



**SEABROOK OPEN SPACE AND TRAILS COMMITTEE
NOTICE OF MEETING
THURSDAY, MARCH 6, 2025 - 5:00 PM**

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

NOTICE IS HEREBY GIVEN THAT THE SEABROOK OPEN SPACE AND TRAILS COMMITTEE WILL MEET ON **Thursday, March 6, 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 February 6, 2025 Open Space and Trails Committee meeting.

3. OLD BUSINESS

3.1 Consider and take all appropriate action regarding 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).

3.2 Consider and take all appropriate action regarding a recommendation to Council concerning the Carothers Grading and Drainage Project re-bid.

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

4.3 Consider and take all appropriate action regarding the selection of one member of the Open Space and Trails Committee to work alongside staff on the relocation of the Carothers fence.

5. DISCUSSION

5.1 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

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, March 3, 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
FEBRUARY 6, 2025**

**SEABROOK OPEN SPACE AND TRAILS
COMMITTEE
MEETING**

Chair Comeaux called the Seabrook Open Space and Trails Committee to order at 5:00 p.m. in the Public Works and Animal Control Complex Training Room. Present were Nehemiah Jackson, Sally Antrobus, John Coggeshall, David Popken, Monica Comeaux, Debra Harper, Jesse Jones, Assistant City Manager Sean Landis, Public Works Director Brian Craig, Assistant Public Works Director Jesus Olivo and Deputy City Secretary Amanda Morales.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no citizen comments

2. CONSENT AGENDA

2.1 Approve the minutes of the January 9, 2025 Open Space and Trails Committee meeting.

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

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).

Ethan Beason w/ TXDot met with OST members via Teams to discuss location options for the utilization of KTB grant funds. He also discussed project guidelines and parameters that include:

- The project must be on a state right of way
- It must be on state property
- No utilization of water due to EPA restrictions
- Funds may be used to enhance existing projects
- Funds may be used for decorative sidewalks, rock foundations, and artwork

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 Popken discussed a missing birding sign across from the pier
- Member Jackson discussed missing lights at the restrooms in Pine Gully
- The committee discussed the skate park being vandalized
- The committee discussed a missing cover at Meador
- Member Coggeshall discussed trees stolen from the Christmas Tree recycling drive that were to be used for mulch

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

Public Works Director Brian Craig discussed the following items:

- Shade structures to be installed at Baybrook and Pine Gully Park
- Preparations for Monkey Trails
- Brummerhauff restroom Installation in March or April
- Along with Assistant City Manager, Sean Landis, the status of a grant writer

4.3 Consider and take all appropriate action on a recommendation to Council regarding the misplaced fence at Carothers

Member Popken drafted a resolution regarding the relocation of a fence that was improperly erected outside if the property line of Carother's Coastal Gardens. The resolution from OST stated their desire to move the fence closer to the actual property line while taking care to preserve the existing trees. Member Antrobus requested that language be added to allow for staff members to be present during installation to help ensure that proper care is taken to preserve those trees.

Motion:	To Approve Amended Language
Made By:	OST Member Jones
Seconded By:	OST Member Jackson
Vote:	Passed with OST Member Coggeshall voting opposed.

4.4 Consider and take all appropriate action for writing the City's submission for the GCAA grant.

Member Jackson gave a brief update regarding the process for writing a grant.

5. DISCUSSION

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

Member Jones updated the committee on selections for the Bayside Park Stakeholders Committee. Member Jones was named the representative for the Open Space & Trails Committee. Ideas were presented by the rest of the committee for him to present during the meetings.

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

Public Works Director Brian Craig gave an update regarding the Carothers Grading and Drainage Project re-bid process.

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 explained that there was nothing to report regarding this item.

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

Chair Comeaux explained that there was nothing to report regarding this item.

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 regularly scheduled Open Space & Trails Committee meeting will be held on March 6, 2025.

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

Meeting was adjourned at 6:47 p.m.

APPROVED: _____
Chair

DATE: _____

ATTEST: _____
Amanda Morales
Deputy City Secretary



Agenda Briefing

Date of Meeting: March 6, 2025

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Consider and take all appropriate action regarding the selection of one member of the Open Space and Trails Committee to work alongside staff on the relocation of the Carothers fence.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: March 6, 2025

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: