



MEETING MINUTES

April 2, 2024

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. Also in attendance were City Manager Gayle Cook, City Secretary Rachel Lewis, and Deputy City Manager Sean Landis. Mayor Thom Kolupski declared a quorum and pledges were conducted.

1. Public Comments and Announcements

The following citizens gave public comments:

NAME	ADDRESS	TOPIC
Jason Klein	2226 Water Way	Highway Noise
Natalie Barry	2225 Water Way	Highway Noise and Speed limits

1.1 Mayor, City Council and/or City Staff Announcements

Councilmember Rob Hefner reported the following upcoming events:

- DF 95 Regional Championship April 19, 2024 through the 21, 2024.
- Trail Adventure on April 20, 2024
- SVFD Open House on April 20, 2024
- SIS Leadership Development Corp 5k on April 27, 2024
- National Take Back Day on April 27, 2024
- Keels & Wheels May 4, 2024 through May 5, 2024

2. Presentations

2.1 Mayor Kolupski to issue a proclamation declaring the month of April, 2024 as Sexual Assault Awareness Month in the City of Seabrook.

Mayor Kolupski presented the proclamation to Melissa Prentice of the Bay Area Turning Point.

3. Consent Agenda

3.1 Approve the minutes of the March 19, 2024 meeting.

3.2 Consider and take all appropriate action on the second reading of Ordinance 2024-10, modifying the Civil Service Classification System for the Seabrook



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Police Department.

AN ORDINANCE MODIFYING AND CONTINUING A CIVIL SERVICE CLASSIFICATION SYSTEM CONSISTING OF CLASSES, POSITIONS, PAY GRADES AND COMPENSATION LEVELS IN THE CLASSIFIED SERVICE OF THE SEABROOK POLICE DEPARTMENT; PROVIDING FOR A REPEAL WITH LIMITED EXTENSION; PROVIDING A SEVERABILITY CLAUSE, AN EFFECTIVE DATE, CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT AND REPLACING PREVIOUSLY ADOPTED ORDINANCES 2023-32.

Motion: To approve the Consent Agenda
Made By: Councilmember Hammann
Seconded By: Councilmember Tollett
Vote: **Motion carried** unanimously by all present

4. Bid Awards

- 4.1 Consider and take all appropriate action on bid award and execution of a contract for RFP 2023-27-318, Fiber Infrastructure NASA for design, supply integration, installation and commissioning of Fiber Optic lines with Gulf Coast Fiber Services in an amount not to exceed \$481,373.50 and authorizing the City Manager to execute any and all documents.

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

- 4.2 Consider and take all appropriate action on bid award and execution of a contract for RFP 2024-01-341, Sidewalk Removal and Replacement Project for an on call Maintenance Contract for FY23-24 with Cracon, Inc. in an amount not to exceed \$100,000.00 and authorizing the City Manager to execute any and all documents.

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

- 4.3 Consider and take all appropriate action on bid award and execution of a contract for RFP 2024-02-340 Red Oak Acres Subdivision Water Line to Bull-G Construction LLC, not to exceed \$516,572.00.

Motion: To Approve
Made By: Councilmember Rasco
Seconded By: Councilmember Machol



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

5. New Business

- 5.1 Consider and take all appropriate action on the approval of a Professional Services Agreement between the City of Seabrook and Brown Reynolds Watford Architects (BRW) for architectural services in an amount not to exceed \$264,000.00 and authorize the City Manager to execute all associated documents. This project is part of the 2023 Bond Program.

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

- 5.2 Consider and take all appropriate action on an amendment to the Public Safety Fund budget including an additional \$7,215.49 for additional equipment for the Seabrook Police Department and Seabrook Public Works.

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

- 5.3 Consider and take appropriate action regarding flying the existing PVC pole American flags all year long on Main Street at the Bay Area Veterans Memorial.

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

6. Old Business

- 6.1 Discuss, consider, and take all appropriate action on second reading of Ordinance 2024-06, a request to amend the Seabrook City Code, Appendix A, "Comprehensive Zoning", Article 3, "Establishment of Zoning Districts and Associated Regulations" by modifying the "Supplementary Regulations", to include, the addition of tents and lean-to as prohibited temporary structures to be used for on-site dwelling purposes.

AN AMENDMENT TO SEABROOK CODE OF ORDINANCE, APPENDIX A,



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"COMPREHENSIVE ZONING", ARTICLE III, SECTIONS 3.02 THROUGH 3.14 AND SECTION 3.16, BY AMENDING THE "SUPPLEMENTARY REGULATIONS", TO INCLUDE, THE ADDITION OF TENTS AND LEAN-TOS AS PROHIBITED TEMPORARY STRUCTURES TO BE USED FOR ON-SITE DWELLING PURPOSES; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000 FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Deputy City Manager Sean Landis explained why the word "temporary" was not removed as requested after the first reading of the ordinance, stating it would change the meaning of the ordinance which would then not allow any structures.

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

7. Discussion

- 7.1 Discussion of a city funded advertising program for hotel logo signage on SH146 with Lonestar Logos for main lanes and ramps.**
Councilmember Giangrosso presented the hotel logo program and proposed using HOT funds to pay for the signage. **See attachment A.** Council had questions regarding inclusion of short-term rentals and other businesses. They also questioned the annual HOT revenues as well as budgeted items which utilized HOT funding. It was determined City staff would provide answers to these questions for consideration in a future action item.
- 7.2 Discussion of the Seabrook Economic Development Services agreement and administrative services provided to the Economic Development Corporation.**
Councilmember Rasco proposed filling the role of Economic Development Director rather than making this function a part of the City Manager's role. After discussion by Council there was no further direction given to staff regarding this proposal.
- 7.3 Discussion and update regarding the appointment of members to the Charter Review Commission for 2024.**
City Secretary Rachel Lewis presented an update regarding the status of applications for the Charter Review Commission. Council agreed that the deadline to receive all applications would be 5:00 pm on April 11, 2024 and the appointments would take place in an open meeting on April 16, 2024.



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8. Closed Executive Session

- 8.1 Section 551.071 Conduct a Closed Executive Session to consult with the City Attorney for legal matters relating to 202218911; DHI Fund LP v. City of Seabrook, et al.; in the 127th Judicial District, Harris County, Texas.

The Executive Session was not conducted.

9. Open Session

- 9.1 Council will reconvene in Open Session to allow for possible action on any of the agenda items listed above under "Closed Session".

No Executive Session took place.

10. Routine Business

- 10.1 City Manager update and report to City Council on various items that require no action, including Seabrook Boards and Commissions, Transportation Projects, Port of Houston Rail Spur, City of Seabrook CIP Projects, Economic Development Updates, and any City of Seabrook active grants.

City Manager Gayle Cook presented the update. See attachment B.

Councilmember Rasco requested Section 65-8 regarding special events be included on a future agenda. She also requested a discussion regarding a mini mural project.

- 10.2 Establish future meeting dates and agenda items.

City Secretary Rachel Lewis stated the next meeting was scheduled for April 16, 2024 at 6:00 pm.

Councilmember Machol requested a proclamation be considered for a prominent member of the community who had passed away. Mayor Kolupski requested that Councilmember Machol contact him about a plan for this.

Motion: To adjourn

Made By: Councilmember Hammann

Seconded By: Councilmember Giangrosso

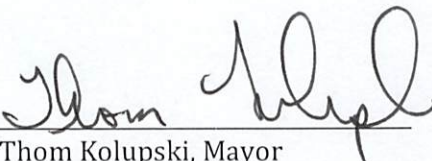
Vote: **Motion carried** unanimously by all present.



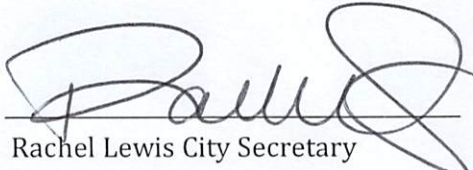
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Council was adjourned at 7:20 pm.

Signature Page:

APPROVED: 
Thom Kolupski, Mayor

DATE: 4-16-24

ATTEST: 
Rachel Lewis City Secretary