



**MEETING MINUTES  
SEPTEMBER 16, 2025**

**SEABROOK CITY COUNCIL  
REGULAR CITY COUNCIL MEETING**

Mayor Jim Sweeney called the Seabrook Council Meeting to order at 6:00 p.m. in the Council Chambers in Seabrook City Hall. Present were City Councilmembers Jim Sweeney, Buddy Hammann, Tyler Kubena, Jared Sessum, Angela Cervantes, Summer Sanford. Also in attendance were: City Manager Gayle Cook and City Secretary Rachel Lewis. Pledges were conducted.

**1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

|               |                 |                                                              |
|---------------|-----------------|--------------------------------------------------------------|
| Kelly Stewart | 2510 Hollybrook | Carother's Official and Mayor                                |
| Mikayla Rios  | 1801 Aspen Lane | Seabrook Skate Park                                          |
| Ayden Rios    | 1801 Aspen Lane | Seabrook Skate Park                                          |
| Joe Machol    | Seabrook, Texas | Street lights & signs, Memorial, ditches, employee pay, pier |

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

Councilmember Kubena made the following event announcements:

Seabrook Saltwater Derby - September 7, 2025

National Coffee With a Cop - October 1, 2025

National Night Out - October 7, 2025

Councilmember Sessum announced a Fire Department Blood Drive - September 28, 2025

**1.2 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 provided the report. **See Attachment A.**

**2. PRESENTATIONS**

**2.1 Presentation of the Monthly Financial Report for August, 2025**

Finance Director Mike Gibbs provided the report. **See Attachment B.**

**3. CONSENT AGENDA**

**3.1 Approve the minutes of the September 2, 2025 City Council Meeting.**

|              |                                            |
|--------------|--------------------------------------------|
| Motion:      | To Approve the Consent Agenda              |
| Made By:     | Mayor Pro Tem, At-Large Position 5 Hammann |
| Seconded By: | At-Large Position 1 Kubena                 |
| Vote:        | <b>Passed</b> unanimously by all present   |

#### 4. NEW BUSINESS

- 4.1 Consider and take all appropriate action to acknowledge receipt of the Certified Appraisal Roll from the Harris County Appraisal District (HCAD).**

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|              |                                            |
|--------------|--------------------------------------------|
| Motion:      | To Approve                                 |
| Made By:     | Mayor Pro Tem, At-Large Position 5 Hammann |
| Seconded By: | At-Large Position 6 Sanford                |
| Vote:        | <b>Passed</b> unanimously by all present   |

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- 4.2 Consider and take all appropriate action on the approval to accept the 2025 No New Revenue (NNR) and Voter Approval Rates (VAR) into the official record, as calculated in accordance with Texas Tax Code.**

Finance Director Gibbs presented the rates and the Taxpayer Impact Statement. **See Attachment C.**

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|              |                                            |
|--------------|--------------------------------------------|
| Motion:      | To Accept the rates as presented           |
| Made By:     | Mayor Pro Tem, At-Large Position 5 Hammann |
| Seconded By: | At-Large Position 2 Sessum                 |
| Vote:        | <b>Passed</b> unanimously by all present   |

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- 4.3 Consider and take all appropriate action on approval of the Proposed 2025 Property Tax Rate, and call Public Hearing on September 25, 2025. A record vote is required.**

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|              |                                                                                                                                                                                                                                                      |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Motion:      | To Approve a proposed tax rate of .464152 and hold a Public Hearing on September 25, 2025                                                                                                                                                            |
| Made By:     | Mayor Pro Tem, At-Large Position 5 Hammann                                                                                                                                                                                                           |
| Seconded By: | At-Large Position 1 Kubena                                                                                                                                                                                                                           |
| Vote:        | <b>Passed by roll call vote:</b><br>Councilmember Kubena - Yes<br>Councilmember Sanford - Yes<br>Councilmember Hammann - Yes<br>Mayor Sweeney - Yes<br>Councilmember Cervantes - Yes<br>Councilmember Sessum - Yes<br>Councilmember Tollett - Absent |

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- 4.4 Consider and take all appropriate action on a 1-year contract extension agreement between the City of Seabrook and First Onsite Restoration for post-disaster restoration and recovery services, and authorize the City Manager to execute the contract.**

This item was not considered.

- 4.5 Consider and potentially approve all preliminary actions related to placing a ballot measure on the May 2, 2026 election for Seabrook voters to authorize a bond for the construction of Pine Gully Pier.**

Councilmember Hammann presented the item, noting that it would provide citizens with an opportunity to express their interest in funding the project. Councilmember Cervantes expressed her opposition to proposing a bond to the public, citing her belief that the citizens were unlikely to support such a measure. Councilmember Sessum concurred with the idea of seeking public input but expressed concern that voters might reject another bond proposal. Mayor Sweeney remarked that the proposed bond amount could result in higher interest rates and expressed hope that alternative funding options would become available. Councilmember Sanford agreed that alternative funding sources should be explored rather than pursuing a bond; however, she did not support allocating funds for additional design work.

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|              |                                            |
|--------------|--------------------------------------------|
| Motion:      | To Approve                                 |
| Made By:     | Mayor Pro Tem, At-Large Position 5 Hammann |
| Seconded By: | None                                       |
| Vote:        | Motion died due to lack of a second        |

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- 4.6 Consider and take all appropriate action on the approval of Resolution 2025-24, Authorizing the City of Seabrook to Participate in the Proposed Opioids Settlement Agreement regarding the State of Texas' and other Governmental Entities' Litigation against Purdue Pharma, L.P. and its Affiliated Debtors for their Role in the National Opioid Crisis and Authorizing the City Manager to execute related documents.**

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|              |                                          |
|--------------|------------------------------------------|
| Motion:      | To Approve                               |
| Made By:     | At-Large Position 2 Sessum               |
| Seconded By: | At-Large Position 6 Sanford              |
| Vote:        | <b>Passed</b> unanimously by all present |

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## **5. EXECUTIVE SESSION**

Mayor Sweeney stated no Executive Session was needed.

- 5.1 Conduct a Closed Session pursuant to Texas Government Code Sections: 551.071 Consultation with attorney on matters in which the City Attorney has a duty to advise City Council in closed executive session.**

## **6. OPEN SESSION**

No Executive Session was conducted.

## **7. ROUTINE BUSINESS**

- 7.1 Establish future meeting dates and agenda items.**

City Secretary Rachel Lewis announced a Special Council Meeting was set for Thursday, September 25, 2025 at 6:00 pm, and the next Regular Council Meeting was set for Tuesday, October 7, 2025 at 6:00 pm.

There being no further business, the Mayor adjourned at 7:03 pm.

APPROVED:

Jim Sweeney  
Mayor



DATE: October 7, 2025

ATTEST:

Rachel Lewis, TRMC  
City Secretary



# CITY MANAGER CITY COUNCIL REPORT

*Date: September 16, 2025*

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## **Boards and Commissions Updates**

### **Parks and Trails Committee – September 4, 2025**

- Discuss with TxDOT KTB Grant proceeds and process
- Discussed a new trail segment along Red Bluff in anticipation of Southern Access Road construction – Board did not make a recommendation

### **Economic Development Corporation (EDC) – September 11, 2025**

- No action on Pomodoro's application – October 9, 2025
- Annual Economic Alliance Report
- Approved the Administrative Services Agreement and will come to Council for approval

### **Building and Standards Commission – September 15, 2025**

- September 15, 2025 – Small Waterfront properties substantially compliant and the residential Baywood property
- October 28, 2025 – Large Waterfront Drive property due back before board

### **Planning and Zoning Commission – September 18, 2025**

- Conditional Use Permit to establish an “Open Air Market” at 1208 North Meyer Road (Seabrook Cheese Co) held a Public Hearing and approved the request
- Code involving “Hazardous Materials” as a construction method of a fence was discussed but not recommended for any changes

# Transportation Projects

## Port Houston – Southern Access Road

- Agency: Port Houston and Harris County
- Purpose: Second ingress and egress to Bayport complex
- Status: Port indicated that they are in design with engineering firm on the ‘Southern Access Road’ (extension of Red Bluff) into the complex. Due to size of new roadway, Port will include additional improvements to the intersection leading into the new road. No confirmed timeline, but targeting Q1 2026 for design to be complete and move to bidding phase
  - This project is being monitored by staff as the hiking trail in the area will be impacted and possibly closed during this construction.

## Port Houston – Rail Spur

- Agency: Port Houston and Federal Railroad Administration (FRA)
- Purpose: Port Project to new phases of complex and warehouses
- Status: City is the Quiet Zone applicant and the final approval by FRA is pending to begin rail car activity

# Capital Improvement Projects (CIP)

## Water Projects

- **W21 - Geon to Red Bluff Interconnect**
  - Purpose: Increase system redundancy in case of main line failure
- **W16 – Old SH 146 Waterline Interconnect**
  - **Purpose:** Increase system redundancy in case of main line failure
  - **Status:** Both W16 and W21 are on hold pending the City of Pasadena’s approval of connections
- **W31 – Seascape Waterlines**
  - **Purpose:** Replace aging lines.
  - **Estimated Completion:** October 2025\*
  - **Status:** Connections in progress on N. Heron

## Wastewater Projects

- **WW19 – Wastewater Treatment Plant (WWTP) Demolition**
    - **Purpose:** Demolish old WWTP site as part of relocation project.
    - **Status:** City staff received the demolition plans, and they are in review for comments
    - **Next Step:** RFP
  - **WW21 & WW22 – Pine Gully Force Main Bore & Force Main Bore near 10th**
    - **Purpose:** Replace exposed wastewater line on Todville Bridges with underground bores
    - **Status:** Both projects have some right of way and easement questions that are being investigated
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## Facilities Projects

- **P24 – Pelican Bay Municipal Pool Facility (Bond Project 2025)**
  - **Purpose:** Demolish and rebuild pool facility.
  - **Status:** The pool design is in progress and structural engineer has been scoped to begin renovation and improvement plans on buildings
- **FAC22 – City Hall Generator**
  - **Purpose:** Replace generator that services the City Hall and PD Complex
  - **Update :** Set to arrive late October
- **FAC33 – Fire Station Generator (HMGP)**
  - **Purpose:** Replace aging generator at Fire Station to improve resiliency. Interim solutions provided with mobile generator.
  - **Status:** New generator delivery and installation expected in early September 2025.
- **FAC25 – EMS Expansion (Bond Project 2023)**
  - **Purpose:** Expand Seabrook Fire Station to add EMS and Emergency Management capacity, including an Emergency Operations/Training Room, offices, secure supply space, report stations, and bunk rooms.
  - **Status:** Contractor is mobilizing equipment and installing construction fencing. City Council was sent a Groundbreaking invite for Friday, September 26, 2025 at 3pm at Fire Station
- **P20 – Carothers Garden East Tract Trail System**
  - **Council Approval:** July 15, 2025
  - **Status:** Contractor in progress with tennis court base removal and began the south swale cut for drainage along the south fence line
- **S26 – East Meyer Project**
  - **Purpose:** Reconstruct roadway (SH 146 to Todville) from asphalt to concrete and complete sidewalk connectivity.
  - **Status:** Design in Progress

- **S27 – North Meyer Road Reconstruction**
  - **Purpose:** Reconstruct roadway (E. Meyer to SH 146) with new and replacement sidewalks.
  - **Funding:** 50% design funding secured through 2024 Precinct 2 Partnership Grant.
  - **Construction:** City targeting 2026 grant cycle.
  - September 2025.
- **FAC35 – Fire Training Tower (Bond Project 2023)**
  - **Purpose:** Construct a Fire Training Tower on the Fire Training Grounds in front of City Hall to help improve the department's ISO Public Protection Classification score
  - **Status:** October 7, 2025 will be considering a proposal on the project. Once ordered, the project is expected to be around 8 months
  - September 2025.
- **FAC27 – Community House Remodel**
  - **Purpose:** Upgrade and renovate the Seabrook Community House
  - **Status:** This project has started and will be run in-house with the assistance of the Asst City Manager. The first improvements will begin outside. This week old landscaping was cleared in preparation for the external painting.



The background of the slide is a faded, high-angle photograph of a city skyline, featuring numerous skyscrapers and dense urban development. Overlaid on this background are several large, stylized geometric shapes in shades of blue and grey, including triangles and polygons, some with thin blue outlines. The text is centered in the upper half of the image.

# **CITY OF SEABROOK**

## **AUGUST 2025 MONTHLY FINANCIAL REPORT**



# General Fund Overview

- **Revenues: \$15.3M (below budget by \$840K)**
- **Expenditures: \$13.3M (under budget by \$1.7M)**
- **Projected Ending Fund Balance: \$10.2M (above budget by \$673K)**
- **Key shortfalls: License & Permits, Property & Sales Tax**
- **Strengths: Charges for Services & Fines**

CONTINUE

# Enterprise Fund Overview

- **Revenues: \$11.6M (below budget by \$1M)**
- **Expenditures: \$11.4M (under budget by \$788K)**
- **Projected Ending Fund Balance: \$2.26 M**
- **Weakness: Lower Water & Sewer revenues**
- **Strengths: Controlled expenditures and services**

CONTINUE

# Hotel/Motel Fund Overview

- **Revenues: \$684K (above budget by \$80K)**
- **Expenditures: \$363K (under budget by \$81K)**
- **Projected Ending Fund Balance: \$685K (above budget by \$165K)**
- **Stronger hotel occupancy tax collections than expected**

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# SEDC Overview

- **Revenues: \$1.2M (above budget by \$36K)**
- **Expenditures: \$533K (under budget by \$1.2M)**
- **Projected Ending Fund Balance: \$4.8M (above budget by \$1.6M)**
- **Positive variance due to lower service/project spending**

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# Crime District Overview

- **Revenues: \$1.05M (slightly under budget)**
- **Expenditures: \$953K (under budget by \$107K)**
- **Projected Ending Fund Balance: \$1.7M (above budget by \$99K)**
- **Maintained healthy fund balance position**

CONTINUE



City of Seabrook  
Taxpayer Impact Statement  
For Fiscal Year Ending, September 30, 2026

(Required under Texas Government Code Sec. 551.043 as amended by House Bill 1522, effective September 1, 2025.)

This notice informs taxpayers of the potential impact of the proposed budget and tax rate for Fiscal Year 2025-2026, comparing what would be paid under the no-new-revenue tax rate versus the proposed tax rate.

1. Average Taxable Homestead Value:

|                            |           |
|----------------------------|-----------|
| Prior Year (FY 2024-2025)  | \$303,322 |
| Current Year (FY2025-2026) | \$317,817 |

2. Tax Rates:

|                               |                              |
|-------------------------------|------------------------------|
| Prior Year Tax Rate (FY24-25) | 0.455156 per \$100 valuation |
| No-New-Revenue (FY25-26)      | 0.426616 per \$100 valuation |
| Proposed Tax Rate (FY25-26)   | 0.461772 per \$100 valuation |

3. Estimated Annual Tax Bill Calculation:

| Scenario                  | Tax Rate | Estimated Tax Bill | Difference from<br>No-New-Revenue |
|---------------------------|----------|--------------------|-----------------------------------|
| Prior Year (FY24-25)      | 0.455156 | \$1,446.56         | \$85.57                           |
| No-New-Revenue (FY25-26)  | 0.428233 | \$1,360.99         | -----                             |
| Proposed Budget (FY25-26) | 0.464152 | \$1,475.15         | \$114.16                          |

Calculations:

- Prior Year Tax Bill =  $(317,817 \div 100) \times .455156 = \$1,446.56$
- No-New-Revenue =  $(317,817 \div 100) \times .4228233 = \$1,360.99$
- Proposed Tax Bill =  $(317,817 \div 100) \times .464152 = \$1,475.16$

Summary:

If the City of Seabrook adopts the proposed tax rate of 0.464152 per \$100 valuation, the average homestead owner would pay approximately \$114.16 more annually compared to the no-new-revenue tax rate.