



**SEABROOK OPEN SPACE AND TRAILS COMMITTEE
NOTICE OF MEETING
THURSDAY, JANUARY 9, 2025 - 5:00 PM**

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NOTICE IS HEREBY GIVEN THAT THE SEABROOK OPEN SPACE AND TRAILS COMMITTEE WILL MEET ON **Thursday, January 9, 2025 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 December 12, 2024 Open Space and Trails Committee meeting.

3. OLD BUSINESS

3.1 Consider and take all appropriate action on providing a recommendation to City Council on the allocation of Keep Texas Beautiful Grant proceeds in the amount not to exceed \$160,000 for improvements within the TXDOT right of way (ROW).

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 regarding the appointment of one member of the Open Space & Trails Committee to the Bayside Park Stakeholders Ad Hoc Committee.

4.4 Consider and take all appropriate action on a recommendation to Council regarding elimination of the overflow restaurant parking at McHale Park.

5. DISCUSSION

5.1 Discussion regarding the Carothers Grading and Drainage Project re-bid process

5.2 Discussion regarding Open Space & Trails Committee involvement in the Bayside Park expansion project at the Main Street Wastewater Treatment Plant

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, January 6, 2025 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
DECEMBER 12, 2024**

**SEABROOK OPEN SPACE AND TRAILS
COMMITTEE
MEETING**

Member Popken 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, John Coggeshall, David Popken, Debra Harper, Jesse Jones.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

2. PRESENTATIONS

2.1 Administer Oath of Office to the reappointed members of Open Space & Trails - *Amanda Morales, Deputy City Secretary*

Oath was administered to Members Jones and Coggeshall.

3. CONSENT AGENDA

3.1 Approve the minutes of the November 7, 2024 Open Space and Trails Committee meeting.

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

4. OLD BUSINESS

4.1 Consider and take all appropriate action on a recommendation to City Council regarding the job description, roles and duties of the Open Space and Trails committee. - *Member Jones*

Member Jones discussed the duties and responsibilities of the OST members with Assistant City Manager Sean Landis. The committee suggested designating parks to each member at the next OST meeting.

4.2 Consider and take all appropriate action regarding collaboration between City Staff and Open Space and Trails Committee on the development plan and funding allocation for CIP 19 Phase 2 – Carothers Community Gardens Orchard.

Assistant City Manager, Sean Landis suggested to the committee that a collaboration between staff and OST plan a CIP that will be presented to Council.

5. NEW BUSINESS

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

- Member Harper questioned staff about what was happening on Robertson. Staff informed that a pipe was being replaced and that the work was completed.

- Member Coggeshall discussed a large tree that had been removed at Toddville and staff advised that a pipe had been replaced there, as well.

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

The committee discussed the Tree Planting Day of Awesomeness on January 4, 2025.

5.3 Consider and take all appropriate action on a recommendation to City Council regarding the installation of a Little Library at Friendship Park by Girl Scout Troop 140034 - *Darcy Szecsy, Girl Scout Co-Leader*

Girl Scout troop 140034 presented their plans regarding installing a Little Library at Friendship Park to help Seabrook citizens have easy access to books that would be donated. They also requested to be able to donate directly to the city. They will be completing this project to obtain their bronze medal.

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

5.4 Consider and take all appropriate action on providing a recommendation to City Council on the allocation of Keep Texas Beautiful Grant proceeds in the amount not to exceed \$160,000 for improvements within the TXDOT right of way (ROW).

Assistant City Manager, Sean Landis, discussed the use of the \$160,000 funds awarded from the Keep America Beautiful grant. He explained that the funds must be used towards TXDOT right of way only, and he discussed the planning process. The committee requested that a discussion item be added to the next agenda so that the committee can discuss possible locations to utilize the funds for improvements.

6. DISCUSSION

6.1 Discussion regarding the Carothers Grading and Drainage Project re-bid process

Public Works Director Brian Craig discussed the process for re-bid and where the city stands in the re-bid process. The committee requested to keep this item on the next agenda.

6.2 Discussion regarding Open Space & Trails Committee involvement in the Bayside Park expansion project at the Main Street Wastewater Treatment Plant

7. ROUTINE BUSINESS

7.1 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*

Nothing to report.

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

The committee has one more webinar they need to complete before the end of December.

7.3 Update on volunteer hours – *Committee*

- The committee updated their completed volunteer hours.

7.4 Establish future meeting dates and agenda items – Committee

- The next Open Space & Trails committee meeting will be held on January 9, 2025.

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

Meeting was adjourned at 6:07 p.m.

APPROVED:

Monica Comeaux
Chair

DATE: _____

ATTEST:

Amanda Morales
Deputy City Secretary