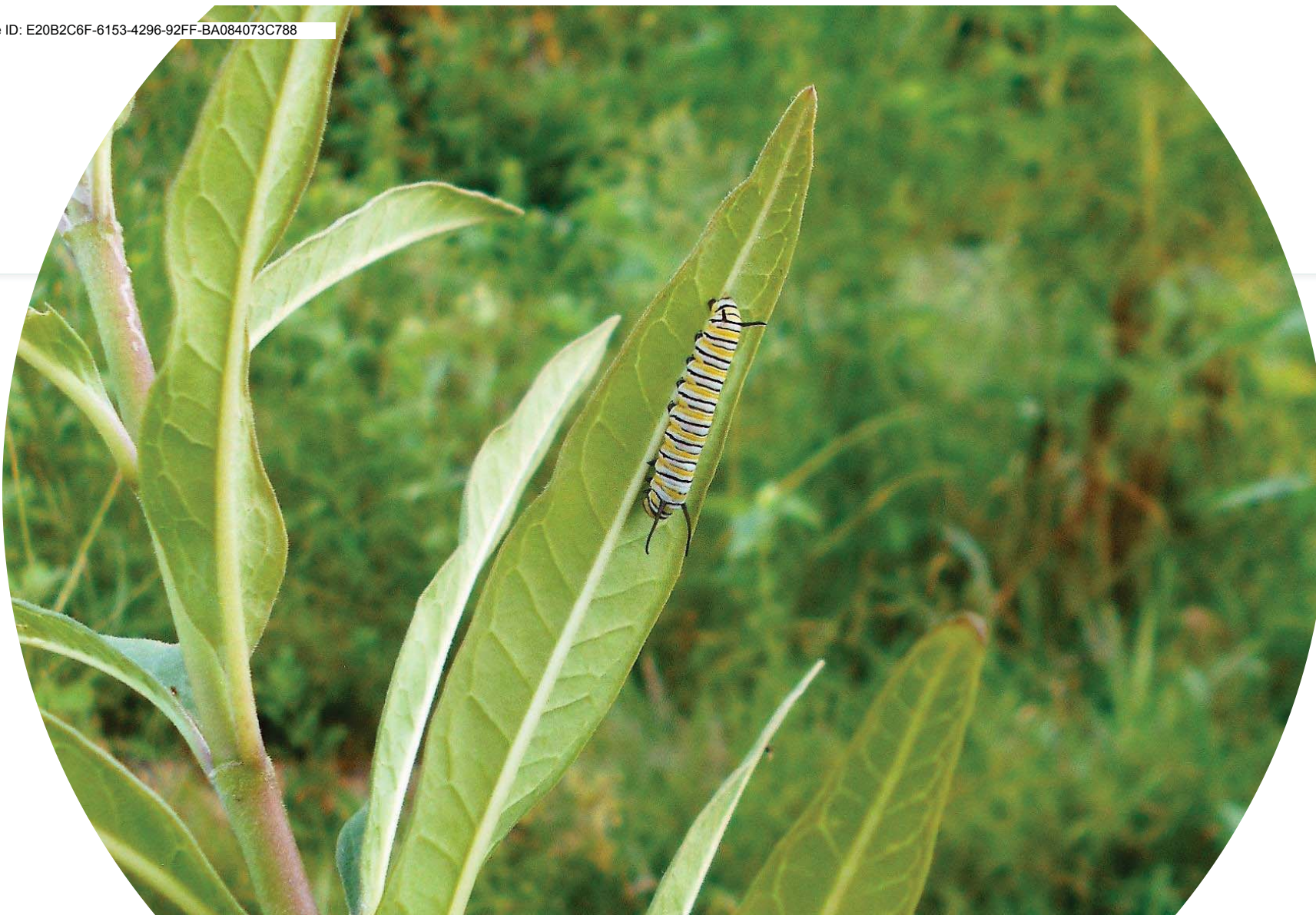






- Installing wind break to keep the butterflies from blowing off the flowers









David got his
wife's help to
clear tallow at
Meador

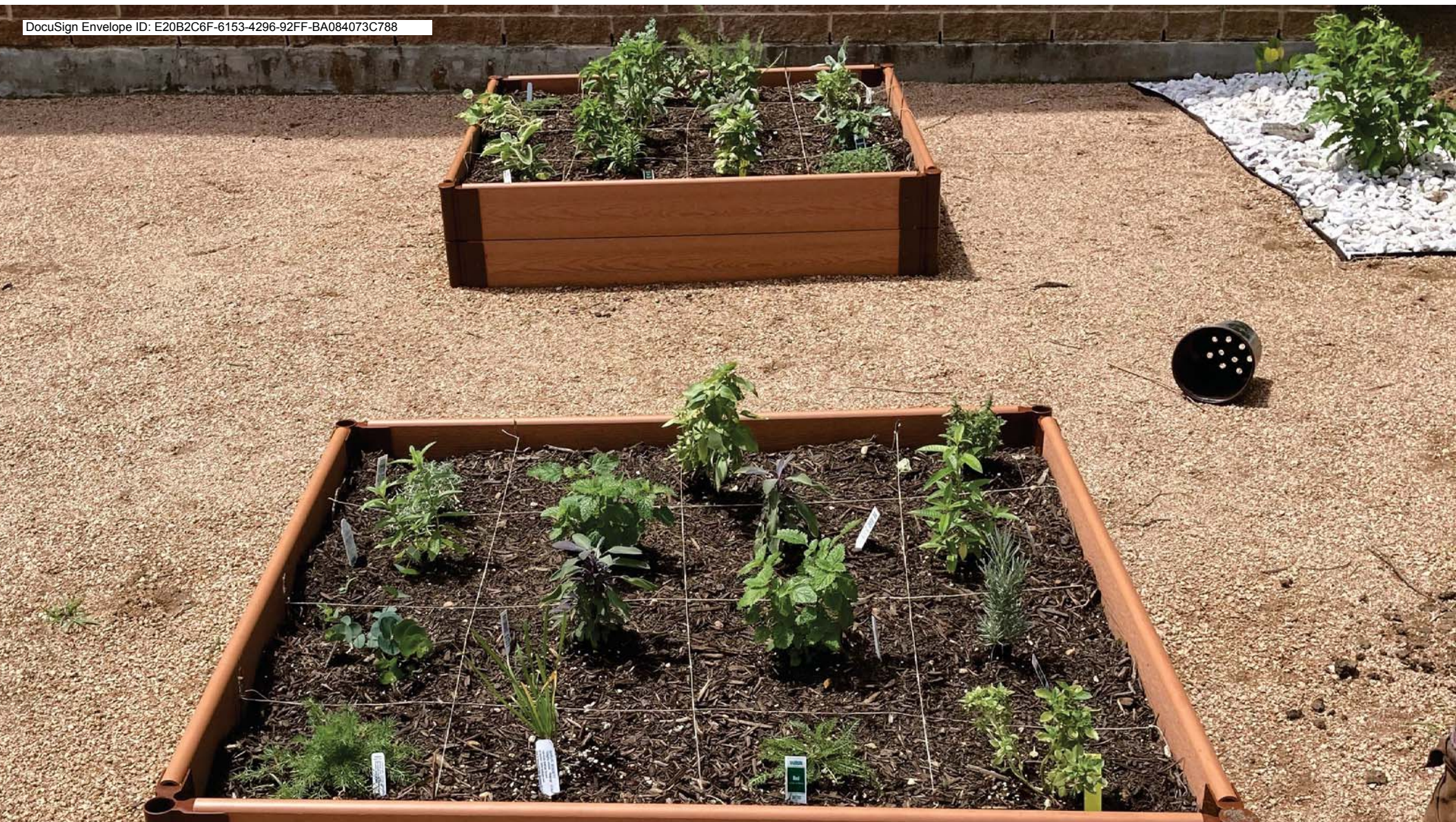


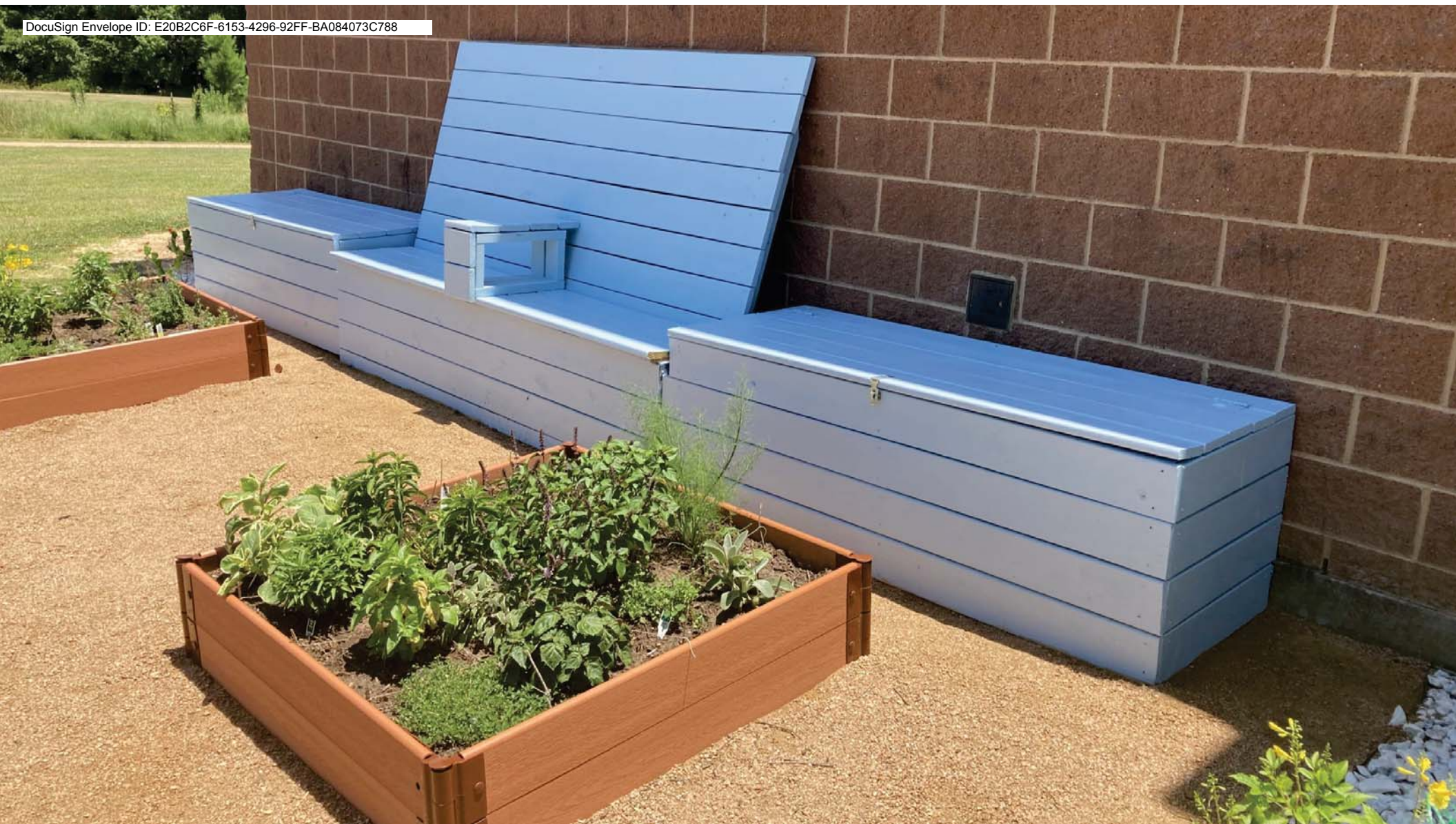


Community Garden and the library

- Herbs are planted
- Plans for edible forest on city land in Meador Park
- Schedule volunteers for watering











Labled for
specific tre





Chimney swift tower on
Pine Gully at Todville

Chimney Swift tower in Wildlife Park



- Seabrook will participate with Audubon Society on September 20 at 7 PM for Chimney Swift count using the Seabrook Chimney Swift towers.



Public works
puts up
additional
signage to
remind people
to keep social
distance

Additional keep
social
distancing and
hygiene
information @
Pine Gully



COVID-19 CORONAVIRUS
DISINFECTANT SERVICES
Seabrook Beach Parks

AK Wet Works is dedicated to containing and reducing the spread of the Coronavirus (COVID-19, SARS-COV-2).

HELPING OUR COMMUNITY RECOVER

We appreciate the efforts made by our community in keeping the city of Seabrook safe from COVID-19. To show our gratitude and reflect our commitment to the community, we are offering a **FREE** park disinfection service to the following high traffic Seabrook Beach Parks:

- Friendship Park
- Robinson Park
- Baybrook Park
- Rex L. Meador Park
- Miramar Park

Our products are EPA registered & approved for Coronavirus applications and are proven to be effective at killing the virus and leaving a safe antimicrobial layer to help prevent contamination after the treatment. Our application creates immediate kill with lasting preventive qualities.

AK Wet Works is a local business HERE, ready to help you in reducing the impacts to your business and your family. In this remarkable moment we will do all we can to help our community, businesses and places of worship recover.

Akwetworks.com or Follow Us on Social Media

CALL OR DISINFECTION SERVICE
281-734-2447 ext 6

AK WET WORKS

COVID-19 DISINFECTION SERVICES

• Airports
• Cruise Facilities
• Public Facilities
• Universities
• Hospitals
• Emergency Services
• Public Transportation
• Ships & Shipping
• Animals
• Heavy Machinery
• Day Camps
• Bars & Restaurants
• Diner & Truck Stops
• Apartment Complexes
• Industrial Facilities
• Gas Stations, Gas Wells & Shops
• High School High Schools
• Parks, Playgrounds
• Parks, Monuments
• Sports Grounds
• Retail Stores, Shops
• Schools, Colleges
• Grocery & Retail Stores

Information about the company helping disinfect the equipment

With erosion
mat



Without erosion mat



New volunteer Matthew McConomy



Repaired foot bridge



Texas Parks and Wildlife Trail grant



Apache Tree Grant



Woodland Regeneration



Volunteer hours through August, 2020 - 774.
Equivalent monetary value \$19,695.54

Third consecutive
GCAA Gold Star
Award – Qualifying
Seabrook for
"Sustained
Excellence" Award



MEMORANDUM

CITY MANAGER'S OFFICE



To: Honorable Mayor and City Council
From: Gayle Cook, City Manager
Date: September 15, 2020
Subject: City Council Update

SH 146 Expansion

Phase 1 Step 1: Widen northbound side of existing bridge. Add one travel lane and one 14-foot wide bicycle lane. Anticipated completion: early 2021.

Phase 1 Step 2: Construct northbound frontage road in Seabrook. Anticipated completion: 5 months, pending utility relocations.

Phase 2: Widen southbound side of existing bridge. Build majority of Express Bridge. Build remainder of northbound frontage road in Seabrook. 1. Began April 2020. Approximate duration: 2 years.



MEMORANDUM CITY MANAGER'S OFFICE



Capital Improvement Projects (CIP)

City staff is currently managing over \$48 million in active CIP projects.

Pine Gully Wastewater Treatment Plan Retrofit \$35,946,438 (C.O.s/HMGP)

The 90% design plans are expected in coming two weeks for review. November 2020, is still the anticipated 100% design date for the city to apply for Phase II of the HMGP Grant process for construction.



MEMORANDUM CITY MANAGER'S OFFICE

**SH 146 City Utility Relocates (CIP W7 and WW8) \$3,694,358
(SIB)**



SH 146 Utility Relocations



MEMORANDUM

CITY MANAGER'S OFFICE



Friendship Elevated Water Tower Project (W11) \$350,000 (Impact Fees)

September 15th City Council Meeting for documentation approval. Initiation of this project forecasted for late 2020.

Chloramine Conversion (CIP W13) \$272,875 (Enterprise Fund)

In progress and additional materials to be shipped late September 2020.

SMART Meter (CIP FAC6) \$3,000,000 (C.O.s 2020)

September 3, 2020 Bid Opening. Staff evaluated bids and will be making a recommendation on the October 20, 2020 Meeting.

Seascope and Baybrook Subdivision HCFCD Bond E-07 (D11 and D12) \$2,238,000 (Total Project Cost)

As part of the Certificates of Obligation recently issued for 2020, Seascope and Baybrook Subdivision drainage improvement projects have started. City staff have been notified that a Phase I Environmental Site Assessment (ESA) is in progress.

Red Bluff Road Expansion TxDOT and Harris County Project

Project limits have moved east of Lakeside with clearing for the westbound lane.



MEMORANDUM

CITY MANAGER'S OFFICE



El Mar Ditch HCFCD Bond E-07 (D2) **\$3,905,527 (Total Project Cost)**

Project is an environmental phase and public comment is under review. No further updates on alternate designs.

Rail Spur Project (Port of Houston and FUSED Industries)

Phase III for Track installation and removal of temporary materials with final striping is pending further update on timeline.



MEMORANDUM

CITY MANAGER'S OFFICE



Grants Update

Port of Houston Community Grant \$50,000 – August 14, 2020

Kevin Padgett, Director of Public Works made application for Wildlife Refuge Park Entrance and Signage and the project is under review.

FEMA – Public Assistance – COVID-19 Disaster

City of Seabrook has expended approximately \$60k in costs directly related to COVID-19 and is accounted separately by Finance for federal and CRF reimbursement.

FEMA – Public Assistance – Hurricane Laura Disaster

City of Seabrook expenses force account labor and equipment of approximately \$71k in preparations and stand-by for Hurricane Laura. An initial kick off briefing will begin the opening of this reimbursement process.

MEMORANDUM

CITY MANAGER'S OFFICE



CARES Act – Small City Assistance Program \$786,005

\$244,600 for the Seabrook Economic Incentive Program for business during COVID under the category of Economic Expenses.

Staff is working on a Spending Plan for remaining funds for review by Harris County consultation and future approval by City Council.

Texas Parks and Wildlife Grant (TPWG)

In Progress. Texas Parks and Wildlife Commission to begin environmental and archeological resource reviews.

Livable Centers Program (HGAC) – Old Seabrook District \$194,000

Paul Chavez, Sean Landis and LeaAnn Dearman Peterson sat on HGAC review board today for potential consultant for Livable Center. HGAC Board plans to meet September 15, 2020, and finalize contract. Kick-Off of the team and program is anticipated in November, 2020.

The plan is to recommend projects that would encourage walkability, connection within and between nodes of community activity and build on environment strategies that support local economic development and employment.

MEMORANDUM

CITY MANAGER'S OFFICE



To: Honorable Mayor and City Council
 From: Gayle Cook, City Manager
 Date: September 15, 2020
 Subject: City Council COVID Update

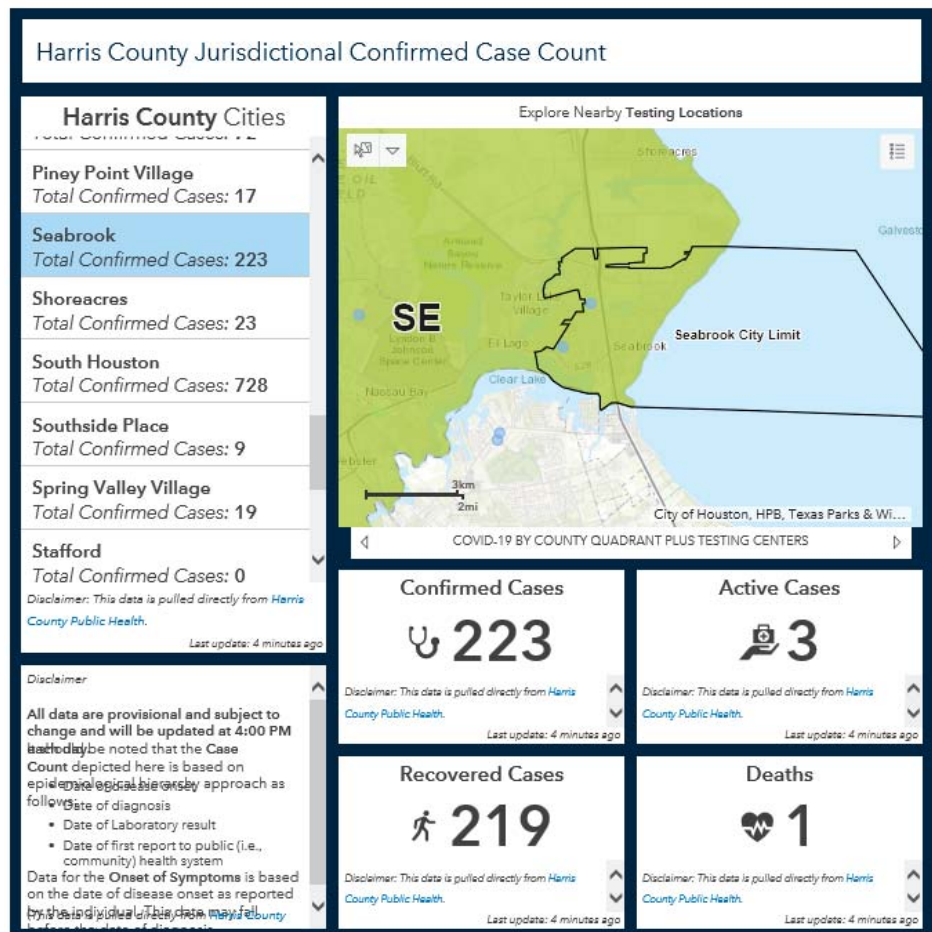
City Emergency Operations Center

Seabrook Emergency Operations Center (EOC) is active and remains at a Level III for the local COVID-19 Disaster Declaration.

City Operations

City facilities with public access continue to be on an appointment only or curbside assistance status.

Staff will be targeting October 1, 2020, for a reopening to lobby areas to the public



MEMORANDUM

CITY MANAGER'S OFFICE



County

The current level with Harris County remains at a Level 1 – Severe. Harris County Judge Lina Hidalgo on August 26, 2020, extended the Health and Safety Policy and Face Coverings. The order is in effect until the 14th day following the expiration of Governor Gregg Abbott's final declaration.



State

Governor Greg Abbott renewed COVID-19 Disaster Declaration on September 8, 2020.