



**SEABROOK OPEN SPACE AND TRAILS COMMITTEE
NOTICE OF MEETING
THURSDAY, NOVEMBER 7, 2024 - 5:30 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, November 7, 2024 AT 5:30 PM** AT THE SEABROOK CITY HALL, DOWNSTAIRS CONFERENCE ROOM AT 1700 1ST STREET, 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 October 3, 2024 Open Space and Trails Committee meeting.

3. OLD BUSINESS

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

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

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

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

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*

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, November 4, 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
OCTOBER 3, 2024**

**SEABROOK OPEN SPACE AND TRAILS
COMMITTEE
MEETING**

Chair Comeaux called the Seabrook Open Space and Trails Committee to order at 6:00 p.m. in the Public Works and Animal Control Complex Training Room. Present were Nehemiah Jackson, Sally Antrobus, John Coggeshall, Monica Comeaux, Debra Harper, Jesse Jones.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

2. CONSENT AGENDA

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

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

Member Harper arrived at 5:04 p.m., after the vote took place.

3. OLD BUSINESS

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

The Committee discussed steps necessary to water trees once they are planted. It was decided to keep this item on the agenda for next month.

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

Member Jones discussed the status of CIP 19, stating that it was missing from the approved CIP/ Budget.

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*

- Member Harper discussed the completion of the restoration of Baybrook and Brian Craig answered questions regarding the restoration process.
- Member Harper discussed the Baybrook basketball courts.
- Assistant Public Works Director Brian Craig announced that the butterfly sign came in on 10/2/2024.
- Chair Comeaux discussed the condition of the sidewalk between the baseball field and the homes on Meyer and Assistant Public Works Director Brian Craig gave updates on plans to restore the sidewalk.
- Chair Comeaux discussed adding trees in the same area as the sidewalk between the baseball field and the homes on Meyer.
- Discussion regarding whether the OST meetings would be recorded and, if so, where future meetings would take place.

- An update was given regarding trees on Redbluff. The HOA over the property nearby gave their approval for tree planting.

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

Chair Comeaux discussed the following:

- The solar light project on the trails has been completed. The committee discussed the need to update the park hours.
- The success of this year's KidFish event.
- Restrooms at Friendship Park.
- Work on the new pickleball courts has begun.
- Restroom upgrades at Brummerhall.
- Celebration Seabrook will be held the weekend of October 12 - 13.
- Shade structures
- Member Jones discussed a tree giveaway being held on October 19, 2024 from 10:00 a.m. until Noon.

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

Member Coggeshall discussed making updates to the map of the City's trails and adding web links for the updated map to the City's website. Assistant Public Works director Brian Craig informed committee to send the updated maps to him and that he would update the website. **SEE ATTACHMENT A.**

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

Member Jones discussed positive feedback that the City received following the RC Sailboat championships that were held in Seabrook. He expressed a need for OST's input on the design of Bayview Park as not to disrupt the ability to hold future events in Seabrook as it could bring in a lot of revenue for the City.

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

The Committee discussed the roles and responsibilities of the Open Space and Trails Committee and requested documentation outlining their duties.

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

Member Jones discussed the Kemah groundbreaking ceremony and how well it went. He then discussed his thoughts on something similar being held for Carothers.

Motion:	To Make a Recommendation for Staff to Plan a Groundbreaking Ceremony for
Made By:	OST Member Jones
Seconded By:	OST Member Jackson
Vote:	Passed unanimously by all present

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

The Committee discussed plans for the Staff Appreciation dates. A recommendation was made for November 13, 2024. The Committee also discussed menu options and what dishes each member is

responsible for bringing.

5. DISCUSSION

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

Member Jones discussed with the committee 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*

- No updates to report.

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

- The Committee discussed remaining 5 hours and requested that a list of the videos that are still needed be emailed to them.

6.3 Update on volunteer hours – *Committee*

- The Committee updated their completed Volunteer hours.

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

The next Open Space and Trails meeting will be held on November 7, 2024 at 5:00 p.m.

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

The meeting was adjourned at 6:32 p.m.

APPROVED:

Chair

DATE: _____

ATTEST:

Amanda Morales
Deputy City Secretary

ORIGINAL

**RESOLUTION NO. 94-20
PARKS AND RECREATION BOARD**

BE IT RESOLVED by the City Council of the City of Seabrook, Texas:

THAT, the Parks and Recreation Board is hereby established which shall consist of seven (7) members appointed by City Council for two (2) year terms. Appointments shall be made in September each year.

THAT, it should be the duty and responsibility of the Board to advise City Council on policies and recommend that City Council take action in connection with the issues and areas of concern cited here.

- (1) Design, development and maintenance of new and existing parks;
- (2) Acquisition of new parks and/or park facilities;
- (3) Policies concerning park use and fees;
- (4) City beautification projects;
- (5) Development of recreation programs for all age levels by the City alone or in conjunction with other institutions or agencies;
- (6) Sponsorship of clubs and groups interested in assisting City staff with parks and recreation related programs.

THAT, the Parks and Recreation Board shall elect a Chair and Vice-Chair and write its Rules of Procedure. It shall meet a minimum of once a month and shall not schedule board meetings earlier than 7:00 p.m. except in extraordinary circumstance. A quorum shall consist of five (5) members.

THAT, in September, 1994 four (4) members shall be appointed for a one year term to expire September, 1995, and three (3) members appointed to a two year term to expire September, 1996. Thereafter, all terms shall be for two years.

AND IT IS SO ORDERED, PASSED AND APPROVED THIS 5TH DAY OF JULY, 1994.

Larry King
Mayor

ATTEST:

Evelyn Purswell, CMC
City Secretary

06/27/94 14:17

0718 4747659

CITY OF SEABROOK

002

THERESE C. LUCAS

ECONOMICS AND PLANNING

FOR THE COUNCIL AGENDA ON JULY 5, 1994

PARKS & RECREATION BOARD ORDINANCE

Be it Resolved by the C.C., S.B., that
 An ordinance to establish a Parks & Recreation Board which shall consist of seven (7) members appointed by City Council for two (2) year terms. Appointments shall be made in September each year.

It is the duty and responsibility of the Board to ADVISE City Council on policies and RECOMMEND that City Council take action in connection with the issues and areas of concern cited here:

- Design, development and maintenance of new and existing parks
- Acquisition of new parks and/or park facilities
- Policies concerning park use and fees
- City beautification projects
- Development of recreation programs for all age levels by the City alone or in conjunction with other institutions or agencies
- Sponsorship of clubs and groups interested in assisting City staff with parks and recreation related programs.

Rules of Procedure.

The Parks & Recreation Board shall elect a Chair and Vice-Chair and write its By-Laws. It shall meet a minimum of once a month and shall not schedule Board meetings earlier than 7:00 P.M. except in extraordinary circumstance. A quorum shall consist of five (5) members.

In September, 1994 four (4) members shall be appointed for a one year term to expire September, 1995; and three (3) members appointed to a two year term to expire September, 1996. Thereafter, all terms shall be for two years.

and it is so ordered

Lucas, seconded by Mayfield for agenda

[Signature]
 City Attorney

*Ask Kelly to call me**Resolution O.K.**Rev 474-7659*

1A

94-20

POOR ORIGINAL

THERESE C. LUCAS

ECONOMICS AND PLANNING

~~0000 WINNING NAME~~

~~NOVEMBER 1984-1985~~

~~1986-1987~~

FOR THE COUNCIL AGENDA ON JULY 5, 1994

PARKS & RECREATION BOARD ORDINANCE

An ordinance to establish a Parks & Recreation Board which shall consist of seven (7) members appointed by City Council for two (2) year terms. Appointments shall be made in September each year.

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- Design, development and maintenance of new and existing parks
- Acquisition of new parks and/or park facilities
- Policies concerning park use and fees
- City beautification projects
- Development of recreation programs for all age levels by the City alone or in conjunction with other institutions or agencies
- Sponsorship of clubs and groups interested in assisting City staff with parks and recreation-related programs.

The Parks & Recreation Board shall elect a Chair and Vice-Chair and write its By-Laws. It shall meet a minimum of once a month and shall not schedule Board meetings earlier than 7:00 P.M. except in extraordinary circumstance. A quorum shall consist of five (5) members.

In September, 1994 four (4) members shall be appointed for a one year term to expire September, 1995; and three (3) members appointed to a two year term to expire September, 1996. Thereafter, all terms shall be for two years.

Lucas, seconded by Mayfield for agenda

18

94.20

PARKS AND RECREATION BOARD

Internal Procedures

See Resolution No. 94-20

1. The board will meet on the 3rd Wednesday beginning at 7:00 p.m. and shall last no longer than 9:00 p.m.
2. All agenda items are to be submitted to the Chairperson
3. Election of officers annually

The City Parks Superintendent attends all monthly meetings. The Board is to furnish their own secretary from the membership

7 members

5 = quorum

A RESOLUTION FORMALLY DISSOLVING THE ECO-TOURISM COMMITTEE, THE HOTEL TAX COMMITTEE, THE PARKS AND RECREATION BOARD AND THE WETLANDS ADVISORY BOARD

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

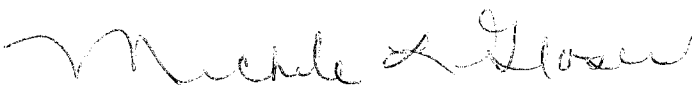
THAT, the Eco-Tourism Committee, Hotel Tax Committee, Parks and Recreation Board and Wetlands Advisory Board are immediately dissolved and any minute orders, resolutions or instructions pertaining to these boards are now hereby declared repealed.

AND IT IS SO ORDERED.

ADOPTED THIS THE 12TH DAY OF MAY, 2009.


GARY T. RENOLA, MAYOR

ATTEST:


MICHELE L. GLASER, TRMC
CITY SECRETARY

A RESOLUTION FORMALLY ESTABLISHING THREE NEW COMMITTEES INCLUDING THE TOURISM COMMITTEE, THE COMMUNITY EVENTS COMMITTEE AND THE OPEN SPACE, BEAUTIFICATION AND PRESERVATION COMMITTEE AND ESTABLISHING PARAMETERS AND CRITERIA FOR SUCH.

WHEREAS, these meetings have centered on establishing new goals for these city boards and committees; and

WHEREAS, the City Council has received input from board members, board chairs and other citizens during these multiple work sessions; and

WHEREAS, on April 29, 2009 the City Council also established certain criteria and parameters for these newly formed committees; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

A **Tourism Committee** is hereby established whose purpose shall be to recommend the expenditures of hotel tax funds to City Council, to plan and develop signature events and festivals and holiday events to promote tourism and to oversee the Pelican Path project.

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the Family Fall Festival, Trash Bash and local clean up events, but will also be tasked with creating new events for the pleasure and education of Seabrook citizens including eco-tourism events such as hummingbird workshop Happy Hikers and the birdhouse building workshop; parks events, clean-up events and wetlands education.

An Open Space, Beautification and Preservation Committee is hereby established whose purpose will be beautification of the city; public access to the water; creating a master plan for parks, trails and the Drusilla Carothers Coastal Gardens; a possible recreation center and environmental preservation.

ARTICLE TWO. PARAMETERS AND CRITERIA FOR THE COMMITTEES.

[Each] **The Tourism Committee and Committee Events** [e] **Committees** shall consist of seven members to be appointed by Council for three year terms. **The Open Space, Beautification and Preservation Committee shall initially consist of nine members to be appointed by Council for three year terms. As it is the intention of Council to ultimately have seven members on the Open Space, Beautification and Preservation Committee, Council shall not appoint new members to fill unexpired terms of members who resign or who no longer serve unless there are fewer than seven members on this Committee.**

Initial terms **for members of all three committees** shall expire in June, 2012 and then every three years thereafter. In accordance with the City Charter, members shall have resided in the city for a minimum of six months prior to appointment and shall be registered voters in Seabrook.

Committees shall normally meet once per month on a weekday evening in a building open to the public. The Chair may call additional meetings as necessary. All meetings shall conform to the Open Meetings Act and the Seabrook Charter. Each committee will be supported by city staff for secretarial duties, i.e. compiling, posting and distributing the agenda, taking and recording of minutes. Meeting dates and agenda deadlines shall be coordinated with the city secretary's office.

For the purposes of convening a meeting and transacting the business of the Committee at any meeting a majority of the entire membership of the Committee shall constitute a quorum. If a quorum is not present, the presiding officer shall immediately adjourn the meeting.

Each committee shall elect a chair and vice-chair on an annual basis.

Regular attendance is required of all members. If a member is unable to attend a meeting, s/he shall notify the city secretary's office as soon as possible before the meeting. Members who give notification of an expected absence at least two (2) hours before a meeting will be granted an excused absence. Any member who is absent without excuse for any two regular meetings within any 12 month may be removed from the Committee by the City Council. The Chair or a majority of committee members may also recommend the removal of a member who has more than three excused absences for regular meetings in any 12 month period.

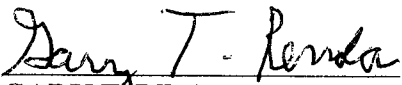
99
100 All members shall serve without compensation. Council may authorize
101 reimbursement for actual expenses incurred while on official business of the Committee in
102 accordance with State Law. Approval by Council must be granted before the expenses are
103 incurred.

104
105 **Each committee shall make a quarterly report to the City Council.**
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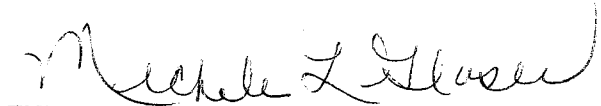
107 Each committee shall develop a mission statement and bylaws which incorporate the
108 above parameters. The mission statements and bylaws shall be approved by the City
109 Council.

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111 AND IT IS SO ORDERED.

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113 PASSED AND APPROVED THIS THE 12TH DAY OF MAY, 2009.
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118 GARY T. RENOLA, MAYOR
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122 ATTEST:

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126 MICHELE L. GLASER
127 CITY SECRETARY
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RESOLUTION NO. 2012-30
OPEN SPACE, BEAUTIFICATION AND PRESERVATION COMMITTEE NAME CHANGE

A RESOLUTION AMENDING RESOLUTION NOS. 2009-05 and 2009-17, BY CHANGING THE NAME OF THE OPEN SPACE, BEAUTIFICATION AND PRESERVATION COMMITTEE TO THE OPEN SPACE AND TRAILS COMMITTEE AND CONFIRMING THAT ALL OTHER ITEMS PERTAINING TO THIS COMMITTEE CONTAINED IN RESOLUTION NOS. 2009-05 AND 2009-17 SHALL REMAIN IN FULL EFFECT

WHEREAS, the Open Space, Beatification and Preservation Committee was established by the approval of Resolution No. 2009-05, "Establishment of the Tourism Committee, Community Events Committee and Open Space, Beautification and Preservation Committee" on May 12, 2009; and

WHEREAS, On September 15, 2009, Resolution No. 2009-05 was amended by the approval of Resolution No. 2009-17, "Adopting Open Space, Beautification and Preservation Committee Mission Statement and By-Law"; and

WHEREAS, At its August 9, 2012 meeting, Members of Open Space, Beautification and Preservation Committee unanimously voted to request that the Seabrook City Council change the committee's name to the Open Space and Trails Committee; and

WHEREAS, the City Council considered, and by majority vote, approved this request at its October 2, 2012 meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

THAT the name of the Open Space, Beautification and Preservation Committee is hereby formally changed to the Open Space and Trails Committee; and

THAT, all other items contained in Resolution Nos. 2009-05 and 2009-17, pertaining to this Committee and not in conflict with Resolution No. 2012-30, shall remain in full effect.

AND IT IS SO ORDERED.

PASSED, APPROVED AND ADOPTED THIS THE 23rd DAY OF OCTOBER 2012.

Glenn R. Royal, Mayor

Attest:

Michele L. Glaser, TRMC
City Secretary

RESOLUTION NO. 2009-17
ADOPTING OPEN SPACE, BEAUTIFICATION AND
PRESERVATION COMMITTEE
MISSION STATEMENT AND BY-LAWS

A RESOLUTION ADOPTING THE MISSION STATEMENT AND BY-LAWS OF THE
OPEN SPACE, BEAUTIFICATION AND PRESERVATION COMMITTEE

WHEREAS, in May 2009, the City Council of the City of Seabrook established by Resolution No. 2009-05 a new committee called the Open Space, Beautification and Preservation Committee; and

WHEREAS, the City Council resolved that the purpose of this committee is beautification of the city; public access to the water; creating a master plan for parks, trails and the Drusilla Carothers Coastal Gardens; a possible recreation center and environmental preservation; and

WHEREAS, the City Council mandated that each committee submit a mission statement and by-laws for approval; and

WHEREAS, this committee has worked with due diligence in performing its duties as set forth by City Council,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS THAT:

Section 1. Adoption of Mission Statement. The Open Space, Beautification and Preservation Committee submits the Mission Statement for adoption by City Council.

Section 2. Adoption of By-Laws. The Open Space, Beautification and Preservation Committee submits the By-Laws for adoption by City Council. These by-laws may be amended or appealed at a later date by resolution.

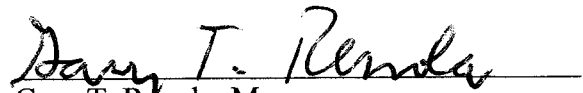
Section 3. The Mission Statement and By-Laws are contained in Attachment A and are hereby made a part of this resolution.

AND IT IS SO ORDERED.

PASSED AND APPROVED THIS THE 15TH DAY OF SEPTEMBER, 2009.

ATTEST:


Michele L. Glaser, TRMC
City Secretary


Gary T. Renola, Mayor



Mission Statement for the City of Seabrook
Open Space, Beautification and Preservation Committee

Mission: To preserve, enhance and beautify open space and natural areas and to enhance the parks and trails in Seabrook.

By-Laws for the City of Seabrook
Open Space, Beautification and Preservation Committee

The Open Space, Beautification and Preservation Committee ("OSC") shall be composed of seven (7) members, all of whom shall be residents of the City of Seabrook. The Mayor and the City Council Members shall make appointments to the board.

1. The Open Space, Beautification and Preservation Committee is charged with advising City Council on matters pertaining to open space, including parks, trails and natural areas.
2. The Open Space, Beautification and Preservation Committee shall produce a comprehensive parks plan for Seabrook and work with county, state, federal, private and nonprofit bodies to help implement plan goals, reviewing these as needed.
3. The Open Space, Beautification and Preservation Committee shall make recommendations to Council concerning preservation of natural space and expansion of parks and trails in accordance with community wishes and needs.
4. The Open Space, Beautification and Preservation Committee shall recommend to Council amenities, enhancements, acquisitions, plantings and conservation easements that embody parks plan objectives and sustainability principles.
5. The Open Space, Beautification and Preservation Committee shall provide council with recommendations regarding Seabrook's park operations, uses, and fees.
6. Terms of office will be three years. Initial terms shall expire in June, 2012 and then every three years thereafter. The Board will elect a Chairperson and Vice-Chairperson annually at its July meeting. For vacancy due to resignation, death, or other circumstances, the remainder of the term shall be filled by appointment of City Council from the normal application process.
7. A majority of the entire membership of the Committee shall constitute a quorum. If a quorum is not present, the presiding officer shall immediately adjourn the meeting.
8. Regular attendance is required of all members. A member of the committee who is unable to attend a meeting may be excused upon proper notification to the City

- 45 Secretary's office at least two (2) hours before a meeting. If a member of the board
46 has two unexcused absences within a 12 month period, that member may be removed
47 from the Committee by the City Council, The Chair or a majority of committee
48 members may also recommend the removal of a member who has more than three
49 excused absences for regular meetings in any 12 month period.
50
- 51 9. All recommendations from the committee must be made by a majority vote of all
52 members present at the official committee meeting.
53
- 54 10. The Open Space, Beautification and Preservation Committee will meet monthly.
55 Special meetings may be held upon the call of the Chairperson or upon request of the
56 majority of the Committee. All meetings shall conform to the Open Meetings Act and
57 the Seabrook Charter. Meeting dates and agenda deadlines shall be coordinated with
58 the City Secretary's office.
59
- 60 11. The Committee shall make a quarterly report to the City Council.



Agenda Briefing

Date of Meeting: November 7, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: November 7, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: November 7, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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*

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: November 7, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached:

1. KTB Webinars

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

LENGTH	KTb WEBINARS 2024	DATE VIEWED	VIEWER	TAKE AWAY
1	Mobilizing Household Participation in the Circular Economy	9/6/2024	Sally	
1	Unveiling the New Texas Litter Database	9/12/2024	David	
1	KEEP TEXAS WATERWAYS CLEAN	9/25/2024	Debra	
1	Texas Arbor Day: Caring for Native Trees	9/25/2024	Sally	It tells us November is the best time for planting in Texas; that's why Texas Arbor Day is the first Friday in November. Texas A&M Forest Service presenter Mickey Merritt outlined how urban trees provide Texas with well over \$100 billion a year in ecosystem services, including carbon sequestration, arresting storm water, and energy savings resulting from shade. Houston, for example, has 19% tree cover and more than 200 "plots," documented every five years for their quality of life contributions.
1	Anti Litter Beach Program : Code Enforcement	9/25/2024	John	This training video discussed techniques Padre Island uses to decrease littering. Tips Given that might apply to Seabrook : - Have a Catchy "local" slogan - Have cute catchy signs instead of the square "No Littering" - Have the mascot educate children at events - Target children because the parents support them - Have police pick up an occasional piece of trash , everyone feels super guilty when they see that
1	Engaging Youth in Recycling: How to Host a Plastic Bo	9/26/2024	David	The takeaway is that a challenge or competition between different grades and/or schools is a great way to educate youth in the reasons why we need to recycle and provides an education about the recycling process from collection to reuse. It also sets a great example for our children to not litter and to re-think the use of single use plastics.
6	TOTAL HOURS (12 hrs needed for Gold Status)			



Agenda Briefing

Date of Meeting: November 7, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Update on volunteer hours – *Committee*

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: November 7, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Establish future meeting dates and agenda items – *Committee*

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation: