



MEETING MINUTES
November 20, 2023
Regular Seabrook City
Council Meeting

Mayor Thom Kolupski called the Seabrook Council Meeting to order at 6:00 p.m. in the Council Chambers in Seabrook City Hall. Present were City Councilmembers Jackie Rasco, Rob Hefner, Tom Tollett, Mike Giangrosso, Buddy Hammann, and Joe Machol. Mayor Thom Kolupski declared a quorum and pledges were conducted.

1. Invitation to Address Council

The following citizens gave public comments:

NAME	ADDRESS	TOPIC
Melanie Bently	1434 Cottage Cove Ct.	Unlawful entry by city employee
Rick Bently	1434 Cottage Cove Ct.	Unlawful entry by city employee
Caroline Riley	2321 Menard Ave.	Abandoned boats in Clear Lake
Cate Riley	2321 Menard Ave.	Abandoned boats in Clear Lake

1.1 Mayor, City Council and/or City Staff Announcements

Councilmember Rob Hefner reported the following events:

- Christmas Boat Parade on November 26, 2023
- Christmas Tree Lighting on November 30, 2023
- Pearl Harbor Day event by another agency on December 7, 2023
- Breakfast with Santa on December 19, 2023

2. Consent Agenda

2.1 Approve Minutes from the meetings of: August 8, 2023, August 30, 2023, September 5, 2023, September 14, 2023, September 19, 2023, October 3, 2023, and October 17, 2023

2.2 Approve quarterly reports for Fiscal Year 2023.

Motion: Approve the Consent Agenda

Made By: Councilmember Hammann

Seconded By: Councilmember Tollett

Vote: **Motion carried** unanimously by all present

3. New Business

3.1 Consider and take all appropriate action on Ordinance 2023-31 canvassing returns and declaring results of the City of Seabrook Bond Election.



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CANVASSING RETURNS AND DECLARING RESULTS OF THE CITY OF SEABROOK, TEXAS NOVEMBER 7, 2023 BOND ELECTION

Motion: To Approve
Made By: Councilmember Hammann
Seconded By: Councilmember Machol
Vote: **Motion carried** unanimously by all present

- 3.2 Consider and take all appropriate action on the approval of Resolution 2023-17, participation in the Interlocal Purchasing System ("TIPS"), authorizing the City Manager to enter into an Interlocal Agreement for the cooperative purchase of goods and services through the Interlocal Purchasing System, a cooperative purchasing program**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS AUTHORIZING THE CITY'S PARTICIPATION IN THE TIPS PURCHASING COOPERATIVE PURCHASING PROGRAM FOR GOODS AND SERVICES, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE ATTACHED AGREEMENT FOR SUCH PROGRAM

Motion: To Approve
Made By: Councilmember Hammann
Seconded By: Councilmember Tollett
Vote: **Motion carried** unanimously by all present

- 3.3 Consider and take all appropriate action on the approval of Resolution 2023-18, Suspending the Effective Date of the CenterPoint's Proposed Rate Increase**

A RESOLUTION BY THE CITY OF SEABROOK, TEXAS AUTHORIZING AND APPROVING MEMBERSHIP IN THE CITIES SERVED BY CENTERPOINT GAS (CITIES) FOR THE PURPOSE OF PROTECTING THE INTEREST OF THE CITY AND ITS CITIZENS WITH RESPECT TO CENTERPOINT MATTERS; FURTHER SUSPENDING THE DECEMBER 4, 2023 EFFECTIVE DATE OF THE STATEMENT OF INTENT OF CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS TO CHANGE RATES IN THE TEXAS DIVISION; TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; AUTHORIZING PARTICIPATION WITH THE CITIES SERVED BY CENTERPOINT GAS; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS



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RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW;
REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL
COUNSEL

Motion: To Approve
Made By: Councilmember Hammann
Seconded By: Councilmember Rasco
Vote: **Motion carried** unanimously by all present

- 3.4 Consider and take all appropriate action on the approval of Resolution 2023-19, authorizing the City of Seabrook Emergency Management Coordinator to apply for the UASI Grant for the purchase of EMS protection equipment, specifically, ballistic armor**

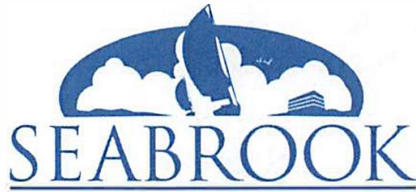
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK,
AUTHORIZING THE CITY EMERGENCY MANAGEMENT COORDINATOR TO
APPLY FOR, ACCEPT AND APPROPRIATE UPON AWARD UP TO \$6,150.00
FROM THE HOUSTON UASI UNDER THE FISCAL YEAR 2023-2024 UASI
GRANT PROGRAM AND TO EXECUTE ALL GRANT DOCUMENTS RELATING
THERETO

Motion: To Approve
Made By: Councilmember Hammann
Seconded By: Councilmember Tollett
Vote: **Motion carried** unanimously by all present

4. Discussion

- 4.1 Discuss and take any appropriate action regarding boats in disrepair and/or abandoned in Clear Lake.**

Councilmember Hammann presented problems associated with abandoned and derelict boats in the lake. He also presented the Letter of Indemnification process. He said the GLO is working on this letter as well as attempting to find funding for the removal of the boats. He also stated League City is taking the lead to address the problem and developing a cohesive plan for the surrounding cities to join. Mayor Kolupski stated he had contacted the state representative as well.



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- 4.2 Discuss the “Right of Entry” authority granted to the City’s Building Official, Building Inspector, Code Enforcement Officer, and Fire Marshal, as prescribed within, Ordinance 2023-20 Amendment to Chapter 18, “Building and Building Regulations” and Chapter 34, “Fire Prevention and Protection” Update and Amendments to Various Building and Fire Codes; more specifically, the 2021 International Residential Code, Section R104.6 “Right of Entry”, the 2021 International Building Code, Section 104.6 “Right of Entry”, the 2021 International Property Maintenance Code, Section 105.3 “Right of Entry”, and the 2021 International Fire Code, Section 104.3 “Right of Entry”.

Councilmember Machol presented the codes but suggested some revisions were needed. He also stated the safety of homeowners as well as staff should be addressed.

Motion:	To reopen a closed Human Resources investigation
Made By:	Councilmember Rasco
Seconded By:	Councilmember Machol
Vote:	Motion failed with Councilmembers Rasco and Machol voting in favor, and Mayor Kolupski and Councilmembers Hamman, Tollett, Giangrosso, and Hefner voting against the motion.

5. Routine Business

- 5.1 City Manager update and report to City Council on various items that require no action, including Seabrook Boards and Commissions, TxDOT SH 146 Expansion Project(s), Port Houston Rail Spur Project, Seabrook CIP Projects, Grants, and CenterPoint Substation.

City Manager, Gayle Cook, gave Council an update. See Attachment A.

Mayor Kolupski requested grants for early warning systems pertaining to hazardous discharge be pursued. Councilmember Giangrosso requested more attention to clean-up following vehicle accidents.

- 5.2 Report to City Council on a recap of Celebration Seabrook

Amanda Alvarado, Director of Public Affairs, gave a report on Celebration Seabrook. See Attachment B.



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5.3 Establish future meeting dates and agenda items

City Secretary Rachel Lewis stated the next meetings were scheduled for:

December 5, 2023 at 6:00 pm

December 19, 2023 at 6:00 pm

No meeting scheduled for January 2, 2023

January 16, 2023 at 6:00 pm

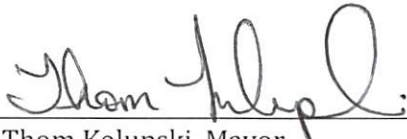
Motion: To adjourn

Made By: Councilmember Hammann

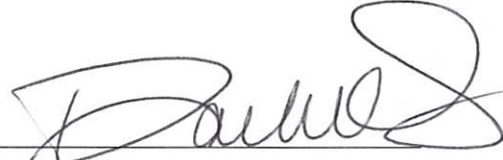
Seconded By: Councilmember Tollett

Vote: **Motion carried** unanimously by all Councilmembers present.

Council was adjourned at 7:05 pm.

APPROVED: 
Thom Kolupski, Mayor

DATE: 12/5/2023

ATTEST: 
Rachel Lewis City Secretary





CITY COUNCIL UPDATE

November 20, 2023



Seabrook Boards and Commissions



Seabrook Boards and Commission Updates

Open Space and Trails Committee

- Rotary Donation of \$1,000 for Trees - Planting in November
- Update on Keep Texas Beautiful training
- General discussion on fall plantings in parks and turtle pond @ Hester Park
- Apache Tree Grant status
- Update on new Dog Waste Stations

Planning and Zoning Commission

- No Meeting

Economic Development Corporation

- No Meeting



TxDOT SH 146 Expansion Projects





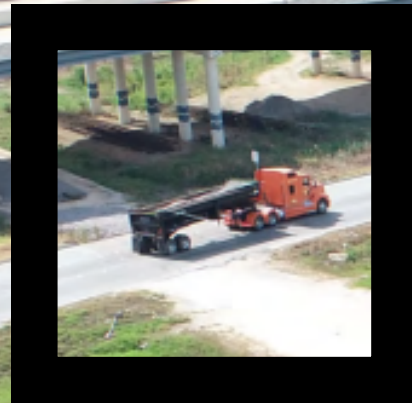
- Last formal update meeting held in November with cities
- **December, 2023 - Substantial Completion**
- North of NASA 1 to Red Bluff. (Phase 3): Construct SH 146 main lanes, northbound entrance/exit ramps, and southbound entrance/exit ramps. **IN PROGRESS**
- South of NASA 1 to SH 96. (Phase 4): Completing widening of Arterial Bridge, Construct Express Bridge South of NASA 1, and reconstruct the northbound frontage road in Kemah and Seabrook. **IN PROGRESS**
- Green Ribbon TxDOT Landscaping to schedule landscape project letting date after December 2023, once contractor has completed project. **PENDING**

Port Houston Rail Spur Project



Port Houston Rail Spur

- Scheduling a Southbound Frontage Road closure for rail installation - date not set to coordinate with opening Red Bluff overpass



Seabrook Capital Improvement Program (“CIP”) Project Updates



Pine Gully Wastewater Treatment Plant #WW9 \$35.2 million

- Wastewater Plant Quarter 1 or 2 of 2024
- Lift Stations and Force Main Utilities Contract - Pending Connection when wastewater plant components live
- Some equipment is pending delivery and other work continues
- Electrical lighting, wiring and conduit set throughout project
- Mechanical piping and fittings installed



CIP# W5 - WATER

Taylor Lake Water Line

\$2,523,206 ARPA

Funded

- Bore pits continue to be pumped
- Manhole sections delivered



CIP# W9 - WATER

Red Oak Acres

Water Line



- Kicked off Geotech and survey field work to begin right of way field work
- Preliminary design underway
- After engineering, design and bid, this project is estimated to be complete in September 2024

April - September 2024

CIP# W16 - WATER

Old SH 146

Interconnect

- In design
- Right of Way and Easements are pending for alignment





CIP# W21 - WATER SH 146 SB Frontage Rd Interconnect

- Fully Designed
- Bid
- Issue with City of Pasadena water line connection
- Pasadena is working on a connection line

CIP# W29 - WATER Shady Lake Water Line Replacement - Complete

In Design

CIP# WW14 - WASTEWATER

Lift Station No 5

Force Main Improvements



CIP# WW21 - WASTEWATER

Pine Gully Liftstation

Forcemain Bore

In Design

CIP# W31 - WATER
Seascape Water Lines



CIP# W32 - WATER
Baybrook Water Lines

In Design

CIP# P24- FACILITIES
Pelican Municipal Pool
Facility

CenterPoint Substation Project



- CenterPoint reports that a public website will be live by end of November
- Projected completion of project end of May 2024
- Site work in progress
- Pending a date when 14' Concrete Wall will start

Thank you

CELEBRATION SEABROOK

Music & Art Fest by the Bay!



Attendance
4,000

CITY COUNCIL RECAP | MONDAY, NOVEMBER 20, 2023

THANK YOU Sponsors

Platinum



Bronze



Custom



In-Kind



Gold



HS Development Group
Luxury Multi-Family Real Estate

\$47,000

ARTISTS & MERCHANTS

- Artsy Lovey Dovey
- Calvin James Hardin: Art Design
- Campfire Salsa Co.
- Closet Full of Crafts
- DC Designer Boutique
- Flowering Suds and more
- Jenuine Treasures
- Just Add Colors
- Keels & Wheels
- Knot Your Momma's Macrame'
- Little Arrow Soaps
- MASCraftCreations
- Mollie Made That
- Narmin Art Studio
- Original Artwork by Daniel Leggett
- Rum Cake Escape
- Seabrook Lucky Trails
- Susan Parker Studios
- The Beaded Grove
- The Healthy Crave
- Unique Metal Creations
- Wood Carvings by Danny
- Wright's Woodworks
- MAXimum Treasures



FOOD VENDORS



fANCY
fREEZE



LIVE MUSIC



KOEHLER LANE

A little bit of rock, a little bit of country, a whole lot of fun!

6:00 - 7:30



NIGHTBIRD

Stevie Nicks tribute band

4:30 - 5:30



DUSTIN MASSEY

"Red Dirt" country

3:00 - 4:00

ADVERTISING

“Vendors Wanted”

REACH	23,541
LINK CLICKS	884
ENGAGEMENTS	1,109
REACTIONS	146
SHARES	46

Event Promotion

Promotes the event created on Facebook

REACH	50,031
LINK CLICKS	1,011
ENGAGEMENTS	1,756
REACTIONS	609
EVENT RESPONSES	1,530

General Event Ads

Contains 6 different algorithm based graphic ads
Designed to get visitors to celebrationseabrook.com

REACH	150.9K
LINK CLICKS	2,823
ENGAGEMENTS	3,355
REACTIONS	471
SHARES	39

Instagram Reel

Promo video using CS2022 video footage

REACH	117.2K
LINK CLICKS	2,055
3-SEC PLAYS	35,821
REACTIONS	280
SHARES	100

Facebook Reel

Promo video using CS2022 video footage

REACH	50,635
LINK CLICKS	1,917
VIDEO PLAYS	86,716
REACTIONS	409
ENGAGEMENTS	29,335

Under Budget
72%



\$3,226 TOTAL
SPENT

AD SETS

“Vendors Wanted”



Celebration Seabrook
Sponsored · 🌐

Calling all artists 🎨 and merchants 🛍️ for Celebration Seabrook: Music & Art Fest by the Bay - October 14, 2023



VENDORS WANTED
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Sign up

Event Promotion



Celebration Seabrook created an event.
Sponsored · 🌐



CELEBRATION SEABROOK
Music & Art Fest by the Bay!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

SAT, OCT 14 AT 11 AM

Celebration Seabrook 2023
Rex L Meador Park
Party · 2,474 people

☆ Interested

Instagram & FacebookReel

General Event Ads



Celebration Seabrook
Sponsored · 🌐

Discover your new favorite song 🎵 at Celebration Seabrook on Saturday, October 14, 2023!



Live Music!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Learn more



Celebration Seabrook
Sponsored · 🌐

Support some of your favorite small and local businesses 🛍️ at Celebration Seabrook on Saturday, October 14, 2023!



Shop small & local!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Learn more



Celebration Seabrook
Sponsored · 🌐

Ride the shark 🦈 at Celebration Seabrook on Saturday, October 14, 2023!



Ride the Shark!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Learn more



Celebration Seabrook
Sponsored · 🌐

Bring your pets 🐕 to Celebration Seabrook on Saturday, October 14, 2023!



Bring your pets!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Learn more



Celebration Seabrook
Sponsored · 🌐

Make new friends 🤝 at Celebration Seabrook on Saturday, October 14, 2023!



Make New Friends!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Learn more



Celebration Seabrook
Sponsored · 🌐

Watch artists create masterpieces right before your eyes 🎨 at Celebration Seabrook on Saturday, October 14, 2023!



Live Art Displays!
SATURDAY | OCTOBER 14 | 11AM - 7:30PM

celebrationseabrook.com
Celebration Seabrook

Learn more

BEHIND THE SCENES

Kid's Zone

- 25' Dual Lane Slide
- Bungee Run
- Mechanical Shark
- Bounce House
- Toddler Inflatable
- Rock Wall
- Face Painting
- Balloon Twisting
- Rock Painting
- Solar Eclipse Viewing
- Story Time
- Chalk Art
- Kids' Beach

Logistics

- Emergency Plan
- Security
- Site Layout
- Purchasing & Rentals
- Entertainment Contracts
- Staffing
- Volunteer Management
- Vendor Management
- Social Media Management
- Sponsor Solicitation
- Merchandise
- Permitting
- Book Keeping

Art Exhibits

- Live Chalk Art
- Live Mural Painting
- Wildlife Themed Pelican
- Handprint Community Pelican



NEW IN 2023

Giveaways!

The **first 150 attendees** received a Celebration Seabrook swag bag!

The **first 1,000 kids** received a Celebration Seabrook bubble tube!

Celebration Seabrook Welcome + Merch Booth

A Welcome Booth was added to the festival this year near the entrance and served as an **information hub and event merch vendor**.

Covered Food Court

Seabrook Rotary provided a custom sponsorship donation in the amount of \$500. This was used to provide a 30' x 30' covered seating area in the food court.

Liquor!

We added liquor to the bars in 2023 to offer a larger variety of alcoholic beverage options.

Event Security

The **Seabrook Police Department** provided all security measures in 2023.

Kid's Activities

The City of Seabrook did not provide arts and crafts activities for the event this year. Instead, **Evelyn Meador Library, Children's Lighthouse of Seabrook, and the Seabrook Association** provided these services.

Premiere Viewing Area

A **Premiere Viewing Area (formerly known as the VIP)** was established and near the stage with seating provided as a courtesy by The Yard and light bites provided as a courtesy by Merlion. Entry into this tent was limited to guests of Mayor and Council, Sponsors, and event attendees who paid a \$10 entry fee and met the 21+ age requirement.

FINANCIAL SUMMARY

REVENUE

BUDGETED \$109,250
ACTUALS \$104,987
DIFFERENCE \$4,263



EXPENDITURES

BUDGETED \$108,700
ACTUALS \$87,889
DIFFERENCE \$20,811



WHERE WE SAVED

ADVERTISING



BUDGETED \$15,000
ACTUALS \$3,226

ENTERTAINMENT



BUDGETED \$13,000
ACTUALS \$10,484

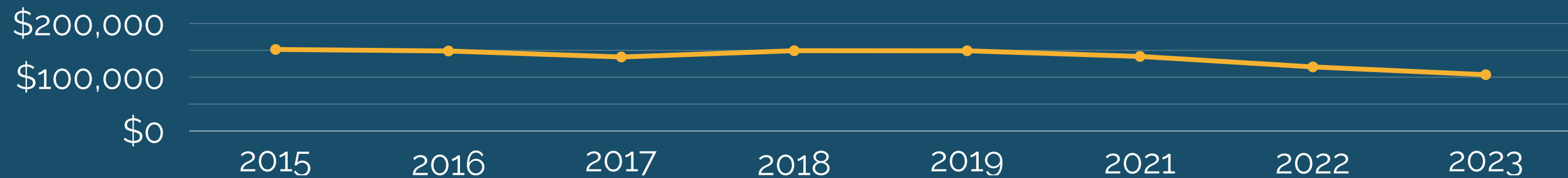
STAFFING



BUDGETED \$12,000
ACTUALS \$10,612

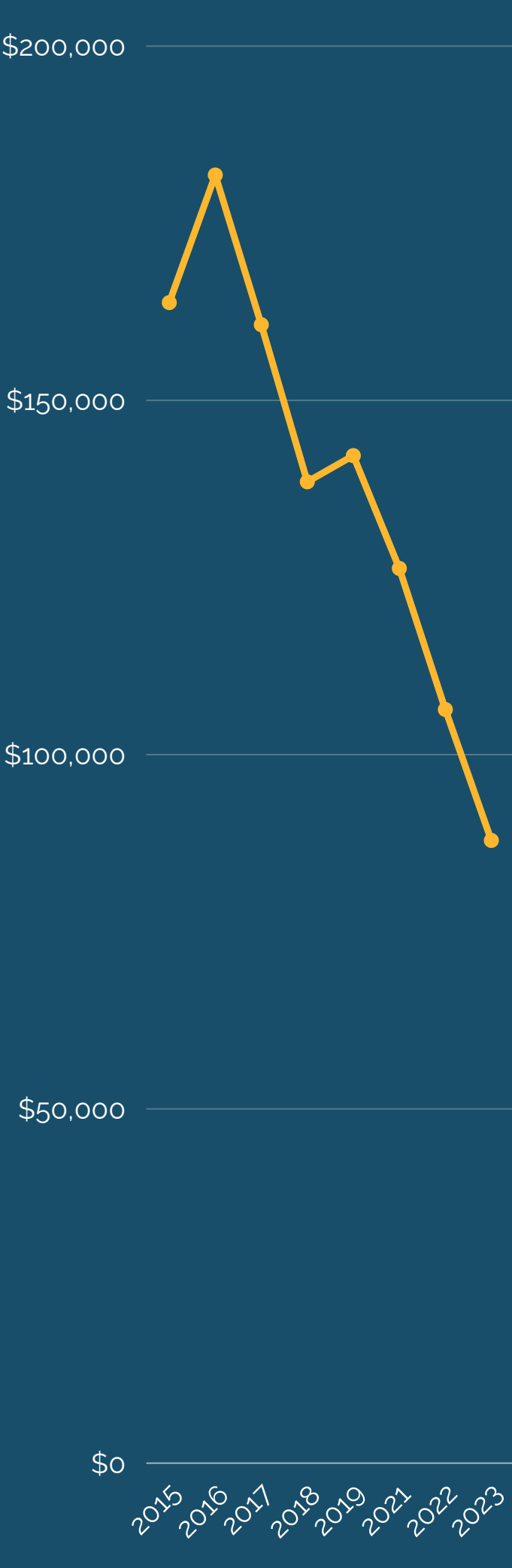
REVENUE

	2015	2016	2017	2018	2019	2021	2022	2023
SPONSORS	\$95,050	\$113,250	\$109,750	\$127,420	\$120,200	\$116,500	\$102,500	\$92,000
MERCHANTS & ARTISTS	\$5,594	\$4,787	\$4,787	\$5,128	\$4,974	\$4,200	\$4,564	\$3,310
FOOD VENDORS	\$1,890	\$1,150	\$1,811	\$1,165	\$1,017	\$1,000	\$765	\$750
ONLINE TICKET SALES	\$13,030	\$8,711	\$2,980	\$220	\$2,385	\$2,085	--	--
WALK UP CC SALES	\$7,491	\$2,566	\$2,953	\$478	\$1,158	\$974	--	--
WALK UP CASH SALES	\$9,840	\$6,080	\$6,905	\$5,745	\$6,299	\$4,095	--	--
DRINKS	\$16,501	\$10,390	\$6,873	\$8,567	\$11,683	\$7,421	\$9,629	\$8,167
MERCHANDISE	n/a	\$960	\$1,418	\$449	\$1,095	\$2,359	\$1,695	\$760
MISCELLANEOUS	\$2,230	\$116	\$120	\$80	\$338	--	--	--
TOTAL	\$151,626	\$148,735	\$137,597	\$149,251	\$149,122	\$138,634	\$119,153	\$104,987



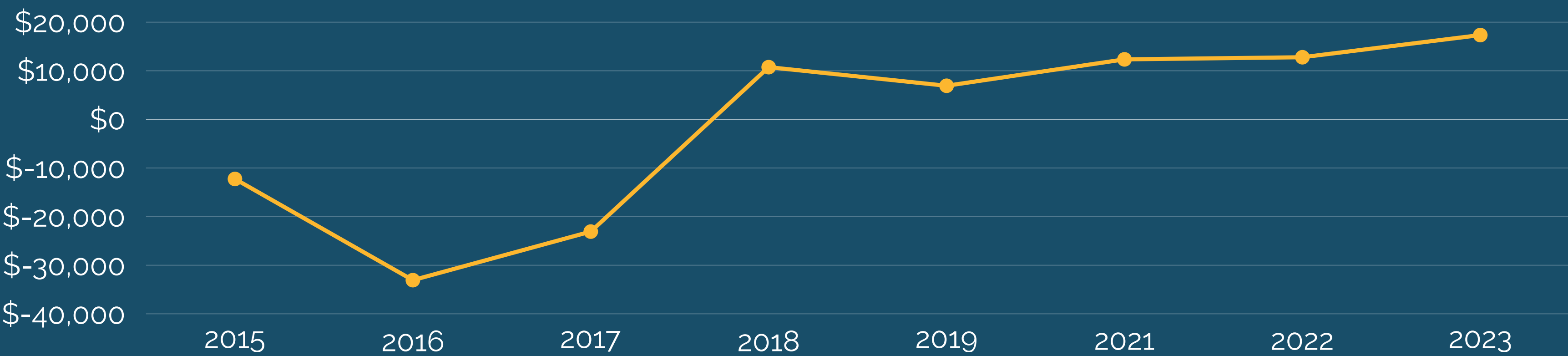
EXPENDITURES

	2015	2016	2017	2018	2019	2021	2022	2023
PRODUCTION FEES	\$35,000	\$38,500	\$46,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,200
COMMISSIONS	\$9,520	\$9,185	\$7,150	–	–	–	–	-
ENTERTAINMENT	\$12,200	\$6,000	\$7,300	\$33,178	\$35,000	\$34,987	\$13,350	\$10,484
KID ACTIVITIES	\$6,259	\$9,031	\$7,813	\$9,618	\$7,457	\$7,518	\$11,658	\$10,313
BEVERAGES	\$8,785	\$8,263	\$6,765	\$2,829	\$4,540	\$4,104	\$4,234	\$5,022
PARKING	\$400	\$660	\$285	\$375	\$355	\$743	\$578	-
TRANSPORTATION	\$2,975	\$4,165	\$0	\$1,650	\$1,055	\$675	\$695	\$798.25
RENTALS	\$37,876	\$39,106	\$28,091	\$23,734	\$27,718	\$22,497	\$23,924	\$24,565
SUPPLIES	\$2,314	\$643	\$0	\$665	\$1,789	\$2,022	\$1,572	\$535
STAFFING	\$10,586	\$14,117	\$11,535	\$10,550	\$9,634	\$9,658	\$11,100	\$10,612
PERMITTING	\$5,141	\$4,461	\$4,730	\$4,741	\$4,806	\$551	\$360	\$300
LEASE	\$200	\$1,300	–	–	–	–	-	-
MEAL VOUCHERS	–	–	–	–	–	\$2,000	–	-
GENERAL MISC.	\$1,671	\$3,785	\$800	\$1,886	\$779	\$2,345	\$751	-
GRAPHIC DESIGN	\$2,200	\$2,000	\$500	\$1,010	\$200	–	–	-
PRINTING	\$700	\$906	\$675	\$2,641	\$806	\$569	–	-
PROMOTIONAL	\$1,750	\$2,525	\$1,185	\$647	\$437	\$1,498	\$1,093	-
SIGNAGE	\$3,419	\$2,028	\$1,725	\$35	\$2,842	\$2,850	\$709	\$834
ADVERTISING	\$14,772	\$19,945	\$19,126	\$15,973	\$20,443	\$12,297	\$15,945	\$3,226
PUBLIC RELATIONS	\$8,000	\$9,000	\$8,000	\$8,000	\$2,900	–	–	-
ART COMPONENTS	\$0	\$6,189	\$8,500	\$6,051	\$6,444	\$8,974	\$5,400	\$5,800
HOT MISC.	\$112	\$0	\$500	–	–	–	–	\$150
TOTAL	\$163,880	\$181,808	\$160,679	\$138,507	\$142,206	\$126,287	\$106,369	\$87,889



YEAR OVER YEAR

	2015	2016	2017	2018	2019	2021	2022	2023
Revenue vs. Expense	-\$12,254	-\$33,073	-\$23,081	\$10,744	\$6,917	\$12,347	\$12,784	\$17,344
Reserves Needed	\$12,254	\$33,073	\$23,081	–	–	–	–	–
Charitable Donation	\$0	\$0	\$0	\$8,000	\$4,900	\$10,000	TBD	TBD
Remaining balance				\$2,744	\$2,016	\$2,347	TBD	



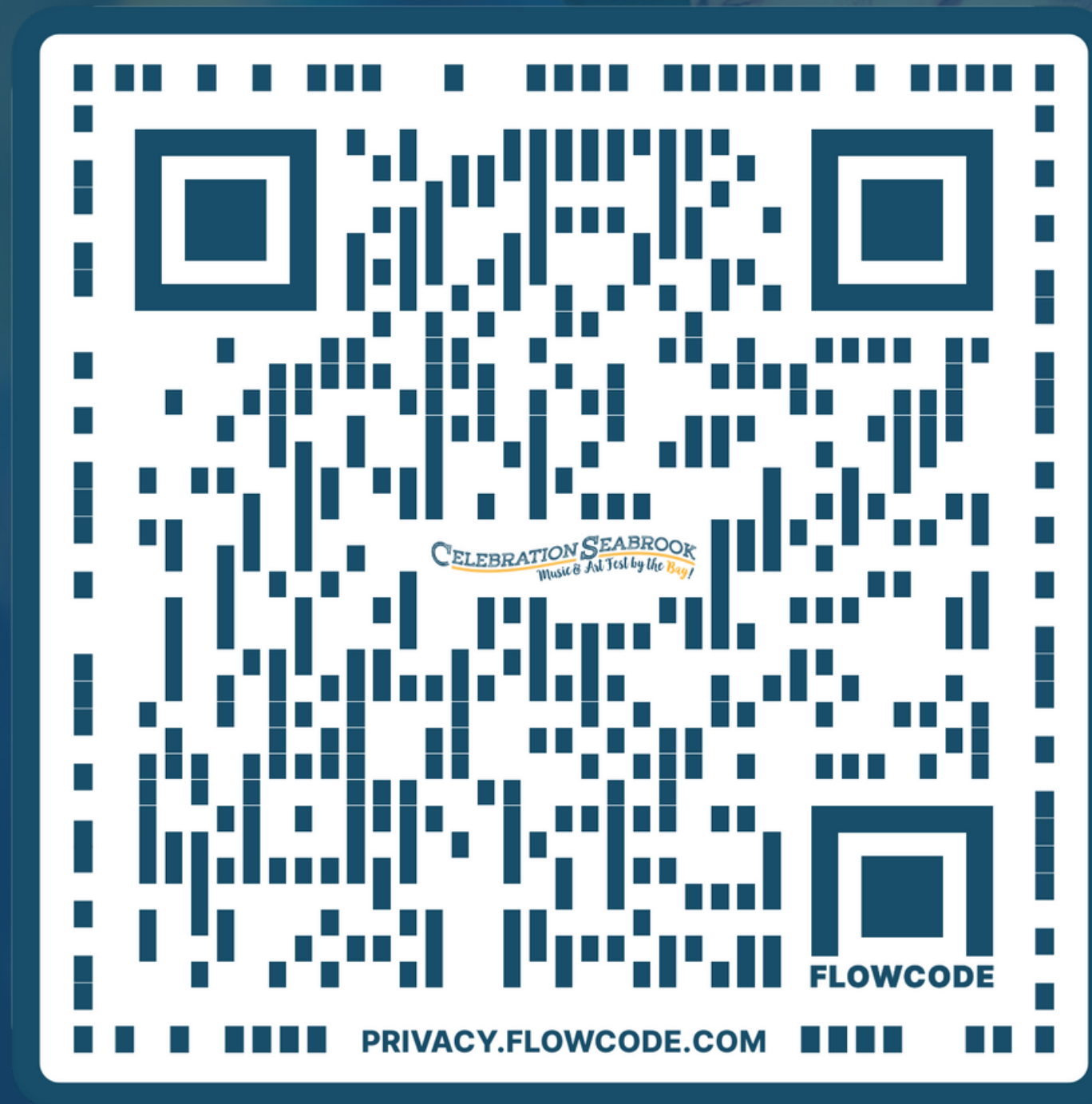
GOALS FOR 2024

50+
VENDORS

\$50K
SPONSORSHIPS

8+
FOOD VENDORS

QUESTIONS & SUGGESTIONS



CITY COUNCIL RECAP | MONDAY, NOVEMBER 20, 2023



SAVE THE DATE

OCTOBER 12, 2024

Featuring:

CASEY
CHESNUTT

