



**SEABROOK OPEN SPACE AND TRAILS COMMITTEE
NOTICE OF MEETING
THURSDAY, OCTOBER 3, 2024 - 5:00 PM**

For city information visit www.seabrooktx.gov
For agendas visit www.seabrooktx.gov/agendas

NOTICE IS HEREBY GIVEN THAT THE SEABROOK OPEN SPACE AND TRAILS COMMITTEE WILL MEET ON **Thursday, October 3, 2024 AT 5:00 PM** AT SEABROOK PUBLIC WORKS AND ANIMAL CONTROL COMPLEX TRAINING ROOM, 1100 RED BLUFF ROAD, SEABROOK, TEXAS, TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE ITEMS LISTED BELOW. **ALTHOUGH THIS IS NOT A SEABROOK CITY COUNCIL MEETING, MEMBERS OF THIS BODY MAY ATTEND AND A QUORUM OF THIS BODY MAY BE PRESENT.**

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time the Commission will listen to any member of the audience on any subject matter whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker. In accordance with the Open Meetings Act, Commission Members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please state your name and address clearly before making your comments. Thank you.

2. CONSENT AGENDA

2.1 Approve the minutes of the September 5, 2024, 2024 Open Space and Trails Committee meeting.

3. OLD BUSINESS

3.1 Consider and take all appropriate action regarding Live Oaks on Main Street.

3.2 Discuss the status of CIP 19 Carothers Phase 2 Orchard and take any appropriate action. - *Member Jones*

4. NEW BUSINESS

4.1 Update and report on various Seabrook Park items including needed repairs, signage, plants, flowers, vegetation, and park use matters - *Committee*

4.2 Update and report on various Seabrook Park items including community events, emergency events, and grant administration - *Chair Comeaux*

4.3 Consider and take all appropriate action on updating the map for the Trails on the City's website. - *Member Coggeshall*

4.4 Consider and take all appropriate action on a design for Bayview Park on Main Street. - *Member Jones*

4.5 Consider and take all appropriate action regarding the job description, roles and duties of the Open Space and Trails committee. - *Member Jones*

4.6 Consider and take all appropriate action to plan the groundbreaking ceremony for Carothers. - *Member Jones*

4.7 Consider and take all appropriate action on planning and organizing the Staff Appreciation Luncheon. - *Committee*

5. DISCUSSION

5.1 Discussion regarding the Carothers Coastal Garden grading and drainage plan and RFP.

6. ROUTINE BUSINESS

6.1 Report from the Committee Chair on the status of a list of proposed actions taken by the Open Space and Trails Committee and forwarded to City Council for its action or review - *Chair Comeaux*

6.2 Discuss recently viewed Keep Texas Beautiful webinars and take all appropriate action on remaining required webinar hours – *Committee*

6.3 Update on volunteer hours – *Committee*

6.4 Establish future meeting dates and agenda items – *Committee*

THE OPEN SPACE AND TRAILS COMMITTEE RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, AND VERNON'S TEXAS CODES ANNOTATED, IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN ONE OR MORE OF THE FOLLOWING SECTIONS: SECTION 551.071, CONSULTATION WITH ATTORNEY; SECTION 551.072, REAL PROPERTY; SECTION 551.073, DELIBERATION REGARDING A PROSPECTIVE GIFT; SECTION 551.074, PERSONNEL MATTERS; SECTION 551.076, SECURITY DEVICES; AND SECTION 551.087, ECONOMIC DEVELOPMENT) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

I certify that this notice was posted on the bulletin board on or before Monday, September 30, 2024 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Amanda Morales,
Deputy City Secretary



**MEETING MINUTES
SEPTEMBER 5, 2024**

**SEABROOK OPEN SPACE AND TRAILS
COMMITTEE
MEETING**

Member Popken called the Open Space and Trails meeting to order at 5:00 p.m. in the Meeting Room of the Public Works Building. Present were Committee Members Sally Antrobus, Debra Harper, John Coggeshall, Nehemiah Jackson, and Jesse Jones. Member Popken declared a quorum. Also in attendance were Public Works Director Kevin Padgett, Assistant Public Works Director Brian Craig and Deputy City Secretary Amanda Morales.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

The following citizens gave public comments:

Gary Greenkamp - 1405 Mija - Thanked OST and Public Works for their work on the Trails as well as trash removal after Hurricane Beryl

2. CONSENT AGENDA

2.1 Approve the minutes of the August 1, 2024 Open Space and Trails Committee meeting.

Motion:	To Approve
Made By:	OST Member Jones
Seconded By:	OST Member Harper
Vote:	Passed unanimously by all present

3. NEW BUSINESS

3.1 Update and report on various Seabrook Park items including needed repairs, signage, plants, flowers, vegetation, and park use matters - *Committee*

Member Popken discussed:

- Completed bulkhead repair
- Update on Red Bluff trees
- Member Coggeshall informed that Volunteer Tonya Stanley has begun doing volunteer work at the Veteran Memorial and Hester Park. She is cleaning up and putting down mulch.
- Pine tree removal at Meador Park
- The footings for the trail lighting have been drilled
- The need for a revision to the Ordinance stating no one is to be in the parks after dark
- Member Antrobus informed of the need for Tallow tree removal near the Pine Gully Pier parking lot
- Member Coggeshall picked up some additional bat boxes for the city

3.2 Update and report on various Seabrook Park items including community events, emergency events, and grant administration - *Chair Comeaux*

The following items were discussed:

- Member Antrobus congratulated Members Coggeshall and Jackson on the awards they received at the Volunteer Dinner and discussed the success of the dinner this year.
- Member Jones informed of the upcoming RC Sailboat Championship on Main Street

September 14–15, 2024.

- Member Jones informed OST members of Kid Fish on Saturday, September 14, 2024.
- Member Jones informed OST members of an invitation to attend Kemah's dedication for 56 Acre Park on September 6, 2024 at 10:30 a.m.
- Updates on park signage

3.3 Consider and take all appropriate action on the planting of Live Oak trees along Main Street. - Member Antrobus

The committee discussed tree planting and the need for both saltwater and wind-resistant species of trees along Main Street.

Motion:	To Approve Live Oak Tree Planting Along Main Street
Made By:	OST Member Jones
Seconded By:	OST Member Harper
Vote:	Passed unanimously by all present

3.4 Review and discuss, and take possible action on the Carothers Coastal Garden grading and drainage plan and RFP.

The Committee discussed grubbing requirements on RFP. At previous meetings, Norex had expressed the need for grubbing; however, the Committee felt that grubbing was not necessary. The Committee voted to remove the items listed in **Attachment A** from the RFP.

Motion:	To Approve the Removal of Items Listed on Attachment A from RFP
Made By:	OST Member Jones
Seconded By:	OST Member Harper
Vote:	Passed unanimously by all present

4. DISCUSSION

4.1 Discussion regarding the committee's proposal to speak with Harris County concerning Todville Bridge

The Committee discussed becoming involved with Harris County regarding the Pine Gully Bridge on Todville. Member Harper suggested making Adrian Garcia aware of the safety concerns, while Member Jones suggested a grassroots effort to go to a Harris Co. meeting. Member Harper also suggested the Committee write a letter as a group to express those concerns.

5. ROUTINE BUSINESS

5.1 Discuss recently viewed Keep Texas Beautiful webinars and take all appropriate action on remaining required webinar hours – Committee

- The Committee discussed the need to complete the KTB webinars and requested that email communication concerning the webinar completion to keep track of which member has watched and what videos have been completed.

5.2 Report from the Committee Chair on the status of a list of proposed actions taken by the Open Space and Trails Committee and forwarded to City Council for its action or review - Chair Comeaux

- No updates to report

5.3 Update on volunteer hours – Committee

- The committee updated their completed volunteer hours.

5.4 Establish future meeting dates and agenda items – Committee

The next OST Meeting will be held on October 3, 2024 at 5:00 p.m.

The following items are to be added to the October 3, 2024 meeting agenda:

- Keep Todville Bridge item on the agenda for discussion
- Discuss the Staff Appreciation lunch

Motion:	To Adjourn
Made By:	OST Member Harper
Seconded By:	OST Member Jackson
Vote:	Passed unanimously by all present

The meeting was adjourned at 6:16 p.m.

APPROVED: _____
Monica Comeux, Chair

DATE: _____

ATTEST: _____
Amanda Morales, Deputy City Secretary

THE OPEN SPACE AND TRAILS COMMITTEE OFFICIAL REPORT

The Open Space and Trails Committee of the City of Seabrook met on **September 5, 2024**, to hold a meeting to consider:

Request for a

Motion to remove items

THE OPEN SPACE AND TRAILS COMMITTEE MADE THE FOLLOWING RECOMMENDATION:

APPROVAL ☒ **APPROVAL WITH AMENDMENTS/CONDITIONS (SEE BELOW)** ☐ **DENIAL** ☐

By a concurring vote of a majority of members of the Open Space and Trails Committee present at the meeting on **August 1, 2024**, as designated below and as certified by the signature of the Committee Chairperson. This document is not valid unless signed by the Committee Chairperson/Presiding Commissioner.

from existing bid sheet highlighted in yellow (See Attachment A) regarding Carothers Coastal Garden grading & drainage plan & RFP. Edit to item in blue to request City pays for this portion.

<u>VOTE:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAINED</u>	<u>ABSENT</u>	<u>INITIAL</u>
Sally Antrobus	✓				SA
John Coggeshall	JC				JC
Monica Comeaux					
Debra Harper	dk				dk
Nehemiah Jackson	NJ				NJ
Jesse Jones	JJ				JJ
David Popken	DP				DP

[Signature]

Monica Comeaux, Committee Chairperson
Open Space and Trails Committee

ATTEST:

[Signature]

Amanda Morales
Deputy City Secretary

BID SHEET

Unit prices requested shall include its pro rata share of overhead so that the sum of the products obtained by multiplying the quantity shown for each item by the unit price bid represents the total bid. Any bid not conforming to this requirement may be rejected. Special attentions is drawn to this condition, as the unit prices will be used to determine the amount of any change orders resulting from an increase of decrease in quantities.

Description	Quantity	Unit	Unit Price	Total Cost
Mobilization (5% max of base bid)		LS		\$
Tree protection (if needed)		EA		\$
Tree removal (if needed)		EA		\$
4" Clearing and Grubbing (material to be stored per plan; see Sheet DR-1.5 "temporary location")		CY		\$
Demolition, removal and offsite disposal of existing tennis court pad material (materials consisting of concrete, asphalt and sand)		CY		\$
Demolition, removal and offsite disposal of existing concrete slab		CY		\$
Demolition, removal and offsite disposal of existing reinforced concrete pipe		LF		\$
Demolition, removal and offsite disposal of existing land bridge		LS		\$
On-site Soil Excavation, Relocation, Compaction and Grading per plan (includes swales, ditches and trail base grading)		CY		\$
Off-site Soil Excavation, Relocation, Compaction and Grading per plan (includes swales, ditches and trail base grading)		CY		\$
4" PVC (or HDPE) drainage pipe with mitered inlets and outlets; installed per plans and notes.		LF		\$
Hydromulch		AC		\$
SWPPP (per plan)		LS		\$
Construction Total				\$



PROPOSAL

DATE: 9/9/21

NO.080421

City of Seabrook
Public Works Director
Ph.281-291-5656
Email:kpadgett@sebrooktx.gov

Attention: Kevin Padgett

Project: 502 Pine Gully Rd. Seabrook TX

SCOPE OF WORK:

- Demolitions of House, slab and associated flat work.
- Removal of Tennis court.
- Haul off all demo debris.

COST:

House Demo	\$24,865.00
Tennis Court Demo	\$ 6,455.00
Total Quotation	\$31,320.00

ASSUMPTIONS/EXCLUSIONS:

- Owner or General Contractor will be responsible for obtaining all required permits, utility disconnects and locating.
- General Contractor will be responsible for providing temporary power prior to start of demolition.
- KDC will have all salvage rights, no exceptions.
- *Electrical, gas, plumbing, and telecommunication services are only to be disconnected by others to make it safe for KDC to remove lines, wires, and associated items.
- If required, asbestos testing or abatement will be done at an additional charge or by others prior to demolition.
- Any required protective barriers will be installed by others prior to demolition.
- In the event that there are unforeseen structural issues, there may be an additional daily charge for labor and rental equipment on site while the matter is being resolved.
- KDC will not be responsible for delays caused by the Owner, Architects, General Contractor, other trades, inclement weather, or any other reason beyond our control.
- Any items that are to be saved or reused are to be removed by others prior to demolition.
- **This price only includes one mobilization. Any remobilization will be done with an additional price.**
- Price does not include work to be done at night or overtime.
- If a Payment or Performance bond is needed, price will be 3-4% of the contract amount additional and shall be paid to KDC direct.
- If required, Freon will be removed from a/c units prior to demolition.

Concrete:

- All required, capping, patching and reinstallation will be done by others.
- Concrete slab cutting, and removal is to be at no more than 4"-6" thickness, or there will be an additional charge.

Complete demo

- If required, Freon will be removed from a/c units prior to demolition.
- Concrete footings are standard size (approx. 2'x2'); any excessive footing will be removed at an additional cost.
- Any hazardous materials or storage found underground will be removed at an additional cost, and will be backfilled with onsite materials. If offsite materials are required to fill holes, there will be an additional cost.

THE OPEN SPACE AND TRAILS COMMITTEE OFFICIAL REPORT

The Open Space and Trails Committee of the City of Seabrook met on **September 5, 2024**, to hold a meeting to consider:

Request for a

Live Oaks
Motion to approve tree planting along main street

THE OPEN SPACE AND TRAILS COMMITTEE MADE THE FOLLOWING RECOMMENDATION:

APPROVAL ☐ APPROVAL WITH AMENDMENTS/CONDITIONS (SEE BELOW) ☒ DENIAL ☐

By a concurring vote of a majority of members of the Open Space and Trails Committee present at the meeting on **August 1, 2024**, as designated below and as certified by the signature of the Committee Chairperson. This document is not valid unless signed by the Committee Chairperson/Presiding Commissioner.

- During tree planting in winter
- species that are saltwater resistant

<u>VOTE:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAINED</u>	<u>ABSENT</u>	<u>INITIAL</u>
Sally Antrobus	✓				SA
John Coggeshall	JC				JC
Monica Comeaux					
Debra Harper	NS				NS
Nehemiah Jackson	NS				NS
Jesse Jones	NS				NS
David Popken	NS				NS

Monica Comeaux for

Monica Comeaux, Committee Chairperson
Open Space and Trails Committee

ATTEST:

Amanda Morales

Amanda Morales
Deputy City Secretary

Agenda Item : Updated Trail Map on city website

Problem

- Current trail map on city website is hard to find and incomplete (See next page)

Solution

- Add weblinks to a trail map in the “Parks and Trails” and “Open Space” web pages
- Use the trail map designed by Open Space
- *Sidebar : There is no Open Space master plan posted on the web*
 - *“The Page you are looking for isn’t here”*

Resolution

- Add a weblink for a trail map in the “Parks and Trail” webpage as well “Open Space and Trails Committee” and use the trail map designed by Open Space Committee

Main

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Utility Services

Permitting & Inspections

Reserve a Facility or Park

Waste & Recycling

Water and Waste Water

CLEAR CREEK INDEPENDENT SCHOOL DISTRICT

MAPS & GIS

MASTER FEE SCHEDULE

NEWS & UPDATES

SEABROOK ALERTS

STAY CONNECTED

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EVELYN MEADOR BRANCH LIBRARY

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FLOODPLAIN INFORMATION

HISTORY OF SEABROOK

JOB OPPORTUNITIES

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GOVERNMENT

DEPARTMENTS

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HOW DO I?

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MAYOR & CITY COUNCIL

Mayor Thom Kolupski

Position 1, Jackie Rasco

Position 2, Rob Hefner

Position 3, Tom Tollett

Position 4, Michael Giangrosso

Position 5, Mayor Pro Tem, Buddy Hammann

Position 6, Joe Machol

BOARDS & COMMISSIONS

Board of Adjustment

Building & Standards Commission

Charter Review Commission

Civil Service Commission

Ethics Review Commission

Master Plan Review

Open Space and Trails Committee

Planning & Zoning Commission

Seabrook Economic Development Corporation

BUILDING PERMITS

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CODE OF ORDINANCES

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Code Enforcement

Floodplain Information

GIS

Master Comprehensive Plan

Planning

Short Term Rentals

EMERGENCY SERVICES

Emergency Management

Emergency Medical Services (EMS)

Seabrook Volunteer Fire Department

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Customer Service and Utility Billing

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Master Fee Schedule

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Fire Investigations

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HUMAN RESOURCES

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Municipal Court

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Jury Duty

Warrant Search

Attorneys

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Annual Events

HOT Sponsorships

Pelican Path

Special Event Permits

Film Permits

PUBLIC WORKS

Engineering

Mosquito Control

Parks & Recreation

Plan

Report Street Light Outage

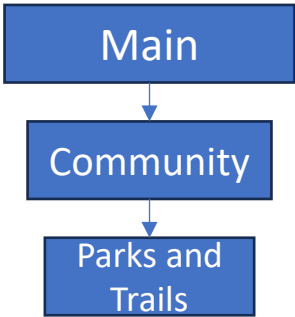
Streets & Traffic

Waste Management

Wastewater

Water

GIS & Maps



ADD
Hike and Bike Trail Map



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CITY PARKS

The City of Seabrook is home to 15 public parks, 13 miles of hike and bike trails, 2 splash pads, and so much more!

CITY PARKS

Bay Area Veterans Memorial Baybrook Park Bayside Park Brummerhop Park Community House Friendship Park Hester Garden Park McHale Park Miramar Park	Mohrhusen Park Monroe Field Splash Pad Pelican Bay Pool Pelican Path Pine Gully Park Rex L. Meador Park Robinson Park Seabrook Wildlife Refuge and Park Wildwood Park
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PARKS & TRAILS RULES & REGULATIONS

- No alcohol or other controlled substances
- Park hours are sunrise to sunset unless posted otherwise.
- All animals must be on a leash
- No unlawful firearms
- No glass containers
- No open fires
- No parking on grass or unpaved areas
- No motorized vehicles on the trails
- [Bounce houses must be registered with the City of Seabrook](#)
- No fishing, crabbing, or casting nets from footbridges, marine nursery areas, or any other designated area.
- No metal detectors
- No cutting, digging up, or removing objects
- No animals in the water of the Municipal swimming pool or splash pads
- Children under 12 years of age must be supervised by an adult

Please refer to [Updated Park Regulations Ordinance 2017-30](#) for a comprehensive list of park rules. A printed copy is available upon request.

RESERVATIONS

Park and/or facility reservations are accepted at the following locations

PUBLIC WORKS

1100 Red Bluff Road
Seabrook, TX 77586
[\(281\) 291-5725](#)

KEVIN PADGET

Director of Public Works
[Email Kevin](#)

BRIAN CRAIG

City Engineer
[Email Brian](#)

JEREMY MAYES

Utilities Superintendent
[Email Jeremy](#)

JOE CAPETILLIO

Street and Drainage Engineer
[Email Joe](#)

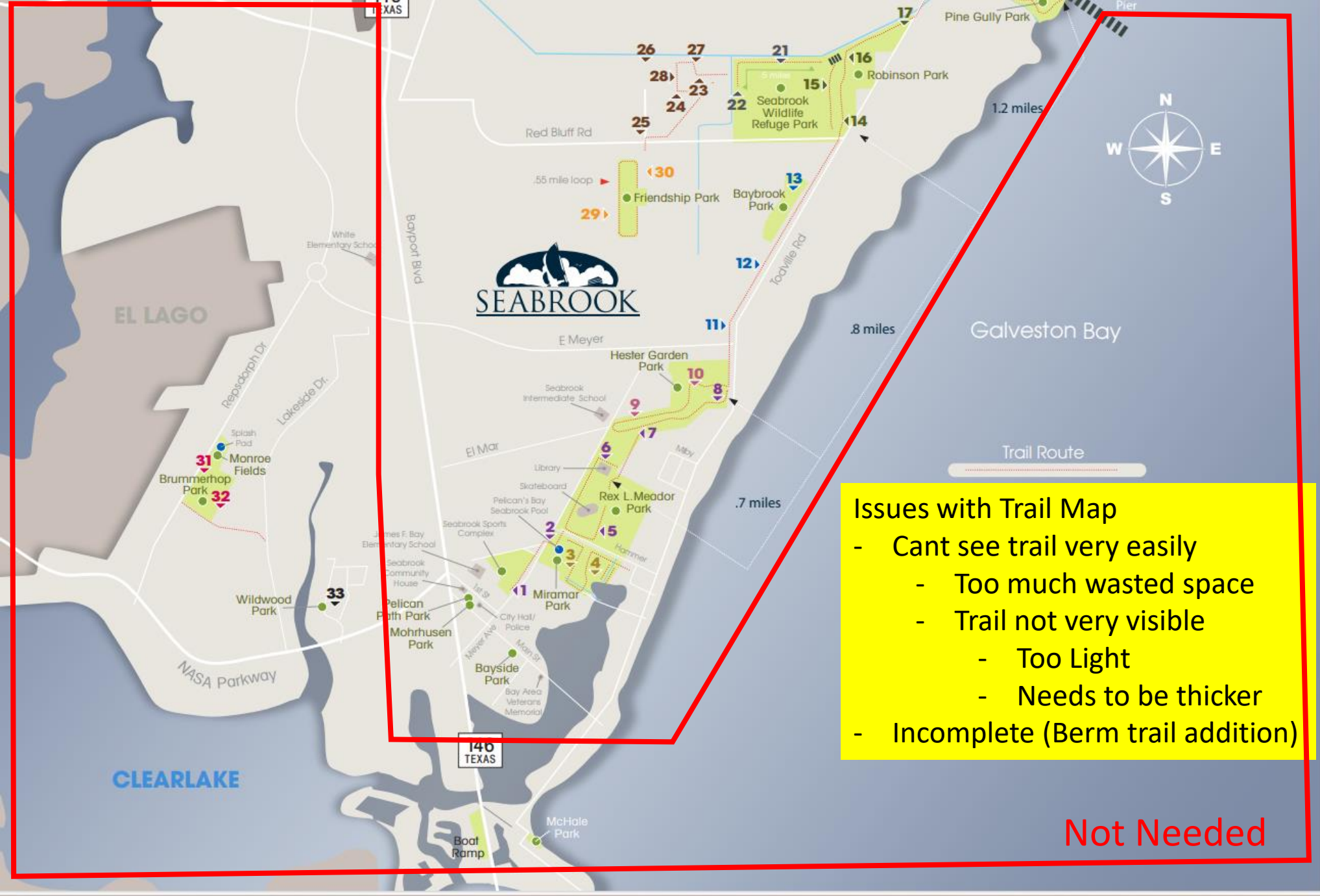
SAUL GARCIA

Parks Superintendent
[Email Saul](#)

AFTER-HOURS

[Seabrook Police Department](#)
[\(281\) 291-5610](#)





Work with county to get permission to plant trees in January along new Red Bluff pedestrian trail

- Use trees from Apache or Trees of Houston via a grant request (trees will be about 4-5 feet tall, 5-Gallon)

- Trees will shade the trail
 - For 2025 plant ~ 10 trees, if they do well consider more trees in the future
 - Place the trees 1 “mower width” away from the ditch that follows the trail, no maintenance impact to mowers
 - Trees planted and maintained by Seabrook volunteers
- Also consider trees on other side of Red Bluff, same basic area
 - Provide normal tree benefits (looks nice, cools things, wildlife habitat, etc)
 - Also helps concerned citizens cope with loss of trees from centerpoint project close by





5 FEET



5 FEET