



MEETING MINUTES
DECEMBER 3, 2024

SEABROOK CITY COUNCIL
REGULAR 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 Thom Kolupski, Buddy Hammann, Jackie Rasco, Rob Hefner, Tom Tollett, Michael Giangrosso, Joe Machol. Also in attendance were: City Manager Gayle Cook, City Secretary Rachel Lewis, City Attorney David Olson, and Deputy City Manager Sean Landis. Pledges were conducted.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

David Chen	Quality Hotel, Seabrook	Hotels struggling in Seabrook
Kelly Stewart	2510 Hollybrook	Hotel Occupancy Tax Volunteer

1.1 Mayor, City Council and/or members of the City staff may make announcements about City/Community events. City Council

Councilmember Hefner made announcements regarding the following events:

Tree Lighting - December 5, 2024

Share Your Christmas Donations due by December 11, 2024

Breakfast With Santa - December 14, 2024

City Office Closures beginning at noon on December 23, 2024 through December 25, 2024.

City Office Closures beginning at noon on December 31, 2024 through January 1, 2025.

Tree Planting Day of Awesomeness - January 4, 2025

2. PRESENTATIONS

2.1 Presentation of a Partnership Proposal between the City of Seabrook and Space Center Houston as a Hotel Occupancy Tax (HOT) advertising project.

Eric Redecker and Brian Hayes with Space Center Houston presented the proposal.

See Attachment A. Mr. Redecker answered questions regarding the referrals to hotels from the Space Center website, and specific plans for referrals to Seabrook hotels.

2.2 Presentation requesting the city abandon Bay Vista Drive for the purpose of creating a private, gated street as prescribed in the City Code of Ordinance, Section 75-29: Closing Streets and Alleys.

Steve Belmonte presented the request. **See Attachment B.** Deputy City Manager Sean Landis explained the process to abandon the public road.

2.3 Presentation by the Open Space and Trails Committee regarding their recommended action for the City Council to approve the start of construction for CIP P19 Carothers Community Gardens Phase 2 Orchards during FY 2025.

Mayor Kolupski stated this item was pulled from the agenda and would not be considered.

3. CONSENT AGENDA

- 3.1 Approve the minutes of the November 19, 2024 City Council Meeting.**
- 3.2 Consider and take all appropriate action on the second reading of Ordinance # 2024-27 a request to amend the Code of Ordinance of the City of Seabrook, by creating a definition for "Smoke and Head Shop".**
- 3.3 Consider and take all appropriate action on the second reading of Ordinance 2024-28 a request to amend the Code of the City of Seabrook, by creating a new definition for "(CBD) Cannabidiol Sales", and creating new associated parking regulations.**
- 3.4 Consider and take all appropriate action on the second reading of Ordinance # 2024-29 a request to amend the Code of the City of Seabrook, by creating a definition for "Vape Shop", adding "Vape Shop" to Table 3-A "Uses Permitted by Right and Conditional Uses, and creating new associated parking regulations.**
- 3.5 Consider and take all appropriate action on the second reading of Ordinance # 2024-30 a request to amend the Code of the City of Seabrook, by creating a definition for "Mobile Food Vendor", adding "Mobile Food Vendor" to Table 3-A "Uses Permitted by Right and Conditional Uses", and creating new associated parking regulations.**
- 3.6 Consider and take all appropriate action on the second reading of Ordinance 2024-31 a request to update the City of Seabrook Official Zoning Map.**
- 3.7 Consider and take all appropriate action on the second reading of Ordinance 2024-32 a request to amend the Code of the City of Seabrook, by creating a definition for "Mobile Vending", adding "Mobile Vending" to Table 3-A "Uses Permitted by Right and Conditional Uses", and creating new associated parking regulations.**
- 3.8 Consider and take all appropriate action on the second reading of Ordinance 2024-34, modifying and continuing a Civil Service Classification System to approve a program for Lateral Police Officers.**
- 3.9 Consider and take all appropriate action on the approval of the second reading of Ordinance 2024-35, Update to Speed Limits and Zones, and establishing speed limits on State Highway 146 Frontage Roads in the City limits of the City of Seabrook until Texas Department of Transportation (TxDOT) completes engineering and traffic study.**
- 3.10 Consider and take all appropriate action on a recommendation to approve authorizing the City of Seabrook to participate in the Kroger Settlement Agreement related to opioid claims.**

Motion:	To Approve the Consent Agenda
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	At-Large Position 4 Giangrosso
Vote:	Passed unanimously by all present

4. OLD BUSINESS

4.1 Consider and take all appropriate action on the second reading of Ordinance 2024-33, Amending the Park Regulations for changes in the Park Hours

Motion: To Approve
Made By: Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By: At-Large Position 2 Hefner
Vote: **Passed** unanimously by all present

4.2 Hear a report and take any appropriate action on the Seabrook Water Supply Feasibility project. *Kerry Lackey, PE, Cobb, Fendley & Associates, Inc.*

Kerry Lackey of Cobb Fendley & Associates presented the feasibility report. See **attachment C**. City Manager Gayle Cook explained that becoming a partner with the plant rather than relying on Pasadena would significantly decrease the cost of water to the City. The increase in this infrastructure would allow the City to become a partner. She stated there could be grants to cover the cost of these improvements. No further action was taken.

4.3 Consider and take all appropriate action on the approval of appointments of members to the Hotel Occupancy Tax (HOT) Advisory Board including 2 Council Members, 2 Lodging Facility Owners or Business Owners and 2 Citizens.

Councilmember Hammann suggested that two Councilmembers interview the applicants. There were some other interested parties who would also like to apply.

Motion: To postpone until all applications were received.
Made By: At-Large Position 1 Rasco
Seconded By: At-Large Position 4 Giangrosso
Vote: **Passed** unanimously by all present

Motion: To Approve Councilmembers Rasco and Giangrosso to interview ap
Made By: At-Large Position 5 Hammann
Seconded By: At-Large Position 3 Tollett
Vote: **Passed** unanimously by all present

4.4 Consider and take all appropriate action to approve or provide direction regarding an alternative researched site for a new Police Station, and determine whether it should replace the currently proposed site.

City Manager Cook presented the researched site at a cost of \$2,700,000. See **attachment D**. Councilmember Hefner stated the purchase of the property would not only be an additional cost to the citizens, it would also take the possibility of all future ad valorem tax income from the City. Council requested a public meeting be held to explain the options to the residents and to receive input from them. Chief Rolf Nelson was asked if this location would be a good one for the police station, and he stated it would be since it was outside a flood zone. No further action was taken.

5. NEW BUSINESS

- 5.1 Consider and take all appropriate action to authorize the Bay Vista Property Owners Association (POA) and City Staff to proceed with the abandonment of Bay Vista Drive in accordance with the City Code of Ordinance, Section 75-29: Closing Streets and Alleys.**

Motion:	To Approve
Made By:	At-Large Position 4 Giangrosso
Seconded By:	At-Large Position 3 Tollett
Vote:	Passed unanimously by all present

- 5.2 Consider and take all action to establish a Stakeholder Committee for the Bayside Park expansion project at the Main Street Wastewater Treatment Plant site, defining its composition to include representatives from the Open Space and Trails Committee, Economic Development Corporation, City Council, Old Seabrook businesses, Old Seabrook residents, City staff, and an outside consultant, as part of the Professional Services Agreement with Kimley Horn.**
Councilmember Hammann presented the need for the committee. He proposed one member from each of the groups listed be to establish an advisory committee to work with Kimley Horn. Mayor Kolupski stated the groups could be contacted so they could designate committee members to begin to meet with Kimley Horn in January. City Manager Cook stated the City would develop handouts to get members of the proposed groups. No other action was taken.

- 5.3 Consider and take all appropriate action on the continuation of the annual Celebration Seabrook event hosted by the City, and consideration of an alternate organization to host the event.**

Councilmember Hammann presented the item. City Manager Cook and Finance Director Mike Gibbs presented the budget costs stating the \$100,000 total costs are funded by the Economic Development Corporation and HOT funds. He explained the general fund does not fund the event due to the sponsorship and vendors. Councilmember Machol recommended a civic group take over the operation of the celebration and the City fund with the HOT funds. Councilmember Hefner requested the event be changed or moved to attract more people to businesses and the request by other members of Council was to move it to Main Street.

Motion:	To form a committee for the event
Made By:	At-Large Position 1 Rasco
Seconded By:	At-Large Position 6 Machol
Vote:	Failed with Councilmembers Rasco and Machol voting in favor, and Councilmembers Kolupski, Hammann, Hefner, Giangrosso, and Tollett voting opposed.

- 5.4 Consider and take all appropriate action on a recommendation from the Seabrook Open Space and Trails Committee for the City Council to approve the start of construction for CIP P19 Carothers Community Gardens Phase 2 Orchards during FY 2025.**

Mayor Kolupski stated the item was pulled from consideration.

- 5.5 Consider and take all appropriate action to provide direction to city staff regarding**

the removal of temporary signs following the near completion of State Highway 146. Examples of this type of signage include bandit signs, wind-driven signs, and off-premise advertising.

Deputy City Manager Sean Landis presented the item explaining that code enforcement of temporary signs was relaxed during the construction of Highway 146, but staff needed direction as to whether the enforcement should begin again. He stated he anticipated business owners would be in opposition of this enforcement. Councilmember Hefner recommended the business owners who had the signs be contacted about the signs which were out of compliance, and also ask the businesses for input for further consideration of the current ordinances. Deputy City Manager Landis explained staff intended to send 30-day letters to all businesses in advance of enforcement. Councilmember Tollett requested this be reviewed again in 90 days due to the current struggles for businesses. Council directed staff to review the item again in 90 days.

5.6 Consider and take all appropriate action on approval of the nautical bollards installed in the SH 146 corridor.

City Manager Cook presented the colors of the bollards were originally planned to be black, but they are silver. A change order would be made to return them to black as originally planned unless the decision was to keep them the silver color.

Motion:	To Approve changing the color to black
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	At-Large Position 6 Machol
Vote:	Passed with Councilmembers Rasco, Hammann, Kolupski, Tollett, Giangrosso, and Machol voting in favor, and Councilmember Hefner opposed.

6. DISCUSSION

6.1 Discussion regarding a proposal from Space Center Houston for Advertising and Partnership Opportunity for 2025 at a total investment of \$100,000.00 from the Hotel Occupancy Tax (HOT) Fund.

Motion:	To postpone for the HOT board to consider
Made By:	At-Large Position 4 Giangrosso
Seconded By:	At-Large Position 2 Hefner
Vote:	Passed unanimously by all present

6.2 Discussion regarding the lighting installation at Meador Park, including the cost and direction of the lights.

Councilmember Machol presented the discussion stating the lights faced the streets rather than facing the park. City Engineer Brian Craig took note of the issue.

6.3 Discussion regarding the new road signs and the orientation of each sign.

Councilmember Machol presented the discussion. He stated the signs at Main Street and Todville looked nice but others did not match or were missing throughout the City. He stated some were damaged and all should be more uniform. Sean Landis explained that a consultant had been contacted for replacement of signs and making the signs

more uniform. He stated the process of changing the signs was ongoing so they would look different throughout the process of updating them.

6.4 Discussion and possible action on the Public Comments directive at the beginning of Council meetings directed at the public.

Councilmember Machol raised the discussion. He stated he had issues with the public comments verbiage including who would determine what constituted personal attacks, and the requirement of the residents to give their name and address. City Attorney David Olson stated the requirements put forth in the Public Comments section are set out to protect those who were not in attendance. He stated people were not required to give their name and address to speak however, Council might not give as much weight to anonymous speakers who may not be residents of the City. He further stated there were no legal issues with the Public Comments statement as written.

7. ROUTINE BUSINESS

7.1 City Manager update and report to City Council on various items that require no action, including Seabrook Boards and Commissions, Transportation Projects, and City of Seabrook CIP Projects.

City Manager Gayle Cook presented the update regarding the following:

Hwy 146 projects

New transportation projects

CIP projects/ARPA projects

Wastewater treatment plant

Lights on NASA Road 1

7.2 Establish future meeting dates and agenda items.

City Secretary Rachel Lewis informed Council the next Regular Council Meeting was scheduled to take place on January 7, 2025.

Motion:	To Adjourn
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	At-Large Position 4 Giangrosso
Vote:	Passed unanimously by all present

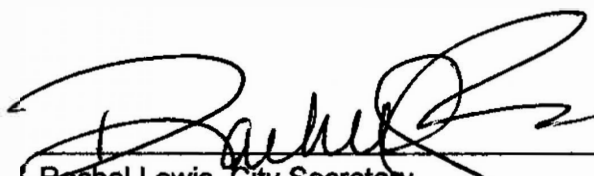
The meeting was adjourned at 8:48 pm.

APPROVED:


Thomas G. Kolupski, Mayor

DATE: January 7, 2025

ATTEST:


Rachel Lewis, City Secretary



Partnership Opportunity

2025-2027

WE ARE A 501(c)(3) WITH A CLEAR AND DRIVEN PURPOSE

Space Center Houston (SCH) is a leading science and space exploration learning center. Our goal is to bring people and space closer together by being a gateway for space exploration, science and engineering learning and innovation.

SCH is one of the most visited year around attractions in Houston for local and international visitors. SCH has a higher percentage of family-centric visitors and SCH's visitors are shown to be more likely to be influenced by Sponsorships than other major Houston properties and sports franchises.

As the official Visitors Center for NASA and the Johnson Space Center, as well as a Smithsonian Affiliate museum, Space Center Houston is truly "one of one".

📷 → 1.3 Million Visitors Per Year

Space Center Houston has set attendance records two years in a row and were trending 30% ahead of previous historic marks before COVID-19

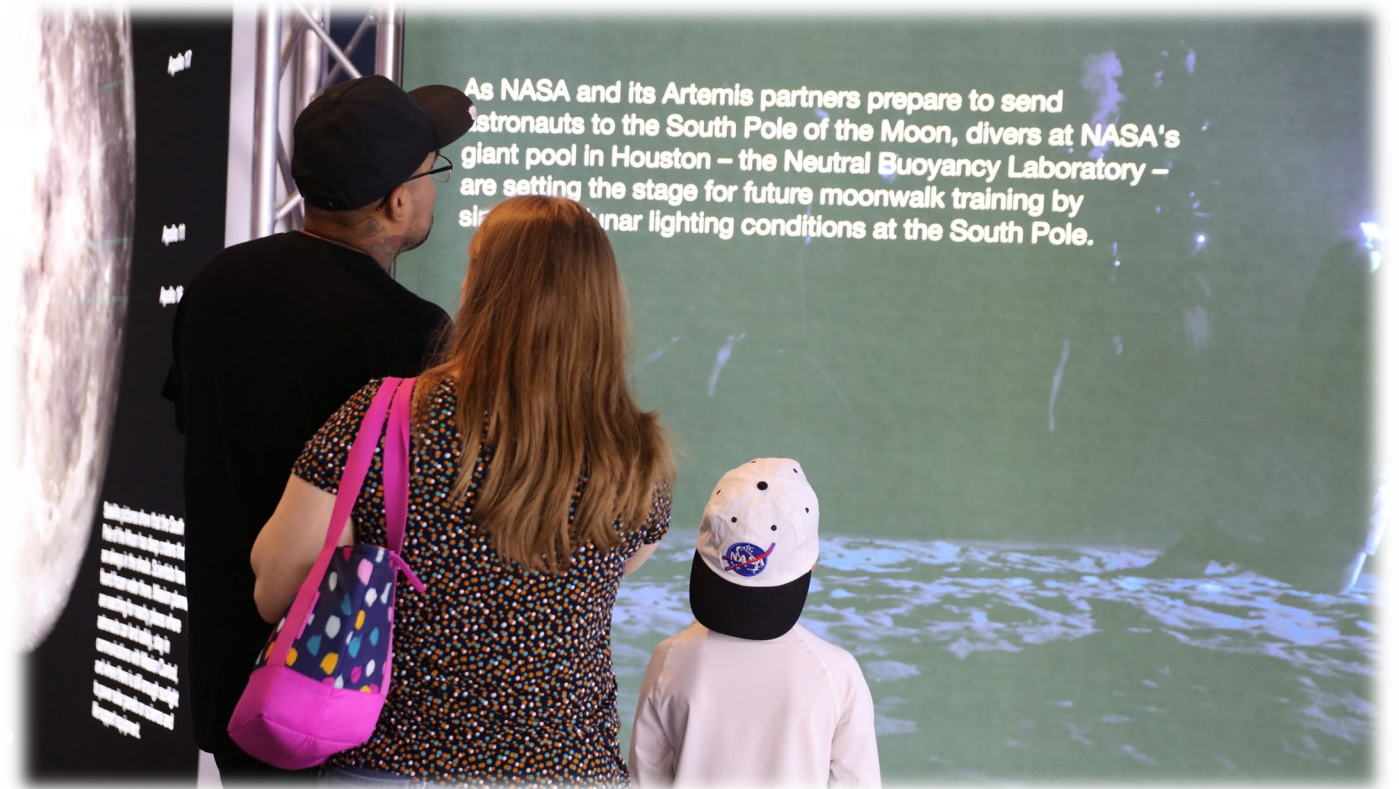
💬 → Guests are local, domestic, and international

- 32% Greater Houston Area
- 23% Other Texas Cities
- 26% U.S. States Other Than TX.
- 68% of SCH Visitors are Tourists
- 73% First Time Visitors

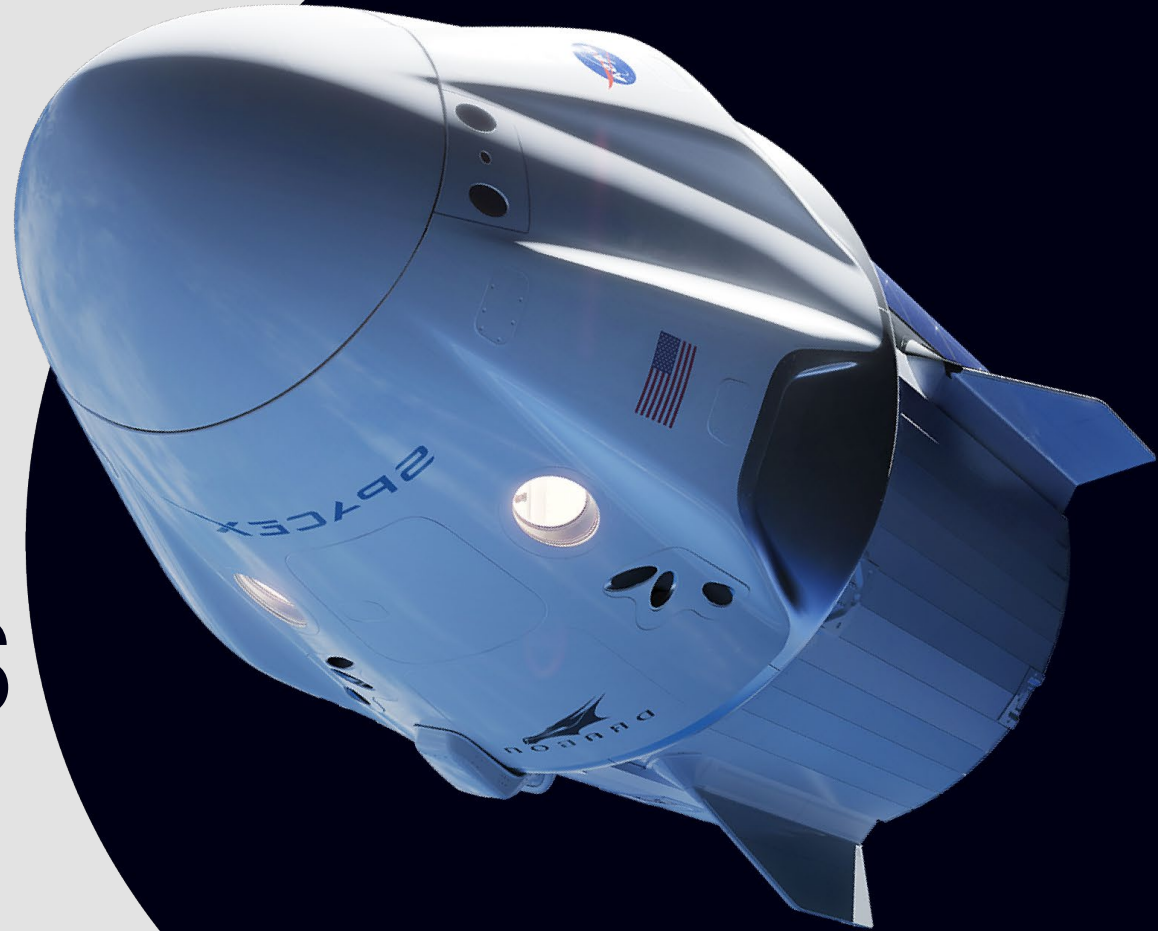
📊 → Young, Educated, and High-Earners

- 74% College Degree Or Higher
- \$85k HHI
- 51% Male | 49% Female
- 31% Under 18

SPACE REACHES EVERYONE



Partnership Opportunities



Preferred Hotel Partner: Three-Year Partnership



1 Year-Round Hotel Partner

2 Moon 2 Mars Festival Partner

3 Hospitality and Additional Benefits

4 Summary and Options Breakdown

1

Year-Round Hotel
Partner

Year-Round Hotel Partner of Space Center Houston

Find A Hotel

[Home](#) » [Find A Hotel](#)

Stellar stays for an unforgettable trip

Less than 30 minutes from the sun and surf of Galveston's pristine beaches, the Clear Lake area is the perfect place to spend the day or book a hotel room and have a getaway vacation.

Restaurants, shops, hotels – the City of Webster and Nassau Bay have you covered when it comes to lodging and entertainment near Space Center Houston. Check the list below and find the location that works best for your stay. Make sure you mention the special **Space Center Houston discount!**

[BOOK AN AREA HOTEL](#)



City of Webster and Nassau Bay Hotels



BEST WESTERN
889 West Bay Area Boulevard
Webster, TX 77598



BUDGETEL INN
904 East NASA Parkway
Houston, TX 77058



COMFORT SUITES
16931 North Texas Ave.
Webster, TX 77598



COURTYARD BY MARRIOTT
HOUSTON NASA/CLEAR LAKE
18100 Saturn Lane

City of Seabrook will receive recognition as a “Preferred Hotel Partner” of Space Center Houston and will be listed on “Find A Hotel” section of the website with other City/Hotel partners.

- Hotels from within the city of Seabrook portfolio will be listed with logo recognition on the following:
 - Space Center Houston website
 - Find a Hotel webpage
 - BookDirect Platform (SimpleView or similar booking mechanism)

Hotel Reporting

Quarterly or Monthly reports can be sent out to City reps showing searches and referrals that come directly from our site (whatever is better for your needs)

Website: spacecenter.org

Report Start Date

07/01/2024



Report End Date

07/31/2024



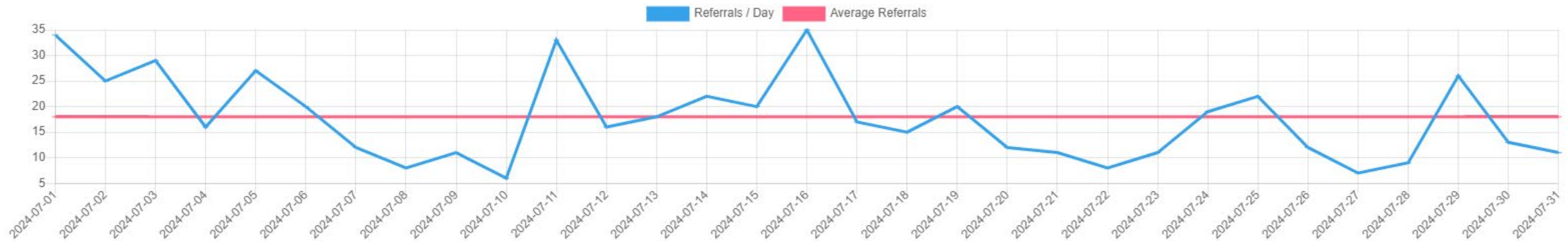
Run Report

Export Lodging Summaries

Print or Save as PDF

Referrals

Line Graph | Bar Graph



2

Moon 2 Mars Festival Partner Opportunity

Moon 2 Mars Festival

Moon 2 Mars Festival presented by Wellby Financial is going into year four at Space Center Houston in 2025. At Moon 2 Mars, we celebrate the technology that will get us back to the moon, on to mars and beyond. Guests will have unprecedented access to world-class space technology complimented with live music and interactive education experiences. Supporting partners will receive recognition in group listings of supporters for the event and have hospitality opportunities around the festival.



Supporting Partner

Sponsor will be recognized as a “Moon 2 Mars Festival Supporting Partner” during our Moon 2 Mars Festival. Moon 2 Mars Festival Presented by Wellby Financial is held during the most popular time of the year for Space Center Houston when it comes to visitors and out of town guests...Spring Break

- March 12th – 16th, 2025 (Tentative dates)
 - Usually 65k – 70k people during our festival week and our highest hotel referral rates
- Logo recognition and listing with other event sponsors on the following
 - On-site signage
 - Website event page
 - E-mail communication
 - Mars Wall/Other video boards
- Opportunity to provide special discount or promotional push specifically to festival goers through different forms of promotion:
 - E-mail communication
 - Social media posts
 - Festival webpage linking directly to sponsor hotel portfolio
 - The opportunity to provide special hotel packages to festival goers

Moon 2 Mars Festival Supporting Partner



3

Hospitality and Additional Benefits

Hospitality and Additional Benefits

- Three Hundred (300) general admission tickets to Space Center Houston
- One Hundred (100) Moon 2 Mars general admission tickets
- Ten (10) VIP tickets to Moon 2 Mars main concert night (usually Saturday of the event)
- Two (2) VIP tours for up to ten (10) people per tour
- Logo inclusion on our Corporate Partnership page at spacecenter.org



Summary



City of Seabrook Proposal Summary

Combined Package with Discount:

- Year-round Hotel Partner
 - Hotel recognition and listing on website and booking platform
 - Monthly or Quarterly reporting based on city needs
- Moon 2 Mars Supporting Partner (Hotel Partner)
 - Direct marketing play with Moon 2 Mars Festival partnership to drive guests traveling from out of town to City of Seabrook hotels
- Hospitality and Additional Benefits
 - Tickets and tours for City use (Slide 18)

<u>Total Investment for combined package:</u>	2025: \$100,000
	2026: \$103,000
	2027: \$106,000

City of Seabrook Proposal Summary

Hotel Partner Only:

- Year-round Hotel Partner
 - Hotel recognition and listing on website and booking platform
 - Monthly or Quarterly reporting based on city needs
- Hospitality and Additional Benefits
 - Three Hundred (300) general admission tickets to Space Center Houston
 - Two (2) VIP tours for up to ten (10) people per tour
 - Logo inclusion on our Corporate Partnership page at spacecenter.org

<u>Total Investment for combined package:</u>	2025: \$85,000
	2026: \$88,000
	2027: \$91,000

City of Seabrook Proposal Summary

Moon to Mars Supporting Partner Only:

- Moon 2 Mars Hotel Partner
 - Direct marketing play with Moon 2 Mars Festival partnership to drive guests traveling from out of town to City of Seabrook hotels
- Hospitality and Additional Benefits
 - One Hundred (100) Moon 2 Mars general admission tickets
 - Ten (6) VIP tickets to Moon 2 Mars main concert night (usually Saturday of the event)
 - Logo inclusion on our Corporate Partnership page at spacecenter.org

<u>Total Investment for combined package:</u>	2025: \$25,000
	2026: \$27,500
	2027: \$30,000

Thank you

Brian Hayes

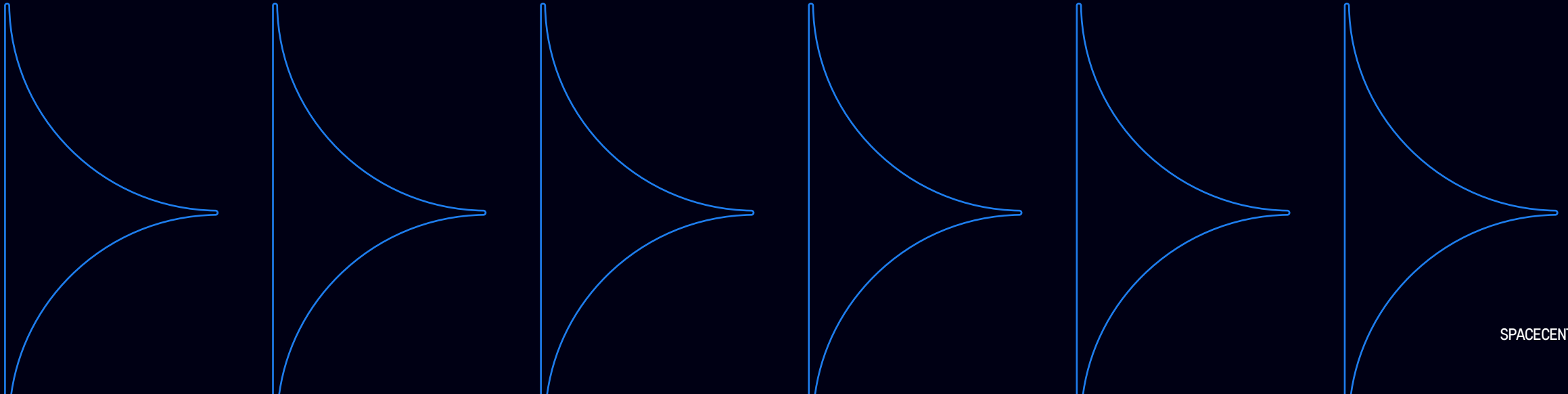
Director of Business Enterprises

BHayes@spacecenter.org

Eric Redeker

Business Enterprise Manager

Eredeker@spacecenter.org



Request for Abandonment of Bay Vista Drive and Conversion to a Gated Community

Presented by Steve Belmonte, President, Bay Vista POA

Introduction

- **Current Status:** Bay Vista Drive is currently a public roadway maintained by the City of Seabrook.
- **Request:** The Bay Vista Property Owners Association (POA) is requesting abandonment to create a gated, private community.
- **Purpose:** Transfer maintenance and security to the POA, improving safety, privacy, and traffic control.

Key Reasons for the Request

- ▶ **Security:** Enhanced safety through controlled access. Currently, non-residents drive through our community at all hours of the day and evening, many times after midnight. Property Owners have complained that solicitors are knocking on their doors after 10PM, creating a potentially unsafe scenario.
- ▶ **Privacy:** Reduced public traffic and activities. There is no public access to the water in the Bay Vista subdivision. All access to Galveston Bay within the Bay Vista subdivision is through private property owned by the Bay Vista Property Owners.
- ▶ **Traffic Management:** Minimize random vehicles, bicycles or walking traffic of non-residents in our neighborhood.
- ▶ **Maintenance:** POA would assume responsibility for the upkeep and operation of the street, including the installation and maintenance of a gate and security infrastructure.

Proposed Changes

- **Modeling After Success:** Transform the Bay Vista subdivision using the Villa Drive subdivision as a successful example of a gated community.



Proposed Changes

- ▶ **Gate Installation:** Automatic gates, matching existing fence will be installed at the entry point, ensuring seamless and secure access for residents, approved visitors, utilities, emergency vehicles, delivery services, and maintenance crews.
- ▶ **Advanced Access Control:**
 - ▶ **Technology:** Cutting-edge IP-controlled gate station.
 - ▶ An "IP-controlled gate station" refers to a gate access control system that uses internet protocol (IP) technology to manage access, allowing for remote monitoring and control of the gate via a network through a dedicated app on a smartphone or computer, rather than a physical key or keypad at the gate itself; essentially, it's a smart gate system that operates over the internet.
 - ▶ **Features:** Includes a built-in camera, keypad, app-enabled access, and a physical remote-control device for convenience.

Proposed Changes

► POA Management and Maintenance:

- **Responsibility:** The POA will assume full responsibility for street operations and upkeep.
- **Scope:** Includes installation, maintenance, and continuous operation of the gate and its security systems.

► Emergency and Essential Access:

- **Compliance:** Full adherence to all applicable local, state, and municipal guidelines to ensure uninterrupted access for critical services, including emergency vehicles, delivery services, utility providers, and maintenance crews. This includes implementing necessary infrastructure and operational protocols to facilitate smooth entry and exit while prioritizing safety, efficiency, and compliance with public safety standards.

Anticipated Benefits for Residents

- ▶ **Security:** Controlled access reduces the risk of unauthorized entry, providing peace of mind for our property owners.
- ▶ **Privacy:** Enhanced ability to limit non-resident traffic and reduce public activity within our neighborhood.
- ▶ **Maintenance Standards:** Assurance that the POA will maintain roads and infrastructure tailored to residents' needs.
- ▶ **Traffic Safety:** Reduced through traffic and better management of vehicle speeds, creating a safer environment for children and families.

Addressing Impacts and Challenges

- ▶ **Visitors and Deliveries:** The proposed gate system will include streamlined access protocols to ensure convenience and efficiency for non-resident visitors and delivery personnel. Features such as temporary access codes, remote entry permissions, and clearly defined guidelines will minimize delays while maintaining community security. A dedicated process will be established to handle high-traffic periods, such as holidays or large-scale events, ensuring seamless entry without compromising access control.
- ▶ **Emergency Services:** The POA will comply fully with all fire and police access requirements, incorporating emergency override systems to allow first responders immediate access when needed. This includes equipping the gates with features like siren sensors, key boxes, or pre-approved access codes, ensuring no delays in critical situations. Regular coordination with local emergency services will help to maintain alignment with evolving safety protocols.
- ▶ **Public Services:** Adjustments will be made to accommodate essential public services, such as trash collection, recycling, and utility maintenance. Entry systems will be configured to grant scheduled or pre-approved access to service providers, minimizing disruptions to their operations. The POA will establish clear communication channels with these providers to ensure their needs are met while maintaining security for residents.

Conclusion

- **Request:** The Bay Vista Property Owners Association (POA) formally requests the abandonment of Bay Vista Drive as a public roadway, facilitating its conversion into a private, gated community. This transformation will address key concerns such as security, privacy, and traffic management while enhancing the overall quality of life for Bay Vista Property Owners.
- **Benefits and POA Commitment:** The POA is fully committed to assuming responsibility for the operations and maintenance of Bay Vista Drive. This includes overseeing the installation and continuous management of a state-of-the-art gate system, ensuring access for emergency services, and maintaining the roadway and associated infrastructure to high standards. The benefits of this initiative include enhanced security, improved privacy, reduced traffic congestion, and a stronger sense of community control and cohesion.
- **Questions and Feedback:** We value the insight and guidance of the City Council and welcome your questions, feedback, and suggestions regarding this proposal. Your input is essential as we work to address any concerns, comply with all city requirements, and ensure that this project aligns with the best interests of both the Bay Vista Property Owners and the City of Seabrook.

Thank you!

- ▶ The Bay Vista Property Owners Association sincerely thanks the City of Seabrook for taking the time to consider our proposal.
- ▶ We look forward to your feedback and guidance.
- ▶ **Contact Information:**
Steve Belmonte
President
Bay Vista Property Owners Association
belmontesteve805@gmail.com
805-440-8528

Thank you for your time and consideration

SEABROOK WATER SUPPLY FEASIBILITY REPORT

for
City of Seabrook



October 2024

CobbFendley Project No. 2412-012-01



*TBPE Firm Registration No. F-274
TBPLS Registration No. 100467*

1920 Country Place Parkway, Suite 400
Pearland, Texas 77584 | 281.993.4952
www.cobbfendley.com



Kerry Lackey

10/30/2024

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List of Exhibits

Exhibit 1.....Overall Transmission Main Alternatives

Exhibit 2.....City Boundaries & Roads (SEWPP Route)

Exhibit 3.....Pipelines and CWA Water Mains (SEWPP Route)

Exhibit 4.....Waterways (SEWPP Route)

List of Appendices

Appendix A.....Construction Cost Estimate by Route

Appendix B.....Construction Schedules by Route

Section 1.0

1.1 Synopsis

1.1.1 Introduction

Thank you for the opportunity for Cobb, Fendley & Associates, Inc. (CobbFendley) to prepare the **Seabrook Water Supply Feasibility Study**. CobbFendley was authorized to perform professional Engineering services by contract on February 7, 2024. This report investigates the feasibility of obtaining water rights and routing water from the Southeast Water Purification Plant (SEWPP) to provide water to the City of Seabrook. Alternatively, through discussions with Gulf Coast Water Authority (GCWA) there is a feasibility of water being provided from the Thomas Mackey Water Treatment Plant (TMWTP) in Texas City.

1.1.2 Feasibility Study Description

The City of Seabrook is in need of a projected 4.5 million gallons per day (MGD) of safe drinking water. The purpose of this study is to investigate the feasibility of this water being supplied by the SEWPP and provided to Seabrook through a transmission main. The SEWPP is operated and maintained by the City of Houston, ten (10) other member utilities, and four (4) sub-partners. This study includes researching existing utility, pipeline, local, county, state and private right-of-way (ROW) information to and determining an appropriate route and water main size to convey water from SEWPP to Seabrook. This study also provides a synopsis of discussions of water supply feasibility with four (4) participants, and one (1) nonparticipant in the SEWPP as potential water suppliers for Seabrook. A high-level pumping systems estimate is also provided to determine the cost to take water from the SEWPP to a Seabrook ground storage tank.

1.1.3 Project Location

The City of Seabrook is located on Galveston Bay, north of Clear Lake and south of the Port of Houston - Pasadena. The SEWPP project route is located entirely within Harris County primarily within county roadways and utility corridors, as shown on Exhibit 1. Alternatively, the TMWTP project route is located almost entirely within Galveston County primarily along TxDOT roadways and utility corridors, also shown on Exhibit 1.

1.1.4 Design Criteria

A detailed Engineering Design was not included as part of this study. Water line design will be in accordance with the City of Seabrook specifications and details, Harris or Galveston County requirements, and all TCEQ requirements. The water mains are anticipated to be constructed utilizing open cut and trenchless technologies to minimize disturbance of surface features. This study approximates that the proposed water main size to provide 4.5 MGD to be the same as the existing transmission main for the SEWPP route, however further engineering hydraulic modeling will determine the exact size during design. Similarly, the proposed water main size to TMWTP would vary due to multiple participants utilizing the same transmission main.

Section 2.0

2.1 Water Supply Feasibility

2.1.1 Seabrook Future Water Supply Capacity Needs

The City of Seabrook has determined that the recent water usage has averaged under 2 MGD and had peak demands from 2.5 MGD to 3 MGD during extreme events. Of the water supply the City of Seabrook provides El Lago an average 0.275 MGD and 0.5 MGD allotted capacity. Seabrook provides a metered pass through to Pasadena's El Jardin subdivision with peak demand of 0.275 MGD. Based on recent population projections and limited land remaining to develop it is estimated that the City's population will remain around 14,000. Based on this population forecast and that growth will be primarily residential or hotel/entertainment the City is in need of a projected **4.5 MGD** of safe drinking water.

2.1.2 Possible Water Suppliers

Based on meetings and conversations with adjacent cities most all municipalities are in need of additional water capacity to serve their long-term needs. The SEWPP which is maintained by the City of Houston produces 200 MGD of peak flow to date. The SEWPP is supplied raw water from a 96" water transmission main that is owned by Coastal Water Authority (CWA). In order for the SEWPP to increase its capacity more than an additional 40 MGD, CWA would have to increase its pipeline capacity. The current pipeline is circa 1987 and is entering the later part of its design life.

Participants in the SEWPP are; Houston, Baybrook MUD #1, Friendswood, Pasadena, South Houston, Webster, Clear Brook City MUD, Clear Lake City Water Authority, Gulf Coast Water Authority, Harris County MUD #55, La Porte Area Water Authority.

During this feasibility study the City of Seabrook has engaged in formal conversations with the following water suppliers to look at future water supply.

City of Pasadena*

The City of Pasadena have purchased more capacity than they need (40 MGD). This reserved capacity represents 20.00% of the SEWPP production. The City of Seabrook currently purchases 100% of its treated water from City of Pasadena. Pasadena has indicated that in the next 30 to 50 years the operating and maintenance of cost, some of which is pass-through from SEWPP which is now around of \$2.50 could grow to a range of \$7.50 to \$8.00 per 1,000 gallons. Increases in water cost from Pasadena in Seabrook's current water supply contract are based on increased O&M from City of Houston as a direct participant of the SEWPP.

Gulf Coast Water Authority*

Gulf Coast Water Authority (GCWA) purchases 31.5 MGD or 15.75% of the SEWPP capacity. 100% of its capacity is allocated to area municipalities. However, GCWA also has water rights to an unspecified amount of water from the Brazos River which is transferred by its canal system to the Thomas Mackey Water Treatment Plant (TMWTP) in Texas City. GCWA has indicated that even with expansion to the SEWPP they would still need another source to supplement 4.5 MGD of water capacity to provide to Seabrook.

It was discussed however that a water transmission main from the TMWTP to Seabrook is possible but is much longer route and would need to serve multiple sub-participants. GCWA currently has a water transmission main that services the cities of Kemah, Bayshore, Bacliff, San Leon, Dickinson and Texas City which terminates just south of Clear Creek in Kemah. This line could be upsized to meet the demands for Seabrook and other co-participants. Although this route is not studied in detail a high level exhibit (see Exhibit 1) of the route and cost estimate is included in this report.

It should be noted that although GCWA is able to provide water to Harris County customers there is no representation currently held on the GCWA board.

League City

The City of League City has recently completed water capacity upgrades to its system. League City anticipates that with mostly westward expansion they will grow by 20% to 40% of their current population growing from around 22.5 MGD currently water capacity to 40 MGD future need. The City of League City currently purchases 100% of its treated water from GCWA which is supplied from both the SEWPP and TMWTP. There are currently no plans to expand or upsize any water mains to the east along FM 2094 toward HWY 146.

It was discussed that a pass-through of water through League City would require a water contract with GCWA and working directly with GCWA would yield better result of obtaining water capacity. A water route from the SEWPP through League City would also be substantially longer than other direct routes.

La Porte Area Water Authority (LPAWA)*

The City of La Porte has a reserved capacity of 7.8 MGD which represents 3.90% of the SEWPP total production. The City of La Porte currently purchases 100% of its treated water from SEWPP and has two municipal customers, City of Morgan's Point and City of Shoreacres. La Porte has indicated that in the next 30 to 50 years that they will need to expand to 12 MGD. With this in mind, even if the SEWPP doubles its capacity the LPAWA would not be able to provide the needed 4.5 MGD needed, and Seabrook would need an additional water source. Additionally, either upgrades to the existing water transmission mains or a direct route would need to be constructed.

City of Houston (SEWPP)*

The City of Seabrook and CobbFendley were able to speak to Houston Water division managers regarding participating in future water capacity at the SEWPP. Houston Water is kicking off a study to determine the feasibility of doubling the size of the SEWPP to serve water needs for the next 50 years. Although Seabrook is not a current SEWPP participant, the Houston Water representatives indicated that they would include in their study how Seabrook could possibly fit into the expansion. Additional information on their study would be shared sometime in 2025.

**indicates participant in SEWPP. The participate contracts for the SEWPP provide that any officer by one of the participants to sell capacity triggers first right of refusal among the other existing partners.*

2.1.3 Pumping Systems Considerations

Additional pumping system will be needed to provide water through the water transmission mains. The locations of the pumping systems are assumed to be on existing water facility sites and integrated into their plant operations. For the purpose of this report CobbFendley has estimated the cost of the upgrades to those facilities that would be the responsibility of the City of Seabrook to deliver water from the SEWPP and TMWTP.

2.1.4 Operations, Maintenance and Water Costs

Due to the nature of this feasibility report, the costs associated with the purchase of water as well as operation and maintenance cost is not known at this time. Several accounting variables as well as contract negotiations will need to be determined as the City considers these options.

Section 3.0

3.1 Preliminary Mapping of Water Main Routes

Project research was conducted on the water main alignments to gather high level information about existing utilities, field conditions, and stakeholders to determine water main routes.

CobbFendley coordinated with the City of Seabrook, City of League City, City of La Porte, and GCWA to provide GIS information on existing water infrastructure and other data pertaining to the project. Location and ownership of major pipelines were identified from the Texas Railroad Commission's (TxRRC) Public GIS Viewer available online. Other information on location of apparent utilities, roadways, and waterways was provided by Harris County, the Coastal Water Authority, Galveston County from online GIS resources. CobbFendley also researched which roads were owned by the cities, counties, or TxDOT.

3.1.1 Coordination with Other Projects

Portions of these routes will be inside segments of roads or proposed roads that have been designated for improvement. For the SEWPP route the City of Houston 2023 Major Thoroughfare and Freeway Plan has designated that Genoa Red Bluff Road and El Dorado Boulevard may be widened or improved. Additional for the southern TMWTP route TxDOT may further widen SH 146 and several Galveston County roads may be widened or improved. Therefore, the Engineering Design shall take into account known plans that would require the relocation of the water main in the future.

3.1.2 Right-of-Way Uses

Special permitting authorities having jurisdiction over portions of these routes. Work done within Harris County and Harris County Flood Control District (HCFCD) ROW will require a submittal of utility improvement plans through the Harris County ePermits System for all utilities being placed within their ROW. Work done within the CWA utility corridor will require permission from CWA. Other jurisdictions that may require coordination during construction include the cities that the routes pass through.

As part of this work a detailed analysis of the City boundaries and roads that the SEWPP proposed alignment passes through is included as Exhibit 2.

3.1.3 Utility Conflicts

CobbFendley performed a utility conflict analysis based on available GIS data that was researched along the SEWPP project alignment. This analysis was used to determine design conflicts with existing utility and pipelines along the SEWPP water main alignment considered in this study – see Exhibit 3. Location and ownership of major pipelines were identified from the Texas Railroad Commission (TxRRC) Public GIS Viewer available online. These conflicts will need further evaluation and design during the Engineering Design phase. Alternatively, GCWA water main alignment utility conflicts have not been identified at this time.

3.1.4 Waterways

CobbFendley located major waterway crossings within Harris County along the SEWPP proposed water main alignment – see Exhibit 4. All these waterways are owned and maintained by HCFCD and the waterway crossings will need further evaluation and design during the Engineering Design phase. Alternatively, GCWA water main waterway crossings have not been identified at this time.

3.1.5 Real Estate Acquisition

The proposed water main alignments are anticipated to be installed primarily within the existing public ROW and easements. It is unlikely that any permanent ROW and/or real estate acquisitions will be necessary, however easements within the ROW owned by the Coastal Water Authority for the SEWPP route and Gulf Coast Water Authority for the TMWTP may be required. Permission to utilize existing public ROW should be confirmed prior to finalizing alignment during the Engineering Design phase.

3.1.6 Environmental Issues

An environmental assessment of the alignments considered for this project including water storage and pump station footprints was not performed as part of this project. Any environmental assessments or mitigation due to local or state requirements should be considered during the Engineering Design phase. Costs associated with assessments and permitting are not included in the construction costs provided in this report and will be considered in a final cost during the Engineering Design phase.

Section 4.0

4.1 Estimated Construction Cost

CobbFendley prepared estimated construction costs for design and construction of the proposed water main routes. A breakdown of the construction costs can be found in Appendix A and as follows:

<u>Route:</u>	<u>Estimated Construction Costs:</u>
Southeast Water Purification Plant to Seabrook	\$36,709,570.00
GCWA Thomas Mackey Treatment Plant to Seabrook	\$92,527,300.00

4.2 Schedule

Appendix B provides a summary of the estimated schedules for the water main routes.

4.3 Conclusion

Based on all the scenarios researched, the City of Pasadena or becoming a direct participant with SEWPP are the lower cost options for Seabrook. However, the above costs only reflect the infrastructure to get the water transmitted to the city. These costs do not reflect the additional “buy-in” cost to the plant.

In our research, all participant when they first became a contract participant with the City of Houston to obtain treated water out of the SEWPP, had an initial “buy-in” amount. The City of Houston or City of Pasadena have not formally been requested to produce such an amount for the purpose of this study.

Item No.	Item Description	Unit	Quantity	Unit Price	Extended Price
BASE ITEMS					
GENERAL ITEMS					
	Mobilization (No Greater Than 3% of Total)	LS	1	\$ 900,000.00	\$ 900,000.00
	Traffic Control and Regulation, per latest edition of TMUTCD, complete in place	LS	1	\$ 100,000.00	\$ 100,000.00
GENERAL ITEMS SUBTOTAL					\$ 1,000,000.00
WATER MAIN ITEMS					
	30-Inch HDPE (IPS), DR11 Water Transmission Main by Open-Cut or Trenchless Construction	LF	40,867	\$ 600.00	\$ 24,520,320.00
	42-Inch steel casing by bore and jack construction, including end seals and spacers	LF	965	\$ 1,250.00	\$ 1,206,250.00
	30-Inch Gate Valves	EA	20	\$ 65,000.00	\$ 1,300,000.00
	Air/Vacuum Release Valve W/ Manhole	EA	20	\$ 20,000.00	\$ 400,000.00
	30-Inch Wet Connections	EA	2	\$ 75,000.00	\$ 150,000.00
	Non-Destructive Testing/Potholing for Pipeline Crossings, complete in place	EA	65	\$ 1,000.00	\$ 65,000.00
WATER MAIN ITEMS SUBTOTAL					\$ 27,641,570.00
PUMPING STATION (WATER MAIN)					
	Pumps	EA	3	\$ 200,000.00	\$ 600,000.00
	Pump Building, CMU type	LS	1	\$ 300,000.00	\$ 300,000.00
	Yard Piping	LS	1	\$ 400,000.00	\$ 400,000.00
	Electrical Work	LS	1	\$ 200,000.00	\$ 200,000.00
	Back-Up Generator	EA	1	\$ 450,000.00	\$ 450,000.00
PUMPING STATION ITEMS SUBTOTAL					\$ 1,950,000.00
SUBTOTAL W/O WATER STORAGE				\$	30,591,570.00
20% CONTINGENCY				\$	6,118,000.00
TOTAL W/O WATER STORAGE				\$	36,709,570.00

Water Main from Seabrook to Thomas Mackey Water Treatment Plant

Item No.	Item Description	Unit	Quantity	Unit Price	Extended Price
BASE ITEMS					
GENERAL ITEMS					
	Mobilization (No Greater Than 3% of Total)	LS	1	\$ 2,300,000.00	\$ 2,300,000.00
	Traffic Control and Regulation, per latest edition of TMUTCD, complete in place	LS	1	\$ 200,000.00	\$ 200,000.00
GENERAL ITEMS SUBTOTAL					\$ 2,500,000.00
WATER MAIN ITEMS					
	36-Inch HDPE (IPS), DR11 Water Transmission Main by Open-Cut or Trenchless Construction	LF	76,478	\$ 850.00	\$ 65,006,300.00
	54-Inch steel casing by bore and jack construction, including end seals and spacers	LF	1,100	\$ 2,000.00	\$ 2,200,000.00
	36-Inch Butterfly Valves	EA	38	\$ 75,000.00	\$ 2,850,000.00
	Air/Vacuum Release Valve W/ Manhole	EA	38	\$ 30,000.00	\$ 1,140,000.00
	36-Inch Wet Connections	EA	2	\$ 80,000.00	\$ 160,000.00
	Non-Destructive Testing/Potholing for Pipeline Crossings, complete in place	EA	100	\$ 1,000.00	\$ 100,000.00
WATER MAIN ITEMS SUBTOTAL					\$ 71,456,300.00
PUMPING STATION (WATER MAIN)					
	Pumps	EA	3	\$ 400,000.00	\$ 1,200,000.00
	Pump Building, CMU type	LS	1	\$ 500,000.00	\$ 500,000.00
	Yard Piping	LS	1	\$ 600,000.00	\$ 600,000.00
	Electrical Work	LS	1	\$ 300,000.00	\$ 300,000.00
	Back-Up Generator	EA	1	\$ 550,000.00	\$ 550,000.00
PUMPING STATION ITEMS SUBTOTAL					\$ 3,150,000.00
SUBTOTAL W/O WATER STORAGE				\$	77,106,300.00
20% CONTINGENCY				\$	15,421,000.00
TOTAL W/O WATER STORAGE				\$	92,527,300.00

City of Seabrook
Water Feasibility Study
Potential Schedules

[illegible]

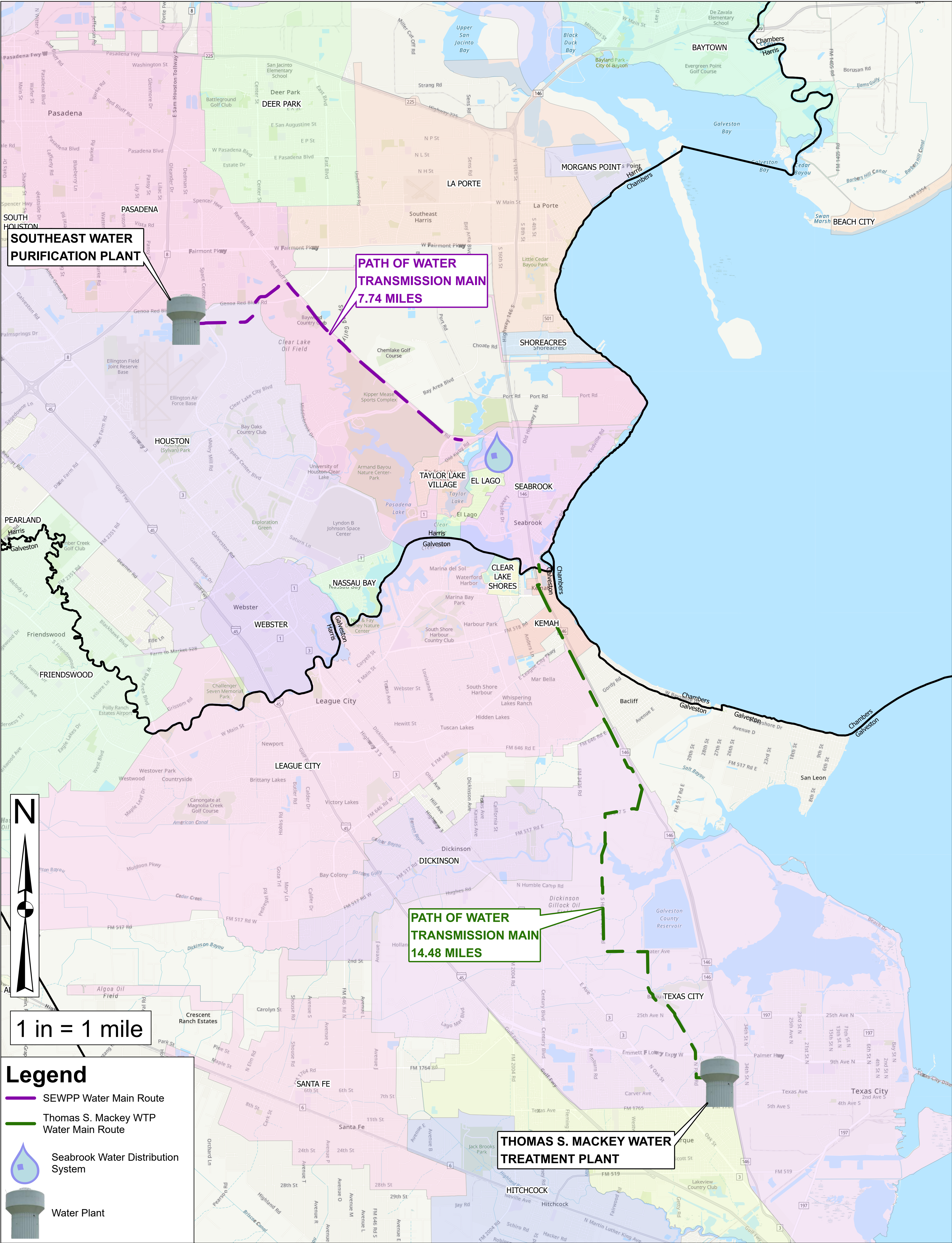
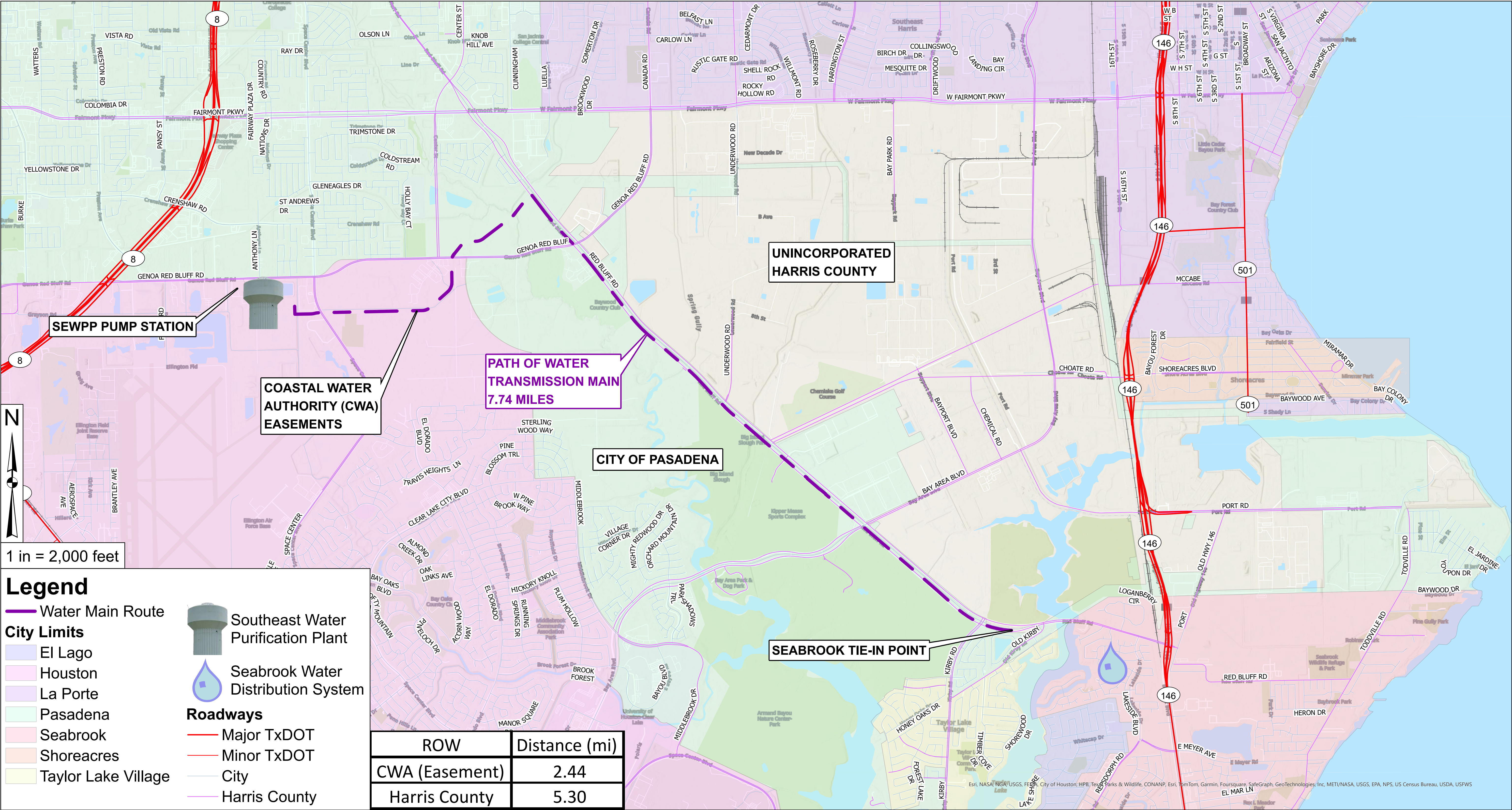


Exhibit 1: Overall Transmission Main Alternatives



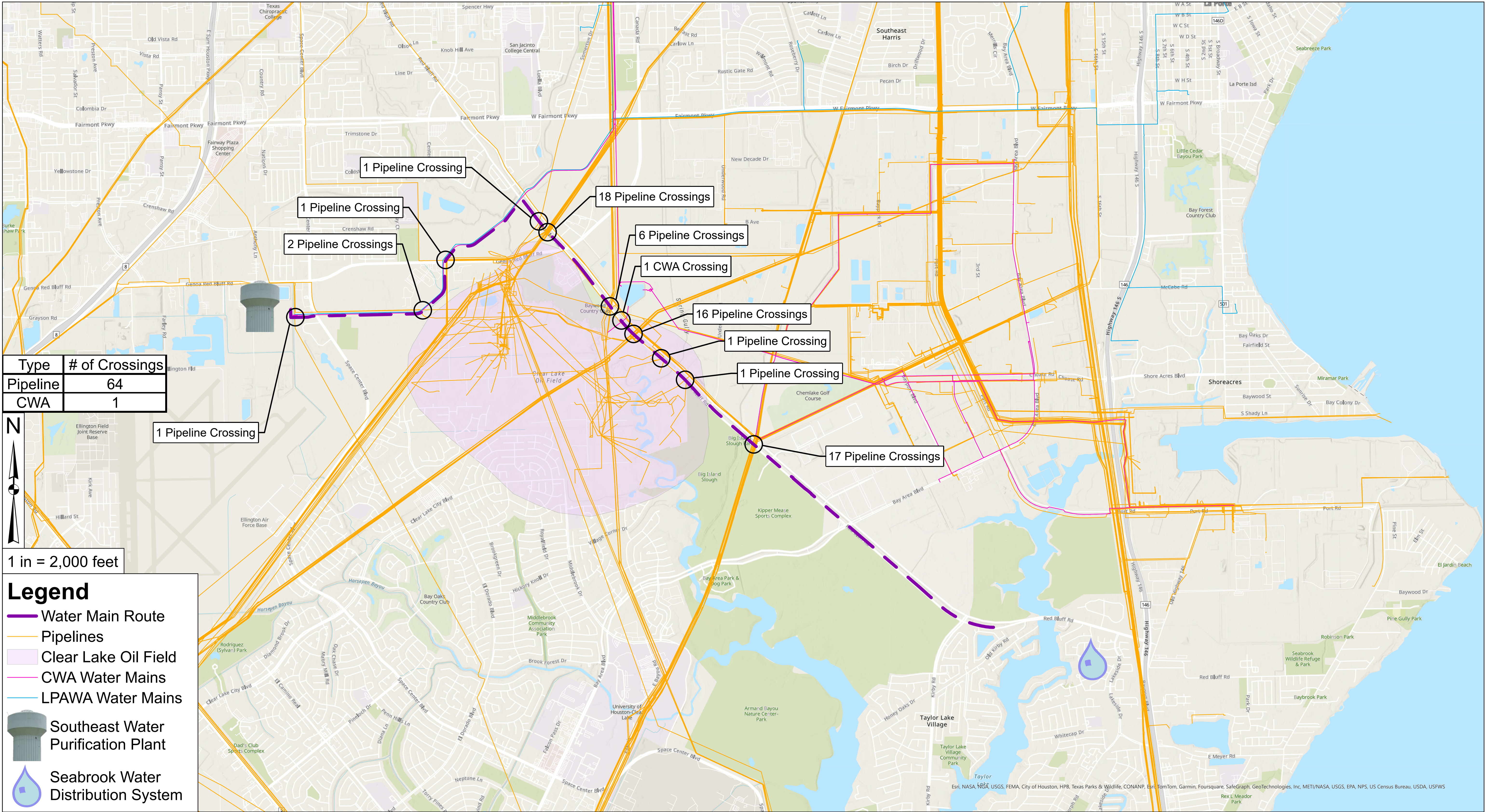


Exhibit 3: Pipelines and Other Water Transmission Mains



**RANDALL SCOTT
ARCHITECTS**

ARCHITECTURE | INTERIORS | PLANNING

Seabrook Police Site Report Seabrook, Texas

Date: November 25th, 2024
RSA Project #: 2218.00
Reported By: Jay Putnam
Randall Scott Architects, Inc.
4975 Preston Park Blvd, Suite 620
Plano, Texas 75093

Definitions:

-  FEMA Flood Zone AE is a high-risk flood zone with a 1% chance of flooding annually and a 26% chance over the course of a 30 year period.
-  FEMA Flood Zone X has a 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile zone X

Overall Conclusion:

After reviewing the five sites and assessing their flood plains with the FEMA Flood Service Map. I've determined that the existing site as well as the 5th site, are both located in FEMA Flood Zone X. In turn these locations have a less likely hood of flooding.

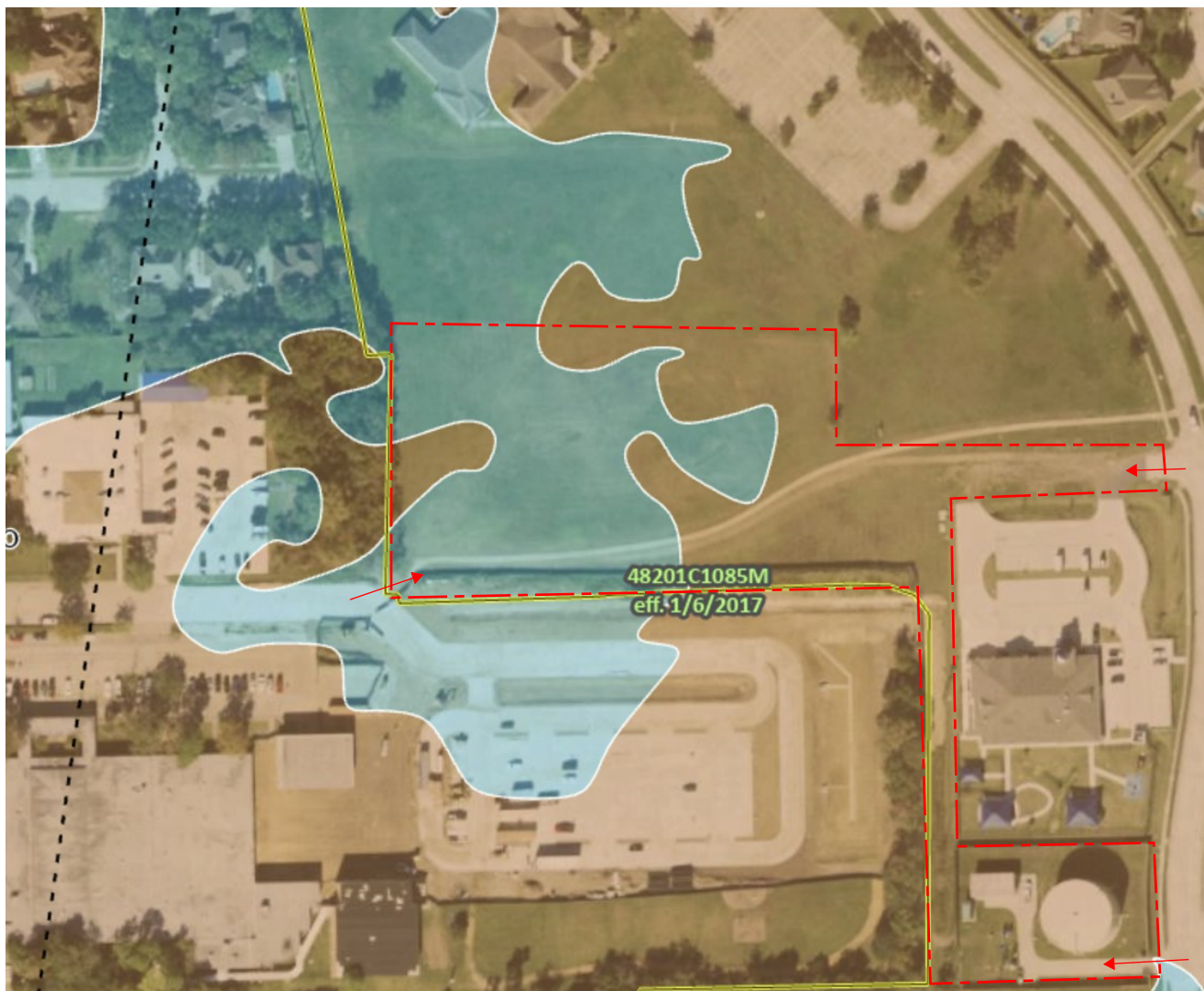
Site size and positioning on both allow for future growth as well as ample parking for patrol vehicles, staff and public parking. They both also have easy of access to major collectors in the area as well as multiple access points.

Site 1: Originally Proposed New Site

 FEMA Zone AE-EL13

 FEMA Zone X

The rear of the site is located in a FEMA Zone AE flood plain, while the front is located in a Zone X which could cause issues. The site has multiple access points and plenty of space for patrol parking and storage. The property is set back off the road providing privacy. There is a couple of schools, a daycare and a church near by which may be a cause of concern.



Site 2: 29°33'54"N 95°02'32"W

FEMA Zone AE-EL13

The site is located in a FEMA Zone AE meaning that flooding is likely to happen. Site seems possible however design would be fighting parking requirements and would need to get creative on parking, such as potentially splitting patrol parking into multiple areas, and maybe boat parking in different locations. The site would be able to have multiple drives into back of house and front of house. The surrounding area contains apartments, warehouses and a gas station.



Site 3: 29°34'01"N 95°02'20"W

FEMA Zone AE-EL12

The site being in a FEMA Zone AE also means a higher likelihood of flooding. Next to the site there is an open culvert/ditch. The site has the depth to fit existing building design with one side along the property line to provide space for a single drive to the rear of the building. The Outdoor Oasis of the current plan would need to be relocated. The only access would be from the main road at the front of the site. The surrounding area has apartments, single family homes as well as Brummerhop Park.



Site 4: 29°33'53"N 95°02'47"W

FEMA Zone AE-EL14

The site being in a FEMA Zone AE means a higher likelihood of flooding happening over the next 30 years. The site size is too limiting. Also along an open culvert/ditch near the water which may be a cause for concern for flooding.



Site 5: 29°34'30"N 95°01'35"W

FEMA Zone X

The site is located in FEMA zone X, meaning there is a lower probability in flooding. There is a fire station next to the site separated by open culvert/ditch. The site is a large corner lot along a freeway providing plenty of access along the freeway as well as Meyers Blvd. Depending on orientation the depth required for back of house is not enough, however there is ample space on either side to place patrol parking and storage. Also there would be lots of opportunity for future growth on site. Around the site there are warehouses, single family homes, a McDonald's and a storage facility.

