



**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, NOVEMBER 18, 2025 - 6:00 PM**

For city information visit www.seabrooktx.gov
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NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY, NOVEMBER 18, 2025 AT 6:00 PM** IN THE CITY HALL CITY COUNCIL CHAMBERS, 1700 1ST STREET, SEABROOK, TEXAS, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

PLEDGE OF ALLEGIANCE

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time we would like to 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, shall be limited to City business or City-related business or matters of general public interest, and shall not include any personal attacks or abusive language.

All public remarks shall be addressed to the Chair. Comments shall not be directed toward individual Councilmembers, City staff, or other members of the public.

In accordance with the Texas Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please come to the podium and state your name and address clearly into the microphone before making your comments. Thank you.

REGISTER ONLINE TO SPEAK IN PERSON DURING PUBLIC COMMENTS:
www.seabrooktx.gov/publiccomment

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

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.

2. PRESENTATIONS

2.1 Presentation of the monthly financial report for October 2025. *Michael Gibbs, Director of Finance*

2.2 Presentation from the Parks & Trails Committee regarding construction progress

at Carothers Coastal Gardens.

3. CONSENT AGENDA

3.1 Approve the minutes of the November 4, 2025 City Council Meeting.

3.2 Consider and take all appropriate action on the second reading of Ordinance 2025-22 a request for a Conditional Use Permit to establish an “Open Air Market” at 1208 North Meyer Road as per the Seabrook City Code, Appendix A, Comprehensive Zoning, Article 4, “Special Use Regulations,” Section 4.11, “Conditional use permit criteria and procedures”. *Sean Landis, Deputy City Manager | Planning and Zoning Director*

AN ORDINANCE AMENDING THE SEABROOK CITY CODE, APPENDIX A, COMPREHENSIVE ZONING, ARTICLE 13, “TEMPORARY AND NONTEXT CHANGES,” SECTION 13.03, BY ADDING A NEW PARAGRAPH (30) GRANTING A CONDITIONAL USE PERMIT FOR AN “OPEN AIR MARKET” TO BE LOCATED AT 1208 NORTH MEYER ROAD, WITHIN THE OS (OLD SEABROOK) ZONING DISTRICT AND ESTABLISHING ANY APPLICABLE CONDITIONS FOR THE OPERATION OF THE BUSINESS IN ACCORDANCE WITH LAW; PROVIDING A PENALTY IN AN AMOUNT OF NOT TO EXCEED \$2,000.00 FOR VIOLATION OF ANY PROVISIONS HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

3.3 Consider and take all appropriate action on the second reading of Ordinance 2025-24 updating the City of Seabrook Master Fee Schedule.

AN ORDINANCE AMENDING THE CODE OF THE CITY OF SEABROOK, TO UPDATE “APPENDIX B”, ENTITLED “MASTER FEE SCHEDULE” BY UPDATING AND AMENDING “CITY SECRETARY’S OFFICE FEES”; AND “EMERGENCY MEDICAL SERVICES FEES”; AND “MUNICIPAL COURT FEES”; AND “PARKS AND RECREATION FEES”; AND “SANITATION FEES” AND “POLICE FEES” MAKING FINDINGS OF FACT; REPEALING AND REPLACING ALL REFERENCES TO SUCH FEES AND CHARGES IN ALL ORDINANCES OR RESOLUTIONS IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR NOTICE AND EFFECTIVE DATE.

3.4 Approval of the Quarterly Investment Report for the forth quarter of FY2025 July 2025 through September 2025.

4. BOARDS AND COMMISSIONS

4.1 Consider and take all appropriate action on the reappointment of Paul Dunphey and Michelle Brown to the Seabrook Economic Development Corporation for a term to expire on January 1, 2028.

4.2 Consider and take all appropriate action on the appointment of Jeffrey Larson and Terri Sones to the Board of Adjustment/ Building Standards Commission, and the appointment of Adam Holland as an alternate member with terms to expire on

December 31, 2027.

5. BID AWARDS

5.1 Consider and take all appropriate action to award the Main Street Wastewater Treatment Plant demolition project to JTR Constructors, Inc for a bid price of \$1,166,300.00 and authorize the City Manager to execute a contract. *Brian Craig, Director of Public Works | City Engineer*

6. NEW BUSINESS

6.1 Consider and take all appropriate action on approval of a proposal with Kimley-Horn and Associates, Inc. for Bayside Park Expansion final design and construction drawings to proceed to the Seabrook Economic Development Corporation (SEDC) for funding consideration. *Gayle Cook, City Manager*

6.2 Consider and take all appropriate action on the annual groundwater well inspection services agreement with Alsay Incorporated and authorize the City Manager to execute the agreement. *Brian Craig, Director of Public Works | City Engineer*

6.3 Consider and take all appropriate action on an Interlocal Agreement between Harris County, by and through its Housing and Community Development Department (HCHCD), and the City of Seabrook for Community Development Block Grant Mitigation (CDBG-MIT) Planning Studies, in the amount of \$250,000.00, for the purpose of conducting the City of Seabrook Zoning Ordinance Re-Write Update Project to address flood risk, enhance infrastructure resilience, and support long-term disaster mitigation efforts, and authorize the Mayor to execute the Agreement. *Sean Landis, Deputy City Manager | Planning and Zoning Director*

6.4 Consider and take all appropriate action on ratification of a business development incentive agreement by Crown Trophy #109, as approved by the Seabrook Economic Development Corporation (SEDC) on October 22, 2025, in accordance with the previously posted Business Incentive Program Project resolution for Commercial Facade Improvement Incentive at 2168 Bayport Blvd in an amount not to exceed \$7,799.42. *Rick Guerrero, Director of Economic Development*

6.5 Consider and take all appropriate action on the approval of Resolution 2025-27, Correction of the Authorizing Official for the Houston UASI Grant Application *Gayle Cook, City Manager*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, SUPERSEDING RESOLUTION 2023-20, AND AUTHORIZING THE CITY MANAGER TO APPLY FOR, ACCEPT, AND APPROPRIATE UPON AWARD UP TO \$43,725.00 FROM THE HOUSTON URBAN AREA SECURITY INITIATIVE (UASI) UNDER THE FISCAL YEAR 2024-2025 UASI GRANT PROGRAM AND TO EXECUTE ALL GRANT DOCUMENTS RELATING THERETO.

6.6 Consider and take all appropriate action on the first and final reading of Ordinance 2025-25, Authorizing and Ordering the Issuance of General Obligation Bonds Series 2025. *Marcus Deitz, Bond Attorney*

AN ORDINANCE AUTHORIZING AND ORDERING THE ISSUANCE OF CITY OF SEABROOK, TEXAS GENERAL OBLIGATION BONDS, SERIES 2025; PRESCRIBING THE TERMS AND FORM THEREOF; MAKING OTHER PROVISIONS REGARDING SUCH BONDS, INCLUDING USE OF THE PROCEEDS THEREOF, AND MATTERS INCIDENT THERETO.

7. OLD BUSINESS

7.1 Consider and take all appropriate action on the second reading of Ordinance 2025-23 adopting the optional Texas Public Information Act rules enshrined in Section 552.275 of the Texas Local Government Code. *Rachel Lewis, City Secretary*

AN ORDINANCE OF THE CITY OF SEABROOK, TEXAS ESTABLISHING A PUBLIC INFORMATION POLICY TO MANAGE EXCESSIVE, REPETITIVE, OR BURDENSOME REQUESTS FOR PUBLIC INFORMATION AND DESIGNATING A PUBLIC INFORMATION COORDINATOR PURSUANT TO THE TEXAS PUBLIC INFORMATION ACT; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR SEVERABILITY.

8. DISCUSSION

8.1 Review and discuss the City's current retention schedule that identifies and describes City records and the length of time that each type of record must be retained.

9. ROUTINE BUSINESS

9.1 Establish future meeting dates and agenda items.

THE CITY COUNCIL 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) 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 Wednesday, November 12, 2025 no later than 6:00 p.m. and that this notice will remain posted until the meeting has ended.

Rachel Lewis, TRMC

