

**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 17, 2013 - 7:00 PM**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY SEPTEMBER 17, 2013 AT 7:00 PM** IN THE SEABROOK CITY HALL COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TX 77586, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

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) 291-5600 OR FAX (281) 291-5710 FOR FURTHER INFORMATION.

PLEDGE OF ALLEGIANCE

1.0 PRESENTATIONS

- 1.1 Presentation to Administrative Assistant, Faith Shallis upon her retirement. (Council/Staff)
- 1.2 Quarterly Report of Activities of the Open Space and Trails Committee. (OSC)

2.0 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. In accordance with the 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.

- 2.1 Mayor, City Council and/or members of the city staff may make announcements about city/community events. (Council)

3.0 SPECIFIC PUBLIC HEARING(S)

 ATTACHMENT 1

- 3.1 Present the FY 2013/14 Crime Control & Prevention District Budget. (Holomon)

 ATTACHMENT 2

- 3.2 Present the FY 2013/14 EDC Budget. (EDC)

ATTACHMENT 3

- 3.3 Present the proposed General, Enterprise and Special Funds Budget for FY 2013/14. (Templin)

4.0 CONSENT AGENDA - Council will discuss, consider and if appropriate, take action on the items listed below.

All consent agenda items are considered by the City Council to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a council member, city manager, city attorney or city secretary so requests, in which event the item will be removed from the Consent Agenda and considered immediately following the Consent Agenda.

ATTACHMENT 4

- 4.1 Approve a parade/special events permit, including waiver of permit fees and permission for signs, for Galveston Bay Foundation's annual "Bike Around the Bay" on Sunday, October 13, 2013 from 10 a.m. until 1 p.m. (Applicant)

ATTACHMENT 5

- 4.2 Approve a request from Crown Castle, U.S.A, Inc. to modify T-Mobile's equipment at the wireless communication facility. (Applicant)

ATTACHMENT 6

- 4.3 Approve the August 2013 Report of Building Activities. (Landis)

ATTACHMENT 7

- 4.4 Approve the August 2013 Public Safety Report. (Holomon)

ATTACHMENT 8

- 4.5 Approve the minutes of the August 27, 2013 special City Council meeting. (Glaser)

ATTACHMENT 9

- 4.6 Approve the minutes of the September 3, 2013 regular City Council meeting. (Glaser)

ATTACHMENT 10

- 4.7 Approve second and final reading of Ordinance No. 2013-16, TMRS Annual Repeating Annuity Change from 70% to 30% effective January 1, 2014. (Cook)

AN ORDINANCE PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY OF SEABROOK , AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.

ATTACHMENT 11

- 4.8 Approve proposed Resolution No. 2013-17, "Adoption of the City's Investment Policy." (Lab)

A RESOLUTION ADOPTING THE INVESTMENT POLICY FOR THE CITY OF SEABROOK IN ACCORDANCE WITH STATE LAW AND THE PUBLIC FUNDS INVESTMENT ACT (PFIA).

ATTACHMENT 12

- 4.9 Approve proposed Resolution No. 2013-18, "Designation of Representative and Alternate for the Houston-Galveston Area Council (H-GAC) 2014 General Assembly. (Council)

A RESOLUTION FORMALLY APPOINTING AND DESIGNATING MAYOR GLENN R. ROYAL AS REPRESENTATIVE AND COUNCILOR ROBERT LLORENTE AS ALTERNATE TO THE H-GAC 2013 GENERAL ASSEMBLY AS APPROVED BY CITY COUNCIL ON JUNE 4, 2013

ATTACHMENT 13

- 4.10 Authorize the write-off of \$9,038.98 in bad debt and also authorize the transfer of funds from 912-5465 in the amount of \$20,000 to replenish Allowance for Doubtful Accounts - line item number 020-0112. (Lab)

END OF CONSENT AGENDA

- 5.0 NEW BUSINESS - Council will discuss, consider and if appropriate, take action on the items listed below.**

ATTACHMENT 14

- 5.1 Consider first and final reading of proposed Ordinance No. 2013-17, "Crime Control and Prevention District Budget for FY 2013/14." (Holomon)

AN ORDINANCE APPROVING AND ADOPTING THE SEABROOK CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 30, 2014 FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD BY THE SEABROOK CITY COUNCIL ON SEPTEMBER 17, 2013.

ATTACHMENT 15

- 5.2 Consider first and final reading of proposed Ordinance No. 2013-18, "EDC Budget for FY 2013/14." (EDC)

AN ORDINANCE APPROVING AND ADOPTING THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2013 AND ENDING ON SEPTEMBER

30, 2014 FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD BY THE SEABROOK CITY COUNCIL ON SEPTEMBER 17, 2013.

ATTACHMENT 16

- 5.3 Consider approval of first and final reading of proposed Ordinance No. 2013-19, "General Fund, Enterprise Fund and Special Funds Budget Ordinance for FY 2013/14." **Two votes are required for this agenda item.**

1. Approve Ord. No. 2013-19, adopting the FY 2013/14 budget on first and final reading. **A record vote is required.**

2. Ratify the property tax increase reflected in the FY 2013/14 budget for a 2013 tax rate of \$ 0.651229 per \$100.00 taxable value.

AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, **2013** AND ENDING ON SEPTEMBER 30, **2014** FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD ON **SEPTEMBER 17, 2013** IN ACCORDANCE WITH THE CITY'S CHARTER AND WITH STATE LAW.

ATTACHMENT 17

- 5.4 Consider first reading of proposed Ordinance No. 2013-21, "Amending the City of Seabrook's Civil Service Classification System, Pay Grades and Compensation Levels." (Cook)

- 5.5 Consider potential termination/lack of funding of contract by the City of El Lago with the Seabrook Volunteer Fire Department (SVFD) and take all appropriate action related to the City of Seabrook's funding, services and contract with the SVFD. (Royal)

- 6.0 ROUTINE BUSINESS - Council will discuss, consider and if appropriate, take action on the items listed below.**

ATTACHMENT 18

- 6.1 Consider approval of the Action Items Checklist which is attached and made a part of this agenda. (Council)

ATTACHMENT 19

- 6.2 Establish future meeting dates and agenda items. (Council)

7.0 EXECUTIVE SESSION

The City Council will now hold a closed executive meeting pursuant to the provisions of the open meetings Act, Charter 551, 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.

Section 551.074

- 7.1 Conduct an executive session to deliberate the employment, evaluation and duties of the City Manager, pursuant to Section 551.074 Texas Government Code. (Royal)

8.0 OPEN MEETING

Council will reconvene in open session to allow for possible action on any of the agenda items listed above under "Executive Session".

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.

CERTIFICATE

I certify that this notice was posted on the bulletin board on or before Friday, September 13, 2013 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Meredith Brant, TRMC
Assistant City Secretary

**CITY OF SEABROOK
ORDINANCE NO. 2013-17
CRIME CONTROL AND PREVENTION DISTRICT BUDGET ORDINANCE
FY 2013/14**

AN ORDINANCE APPROVING AND ADOPTING THE SEABROOK CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 30, 2014 FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD BY THE SEABROOK CITY COUNCIL ON SEPTEMBER 17, 2013.

WHEREAS, the Board of Directors for the Crime Control and Prevention District established procedures for approving its budget and held its required public hearing on **September 17, 2013**; and

WHEREAS, the Board approved a proposed budget for the fiscal year commencing October 1, **2013** on **September 17, 2013**; and

WHEREAS, the budget must now be approved by the Seabrook City Council; and

WHEREAS, the City Council held a public hearing on the budget on **September 17, 2013** prior to approving the District's budget; now, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK,
STATE OF TEXAS:

THAT, a budget in the amount of **\$674,270** for the Crime Control and Prevention District Budget, prepared and submitted by the Board of Directors of the District is, in all things, approved, appropriated and amended. A copy of the **2013/14** Budget Revenue and Expense Summary, identified as Exhibit A, is hereby attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS
THE 17TH DAY OF SEPTEMBER 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

Ord. No. 2013-17
Exhibit A

CRIME CONTROL & PREVENTION DISTRICT BUDGET SUMMARY
FY 2013/14

EST BEG BAL	328,101
REVENUES	
TAXES	678,300
INTEREST	100
TOTAL REVENUES	678,400
TOTAL FUNDS	1,006,501
EXPENDITURES	
PERSONNEL	601,184
SUPPLIES	14,000
SERVICES	59,086
TOTAL EXPENDITURES	674,270
NET REVENUE	4,130
END BALANCE	332,231

**CITY OF SEABROOK
ORDINANCE NO. 2013-18
EDC BUDGET ORDINANCE
FY 2013/14**

AN ORDINANCE APPROVING AND ADOPTING THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 30, 2014 FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD BY THE SEABROOK CITY COUNCIL ON SEPTEMBER 17, 2013.

WHEREAS, On **August 12, 2013**, the Board of Directors for the Seabrook Economic Development Corporation approved a proposed budget for the Seabrook Economic Development Corporation for the fiscal year commencing October 1, **2013**, and

WHEREAS, the budget must now be approved by the Seabrook City Council; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

THAT, the figures in the amount of **\$1,920,295** for the Seabrook Economic Development Corporation Budget, prepared and submitted by the Seabrook Economic Development Corporation be the same and are hereby, in all things, approved, appropriated and amended. Copies of the **2013/14** Economic Development Corporation Budget Revenue and Expense Summaries, identified as Exhibit A, are hereby attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS THE 17TH DAY OF SEPTEMBER, 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

Ord. No. 2013-18
Exhibit A

ECONOMIC DEVELOPMENT CORPORATION BUDGET SUMMARY
FY 2013/14

EST BEG BAL UNRES	2,464,223
REVENUES	
TAXES	724,488
OTHER REVENUE	1,895
INTEREST	3,966
TOTAL REVENUES	730,349
TOTAL FUNDS	3,194,572
EXPENDITURES	
PERSONNEL	0
SUPPLIES	100
SERVICES	895,195
CONSTRUCTION	900,000
PAYMENTS FOR DEBT SERVICE	0
OPERATING TRANSF OUT	125,000
TOTAL EXPENDITURES	1,920,295
NET REVENUE	(1,189,946)
EST END BALANCE UNRES	1,274,277
PLUS: RES FUND BALANCES	180,000
TOTAL FUND BALANCES	1,454,277

**CITY OF SEABROOK
ORDINANCE NO. 2013-19
BUDGET ORDINANCE FY 2013/14**

AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, **2013** AND ENDING ON SEPTEMBER 30, **2014** FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD ON **SEPTEMBER 17, 2013** IN ACCORDANCE WITH THE CITY'S CHARTER AND WITH STATE LAW.

WHEREAS, the City Manager on **July 2, 2013**, filed a proposed budget with the Council for the fiscal year commencing October 1, **2013**, as required by the Charter of Seabrook; and,

WHEREAS, said proposed budget, as revised by the City Council, was duly set for a public hearing ordered to be called by the City Council and held on **September 17, 2013** after due notice as required by the Charter of the City of Seabrook and laws of the State of Texas; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

THAT, the figures in the amount of **\$17,259,608** for the General Fund, Enterprise Fund, and Debt Service Fund, and **\$5,709,500** for the Special Budgets (does not include the EDC or Crime Control District Budgets), prepared and submitted by the City Manager and revised by the City Council of the **2013/14** Budget, be and the same are hereby, in all things, approved, appropriated and amended. Copies of the **2013/14** Budget Revenue and Expense Summaries, identified as Exhibit A, are hereby attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS THE 17TH DAY OF SEPTEMBER 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

**CITY OF SEABROOK
2013-14 BUDGET
COMBINED FUND SUMMARY**

	OPERATING & DEBT			SPECIAL REVENUE FUNDS													
	01 GENERAL	20 ENTER- PRISE	08 DEBT SERVICE	05 STATE SEIZURE	07 CHILD SAFETY	09 FEDERAL SEIZURE	12 STEP	14 PUBLIC SAFETY	15 HOTEL MOTEL	41 CAROTH	42 PARK IMPROVE	43 NATURAL PLYGRND	77 COURT SECURITY	78 TIME PAYMENT	79 TECH- NOLOGY	83 PEG	85 BUDGET STABIL
EST BEG BAL-UNRESERVED	3,360,891	3,742,471	1,861,840	26,484	34,437	208,605	53,884	181,887	564,687	31,477	39,904	4,363	23,856	20,995	18,764	33,105	801,332
REVENUES																	
TAXES	6,541,707	0	1,559,816	0	0	0	0	0	360,000	0	0	0	0	0	0	31,000	0
INTERGOVERNMENTAL	523,428	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SERVICES	602,000	6,237,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER	44,100	140,500	0	50,000	15,000	50,000	25,000	94,000	0	63,000	5,500	0	6,000	725	8,800	0	0
INTEREST	5,065	3,426	2,500	0	17	120	31	45	800	0	15	0	25	10	7	0	900
LOAN/BOND/GRANT PROCEEDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TRANSF FRM OTHER FUND	1,696,744	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUES	9,413,044	6,381,426	1,562,316	50,000	15,017	50,120	25,031	94,045	360,800	63,000	5,515	0	6,025	735	8,807	31,000	900
TOTAL RESOURCES FOR OPERATIONS	12,773,935	10,123,897	3,424,156	76,484	49,454	258,725	78,915	275,932	925,487	94,477	45,419	4,363	29,881	21,730	27,571	64,105	802,232
EXPENDITURES																	
PERSONNEL	6,413,716	1,129,513	0	0	0	15,000	20,003	0	71,251	0	0	0	0	0	0	0	0
SUPPLIES	302,702	65,100	0	0	0	7,500	0	0	1,500	4,500	0	0	0	0	0	6,200	0
SERVICES	2,449,808	2,819,930	1,550	5,000	30,000	10,000	0	0	286,465	45,100	0	0	0	20,000	0	5,000	0
CAPITAL OUTLAY	220,500	72,000	0	70,000	0	75,000	0	84,874	150,000	0	45,000	4,000	22,000	0	15,000	10,000	0
CONSTRUCTION	0	287,500	0	0	0	0	0	70,000	0	0	0	0	0	0	0	0	0
PAYMENTS FOR DEBT SERVICE	0	421,361	1,504,184	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OPERATING TRANSF OUT	0	1,571,744	0	0	0	0	0	0	0	0	0	0	5,000	0	0	0	0
APPR. FUTURE PROJECTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	9,386,726	6,367,148	1,505,734	75,000	30,000	107,500	20,003	154,874	509,216	49,600	45,000	4,000	27,000	20,000	15,000	21,200	0
NET REVENUE	26,318	14,278	56,582	(25,000)	(14,983)	(57,380)	5,029	(60,829)	(148,416)	13,400	(39,485)	(4,000)	(20,975)	(19,265)	(6,193)	9,800	900
END BALANCE-UNRESERVED	3,387,209	3,756,749	1,918,422	1,484	19,454	151,225	58,913	121,058	416,271	44,877	419	363	2,881	1,730	12,571	42,905	802,232
RESERVED FUND BALANCE	0	0	0	0	0	0	0	0	359,176	0	0	0	0	0	0	0	0
TOTAL FUNDS	3,387,209	3,756,749	1,918,422	1,484	19,454	151,225	58,913	121,058	775,447	44,877	419	363	2,881	1,730	12,571	42,905	802,232
CHANGE IN FUND BALANCE	26,318	14,278	56,582	(25,000)	(14,983)	(57,380)	5,029	(60,829)	210,760	13,400	(39,485)	(4,000)	(20,975)	(19,265)	(6,193)	9,800	900

**CITY OF SEABROOK
2013-14 BUDGET
COMBINED FUND SUMMARY**

	CAPITAL PROJECT FUNDS						TOTALS			
	13 TDRA GRANT	19 CAPITAL IMPACT	30 CAP PROJ WW/SS	33 FIRE PROJ GO BDS	39 LAKES/REPS CO	72 EDA GRANT	OPERATING & DEBT	SPECIAL REVENUE	CAPITAL PROJECTS	ALL FUNDS
EST BEG BAL-UNRESERVED	0	2,199,887	101,765	397,700	355,355	50	8,965,202	2,043,780	3,054,757	14,063,739
	REVENUES									
TAXES	0	0	0	0	0	0	8,101,523	391,000	0	8,492,523
INTERGOVERNMENTAL	0	0	0	0	0	0	523,428	0	0	523,428
SERVICES	0	0	0	0	0	0	6,839,500	0	0	6,839,500
OTHER	0	75,000	0	0	0	0	184,600	318,025	75,000	577,625
INTEREST	0	1,100	295	398	150	0	10,991	1,971	1,943	14,905
LOAN/BOND/GRANT PROCEEDS	1,757,742	0	0	0	0	1,743,467	0	0	3,501,209	3,501,209
TRANSF FRM OTHER FUND	0	0	0	0	0	0	1,696,744	0	0	1,696,744
TOTAL REVENUES	1,757,742	76,100	295	398	150	1,743,467	17,356,786	710,996	3,578,152	21,645,934
TOTAL RESOURCES FOR OPERATIONS	1,757,742	2,275,987	102,060	398,098	355,505	1,743,517	26,321,988	2,754,776	6,632,909	35,709,672
	EXPENDITURES									
PERSONNEL	0	0	0	0	0	0	7,543,230	106,254	0	7,649,484
SUPPLIES	0	0	0	0	0	0	367,802	19,700	0	387,502
SERVICES	0	25,000	5,250	7,500	0	100,000	5,271,288	401,565	137,750	5,810,603
CAPITAL OUTLAY	1,757,742	250,000	96,500	390,598	355,000	1,643,517	292,500	475,874	4,493,357	5,281,731
CONSTRUCTION	0	0	0	0	0	0	287,500	70,000	0	357,500
PAYMENTS FOR DEBT SERVICE	0	0	0	0	0	0	1,925,545	0	0	1,925,545
OPERATING TRANSF OUT	0	0	0	0	0	0	1,571,744	5,000	0	1,576,744
APPR. FUTURE PROJECTS	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	1,757,742	275,000	101,750	398,098	355,000	1,743,517	17,259,608	1,078,393	4,631,107	22,969,108
NET REVENUE	0	(198,900)	(101,455)	(397,700)	(354,850)	(50)	97,177	(367,397)	(1,052,955)	(1,323,175)
END BALANCE-UNRESERVED	0	2,000,987	310	(0)	505	0	9,062,379	1,676,383	2,001,802	12,740,564
RESERVED FUND BALANCE	0	0	291,878	0	0	0	0	359,176	291,878	651,054
TOTAL FUNDS	0	2,000,987	292,188	(0)	505	0	9,062,379	2,035,559	2,293,680	13,391,618
CHANGE IN FUND BALANCE	0	(198,900)	190,423	(397,700)	(354,850)	(50)	97,177	(8,221)	(761,077)	(672,121)



June 13, 2013

City of Seabrook
Members of City Council
1700 First Street
Seabrook, TX 77586

Dear Members of City Council:

We would like to request the \$50.00 permit fee be waived in regards to our special events application. The Galveston Bay Foundation's Bike Around the Bay event will ride through the City of Seabrook on Sunday, October 13, 2013.

The Galveston Bay Foundation is a 501 (c)(3) non-profit founded in 1987 to preserve, protect, and enhance Galveston Bay. Its balanced programs in advocacy, conservation, education, and research strive to ensure that Galveston Bay remains a beautiful and productive place for generations to come.

We thank you for valuing our efforts to preserve, protect, and enhance Galveston Bay, and our request that the permit fee be waived. We are all beneficiaries of a healthy Bay system.

Sincerely,

Bob Stokes
President, Galveston Bay Foundation

CITY OF SEABROOK

RECH: 00548656 9/05/2013 3:56 PM
OPER: 017 TERM: 001
REF#: 15738

TRAN: 3.0000 LICENSES & PERMITS
GBF BIKE AROUND THE BAY 2013
APPLICATION FEE
LICENSES & PERMITS/ 450.00CR

TENDERED: 450.00 CHECK
APPLIED: 450.00-

CHANGE: ----- 0.00

Encl: Tax Exemption Certification

Revised 10/08

**CITY OF SEABROOK
PARADE, CARNIVAL, SHOW, FESTIVAL,
SPECIAL OR COMMUNITY EVENT
APPLICATION**

Date of Application: 8/12/13 Name of Applicant: Trey Bartsch

Address of Applicant: 17330 Highway 3

City Webster State TX Zip Code 77598

Day Time Phone (281) 332-3381 ^{x213} Night Time Phone ()

Name of Organization, Firm or Corporation on whose behalf this application is made:
Galveston Bay Foundation

Address of Organization (if different from above): Same as Above

City _____ State _____ Zip Code _____

Phone Number of Organization (if different from above): ()

Is the organization recognized as a non-profit organization for tax purposes? Yes ^{tax exempt} _{attached}

Requested Date(s) and Times of the Event: Sunday, Oct. 13 10am-1pm

Location of the Event: Bike route travels through Seabrook

Give a brief description of the event: Bike Around the Bay is a two-day 180-mi. bike ride around Galveston Bay benefitting the Galveston Bay Foundation.

Estimated No. of Workers Estimated No. of Attendees 1,000 cyclists

Will the event be held in a parking area? No. If so, how many parking spaces will be temporarily lost?

How many parking spaces are you providing for the event?

Will any portion of this event be held on city property? If so, where? Yes, a break point at Baybrook Park on Todville Rd.

Will alcohol be served? No If so, you are required to pay an additional deposit if you wish to serve alcohol on city property.

Do you want to display temporary signs or banners to advertise this event? yes, signs will be posted to mark the route and to warn cars about cyclists on the road.

Number of signs for this event 5 Complete the sign permit application attached to the packet **Please note that signs may only be displayed on private property,**

Special Events Application
Revised 10/08
Page 2

with the property owners' permission and with a city permit. Signs are not permitted in any street rights-of-way.

If this event is a parade, please answer the following additional questions.

Proposed Route (Attach Map) : _____

Estimated number and kind of animals to be used: _____

Estimated number of parade participants including, animals and riders, bicycle riders, animal-drawn vehicles, floats motor vehicles, motorized displays and marching units or organizations, such as bands, color-guards, and drill teams:

THIS SECTION NEEDS TO BE COMPLETED IN ORDER TO PROCESS YOUR APPLICATION.

This application has been reviewed by the Seabrook Police Chief or designee and the signature below verifies that adequate provisions for security have been made by the applicant.

Bryan Brand
Print name
Police Department Representative

9-4-13
Date Approved

[Signature]
Signature
Police Department Representative

Comments: Security handled by HPD. each year

I have enclosed the following items as part of my application:

1. A completed application form including approval by the Seabrook Police Department.
2. Permit fee in the amount of \$ 50.00. (Non-profit organizations may substitute a letter of request to the City Council requesting a waiver of the permit fee.
3. If event is a parade a deposit fee of _____ is included. Deposits are not waived.
4. A certificate of insurance, naming the City of Seabrook as certificate holder. This insurance provides protection of not less than \$100,000 against liability for

Special Events Application
Revised 10/08
Page 3

damages to property and protection of not less than \$100,000 for protection of injury to the death of one person and of not less than \$300,000 for protection against injury to death of two or more persons in a single accident or occurrence. (A sample certificate of insurance is enclosed.)

5. For special events, a site plan is attached as required by the Code of the City of Seabrook, Section 4.07. (See attached excerpt.)
6. For parades, a map showing the parade route is attached.

NO APPLICATION WILL BE ACCEPTED UNLESS ALL ITEMS LISTED ABOVE ARE PROVIDED.

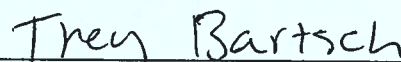
As applicant, I certify that all information contained in this application is true and correct to the best of my knowledge. I state that I am fully authorized to act and contract for any persons, organizations, firms or corporations on whose behalf this application is made. As applicant for the above organization, I do contract and agree that they will jointly and severally, indemnify and hold the City of Seabrook harmless against liability for any and all claims for damage to property or injury to or death of persons arising out of or resulting from the issuance of the permit or the conduct of the participants. As applicant, I understand that I may be held liable as principal in place of the organization for the cost of cleaning or repairing city property which may have sustained damage as a result of the special event. I understand that a special events permit may be issued for no more than five consecutive days. If the permit is granted, I, as representative, agree to adhere to all city ordinances regarding the special event.

I understand that if I am applying to use a city park, community house or other city facility to hold this event, additional applications and fees will be required.

I understand that all required applications, accompanying documents and fees must be submitted to the City Secretary's Office at least 30 days prior to the date of the event, and that the event may not be held without approval of the Seabrook City Council. I have read and have agreed to the above conditions.



Signature of Applicant



Printed Name of Applicant

Date Submitted

FOR OFFICE USE ONLY

Reviewed by City Secretary Date _____ City Manager Notified _____

If applicable: Fire Marshal notified _____ Building Official Notified _____

This application has been reviewed by the Seabrook City Council on _____
_____ and has been **APPROVED** **DENIED**.

The following conditions are placed upon this event: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/25/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: HUB Intl Insurance Services 10777 Westheimer, Suite 300 Houston TX 77042-3454	CONTACT NAME: PHONE (A/C, No, Ext): (713) 978-6668 FAX (A/C, No): (713) 978-6799 E-MAIL ADDRESS: houston.service@hubinternational.com														
INSURED (281) 322-3381 Galveston Bay Foundation, Inc. 17330 Hwy 3 Webster TX 77598	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Texas Mutual Insurance Co.</td> <td>22945</td> </tr> <tr> <td>INSURER B: Philadelphia Indemnity Insuran</td> <td>18058</td> </tr> <tr> <td>INSURER C: General Insurance Co. of Ameri</td> <td>24732</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Texas Mutual Insurance Co.	22945	INSURER B: Philadelphia Indemnity Insuran	18058	INSURER C: General Insurance Co. of Ameri	24732	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: Cert ID 43108

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY						
	☒ COMMERCIAL GENERAL LIABILITY	Y	Y	PEPK965085	1/23/2013	1/23/2014	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
	GENL AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						GENERAL AGGREGATE \$ 2,000,000
C	AUTOMOBILE LIABILITY						
	☒ ANY AUTO	N	N	24BA0047513	1/23/2013	1/23/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ALL OWNED AUTOS						BODILY INJURY (Per person) \$
	☒ HIRED AUTOS ☒ SCHEDULED AUTOS NON-OWNED AUTOS						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB						
	☐ EXCESS LIAB						EACH OCCURRENCE \$
	☐ OCCUR						AGGREGATE \$
	☐ CLAIMS-MADE						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A	9BP0001006461	1/23/2013	1/23/2014	☒ WC STATU-TORY LIMITS ☐ OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 500,000
							E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
							\$
							\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES: (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The general liability policy includes a blanket automatic additional insured endorsement or policy terms that provide additional insured status to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status subject to policy terms and conditions. The general liability policy includes a blanket automatic waiver of subrogation endorsement that provides a waiver of subrogation only when there is a written contract between the named insured and the certificate holder that requires it subject to policy terms and conditions. RE: Bike Around the Bay

CERTIFICATE HOLDER

CANCELLATION

City of Seabrook

1700 First St.; Second Floor

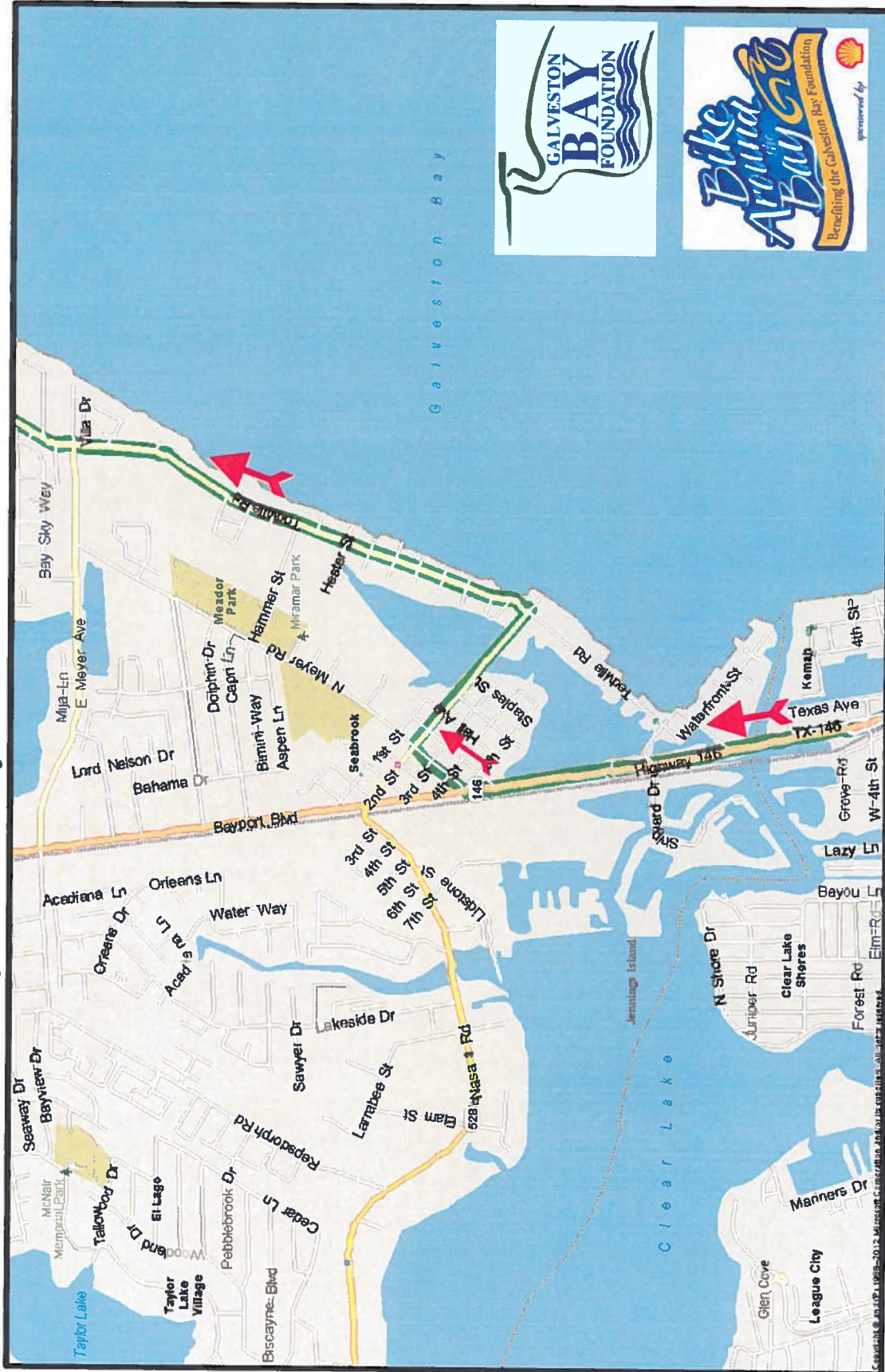
Seabrook TX 7758c

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Bike Around the Bay - Sunday



Cyclists will follow Hwy. 146 and turn right on North Meyer Road, then right again on 2nd. Street. When they turn left on Todville Road they will be able to enjoy the bay.

Legend

➔

Direction of Riders

Bike Around the Bay - Sunday



Cyclists continue on Todville Road and stop at a park in Seabrook. A small parking lot is available at Red Bluff Road and Todville Road for volunteer parking. Distance from BP3 to BP4 = 9.4 miles.

Legend

Direction of Riders

Page 30

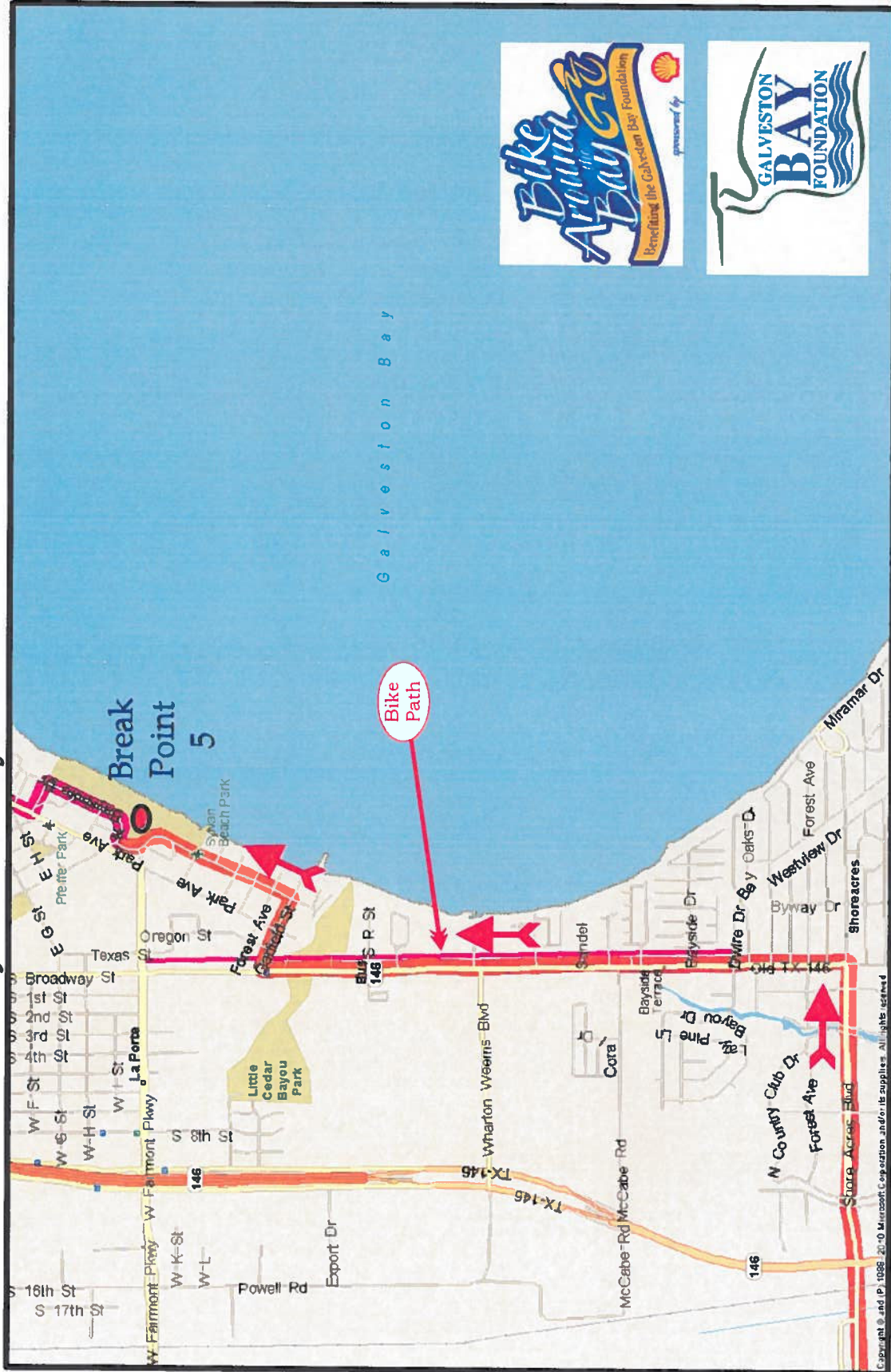
Map Layout Courtesy Of
WWW.BOLMANSKI.COM



 Direction of Riders

Map Layout Courtesy Of
WWW.BOLMANSKI.COM

Bike Around the Bay - Sunday



Cyclists continue on Shore Acres Blvd. and then LEFT on South Broadway Street in LaPorte. At DWIRE Dr., cyclists begin using a 2 mile Bike Path. Distance from BP4 to BP5 = 10.1 miles.

Legend



Direction of Riders



Crown Castle USA, Inc.
1220 Augusta Dr., Ste 500
Houston, TX 77057

Tel: 713-570-3161
Fax: 724-416-6905
www.crowncastle.com

August 30, 2013

Via FedEx Tracking # 796582507041 and
Email to: mglaser@seabrooktx.gov

City of Seabrook
Office of the City Secretary
1700 First Street, Second Floor
Seabrook, TX 77586

ATTN: Michele Glaser, City Secretary

RE:	TOWER SITE:	BU # 815855 / TX Seabrook
	LOCATION:	1700 First Street, Seabrook, TX 77586 (Harris County)
	MATTER:	T-Mobile app # 196090 (Consent to Modify Equipment)

Dear Ms. Glaser:

As you are aware, Crown Castle GT Company LLC ("Lessee") is the lessee under the "License for Antenna Space" between the City of Seabrook and GTE Mobilnet of South Texas LP dated February 13, 1995 (the "Agreement"). Lessee is the owner and operator of shared wireless communication facilities.

In order to better serve the public, minimize the amount of towers in an area where a Lease is located, and/or improve the financial viability of a site, Lessee plans to modify T-Mobile's equipment at the wireless communication facility. T-Mobile is proposing to install radio gear in their existing cabinet and will complete all connections at the base utilizing existing feeder lines, tower-mounted amplifiers and antenna configurations.

Pursuant to Sections 2 and 5 of the Lease, Lessee is required to obtain your consent to modify the existing equipment. Lessee, therefore, respectfully requests your consent to these modifications.

Please indicate your consent by executing this letter where indicated below and return one original of same to me at the address indicated above. A self-addressed stamped envelope is included for your convenience.

If you have any questions concerning this request, please contact me at (713) 570-3161 or via email at kimberly.hatter@crowncastle.com.

Best Regards,

Kimberly Hatter

Kimberly Hatter
Real Estate Specialist
South Area/Houston District

Agreed and accepted this ____ day of _____ 2013

Enclosures

(City of Seabrook, Authorized Signatory)

Printed Name/Title

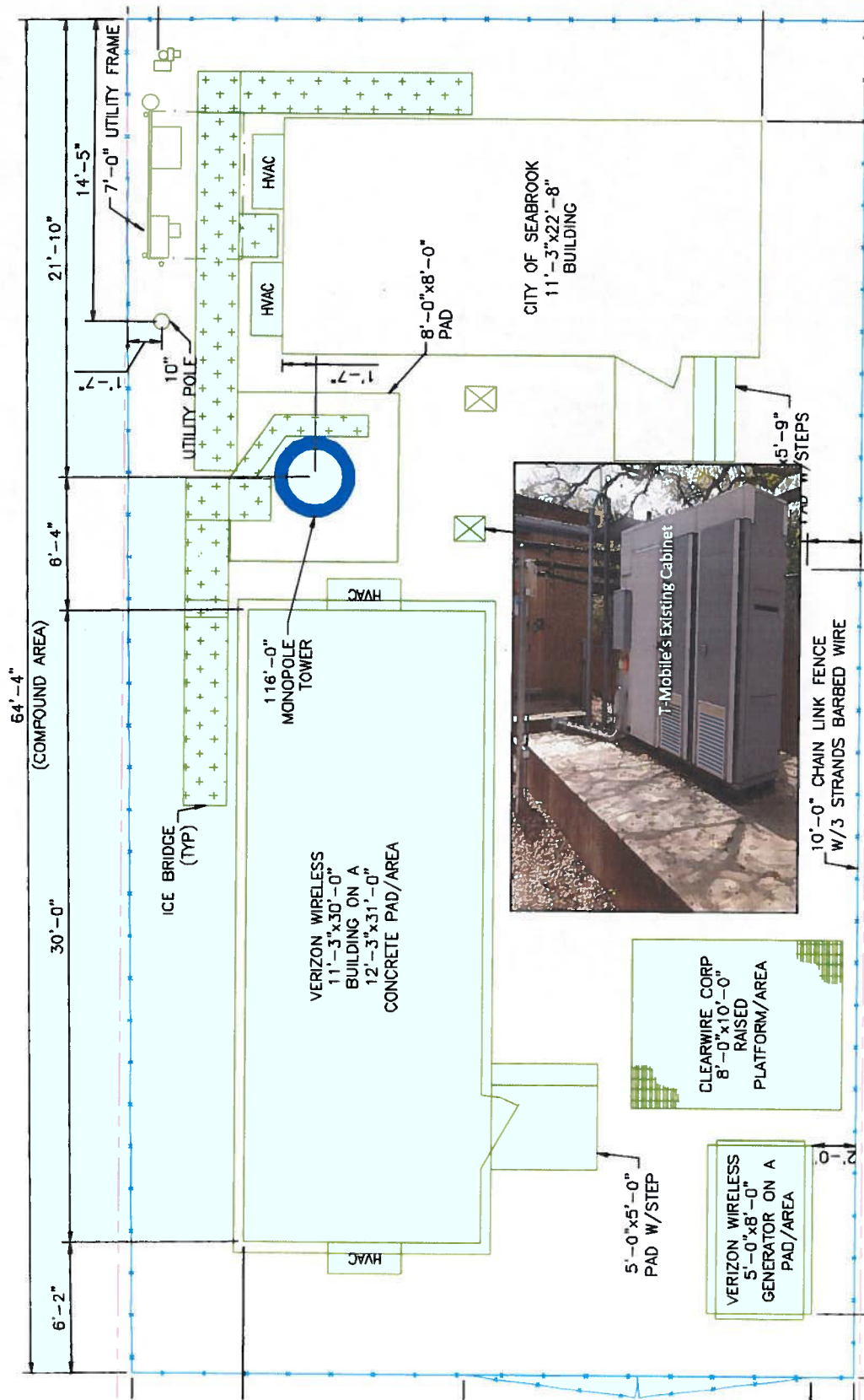
Scope of Work – 8/30/13

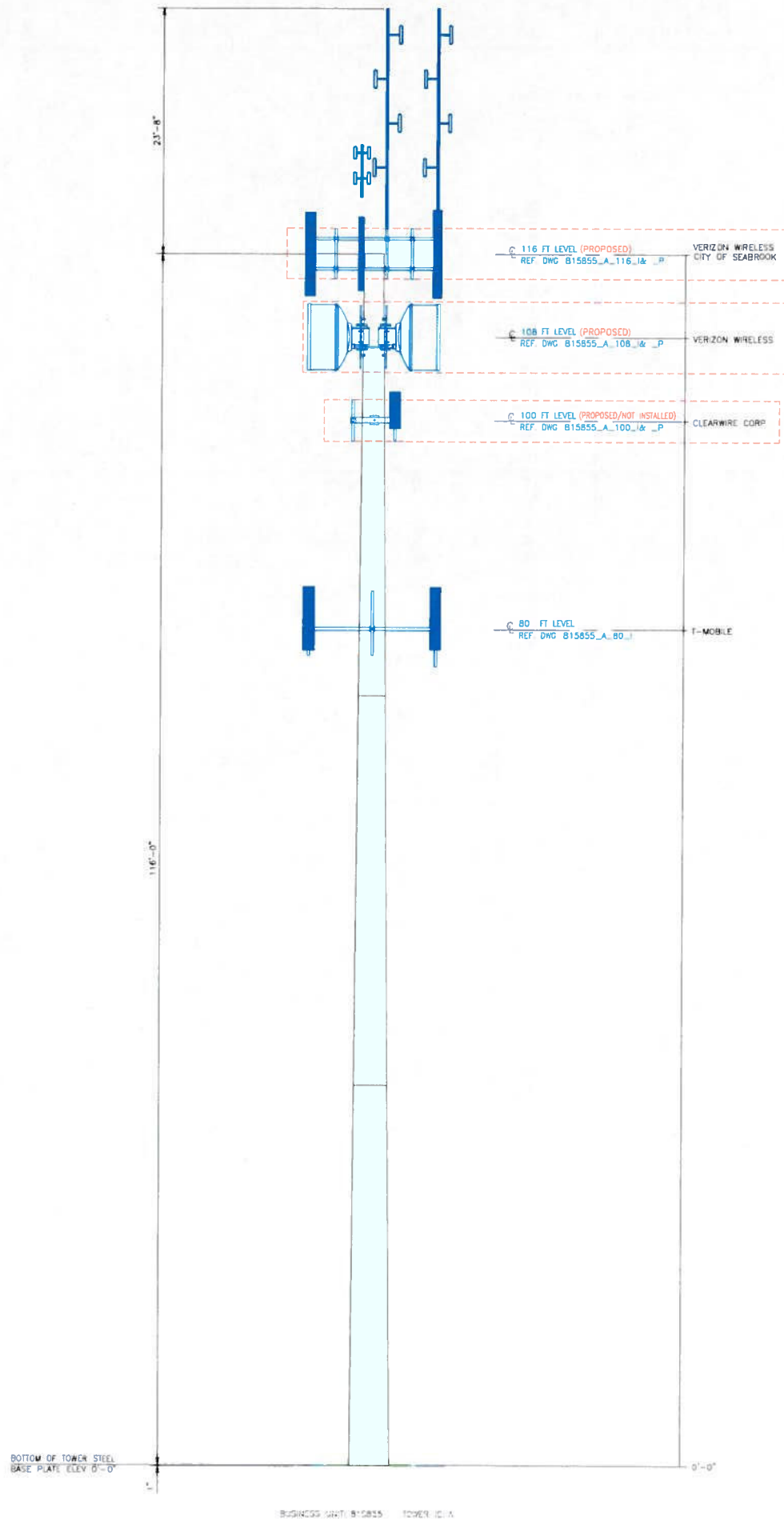
Tower Site: BU # 815855 / TX Seabrook
Location: 1700 First Street, Seabrook, TX 77586
Matter: T-Mobile app # 196090

Service Information							
Svc	Technology	EIRP (WATTS)	Std Frequency	Frequencies Transmit		Receive	
				Start	Stop	Start	Stop
1	GSM	800.0		1930.0	1945.0	1850.0	1865.0
2	UMTS	800.0		2135.0	2155.0	1735.0	1755.0
3	Other - Without RF	1.0				0.0	0.0

Power Requirements			
VAC	Need Crown Power	Phase	Amps
120/240	No	Single Phase	200

Lease, Pad, and Building Requirements						
Building						
Building Id #:		N/A				
Building Type:		N/A				
	Length	Width	Height	SQ. Footage	Status	
Lease	17ft 0in	10ft 0in	N/A N/A	170.0	INSTLLD	
Pad	17ft 0in	10ft 0in	N/A N/A	170.0	INSTLLD	
Building	N/A N/A	N/A N/A	N/A N/A	N/A	N/A	
Other Pad Requirements						
No cabinets, dishes or other pads exist for this application						
Number of Existing Cabinets:		0				
Number of Proposed Cabinets:		0				
Generator Requirements						
No generators exist for this application						
Battery Requirements				Is Battery Backup Required? No		
Type	Qty.	Mfg.	Model			
N/A	0	N/A	N/A			
N/A	0	N/A	N/A			







***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, SEPTEMBER 17, 2013

Submitter/Requestor: Sean Landis

Date Submitted: 9/9/2013 11:54:01 AM

Presenter: Sean Landis

Description/Subject:

Monthly Building Report for August

Purpose/Need: Administration Issue

Background/Issue(What prompted this need):

N/A

Impacted Parties(Expected/Notified): N/A

Miscellaneous Comments:

3 New Residential permits were issued for the month of August, totaling \$924,507.
2 New Commercial permits were issued for the month of August, totaling, \$3,800,000.
(Tookies Seafood (No Fee Permit) 1106 Bayport Blvd \$3,500,000)
(Sports Shed 2129 Seabrook Cr \$300,000)

Attachments:

(Please list description of attachments and number of pages in each attachment)

Building Report

Code Enforcement Report

Fire Inspections Report

**Fiscal
Impact:**

Budgeted

No

Finance Officer Review:

Budget Amendment Required

No

Future/Ongoing Impact

No

Budget Dept/Line Item Number

Funding Comments:

Where on the agenda should this item be placed?

Consent Agenda

Suggested Motion:

N/A

Agenda Language:

Approve the August 2013 Report of Building Activities. (Landis)

City Manager Review:

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances)

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

Building Department Statistics AUGUST 2013

PERMIT TYPES	# ISSUED	VALUATION	FEES PAID
New Residential	3	\$924,507.00	\$4,882.50
Building Additions	11	\$179,212.84	\$2,287.50
New Commercial	2	\$3,800,000.00	\$2,725.00
Commercial Additions	0	\$0.00	\$0.00
New City	0	\$0.00	\$0.00
City Additions	0	\$0.00	\$0.00
Electrical	21	\$67,290.00	\$2,649.00
Fill	1	\$50,000.00	\$250.00
Irrigation	0	\$0.00	\$0.00
Mechanical	12	\$53,334.20	\$2,071.00
Plumbing	16	\$48,300.00	\$770.00
Sign	3	\$6,615.00	\$235.00
Demolition	1	\$38,755.00	\$125.00
Fire/Sprinkler	0	\$0.00	\$0.00
Miscellaneous	7	\$52,600.00	\$785.00
TOTALS	77	\$5,220,614.04	\$16,780.00

Building Department Statistics

Fiscal Year 2010-2011

Date	New Residential	Residential Additions	Commercial New & Additions	City Projects New & Additions	Miscellaneous	Electrical	Irrigation	Mechanical	Plumbing	Monthly Totals	Last Year Totals
#	Valuation	# Valuation	# Valuation	# Valuation	# Valuation	# Valuation	# Valuation	# Valuation	# Valuation	#	#
October	\$1,132,815.05	5 \$51,400.00	3 \$139,537.70	1 \$1,000.00	4 \$46,550.00	20 \$ 82,400.00	1 \$6,000.00	13 \$ 60,483.00	14 \$ 40,600.00	86 \$1,560,785.76	\$ 2,850,109.72
November	\$1,465,599.91	9 \$157,880.00	2 \$18,000.00	0 \$0.00	6 \$35,950.00	14 \$ 34,900.00	2 \$5,500.00	12 \$ 61,849.50	15 \$ 76,005.00	67 \$1,555,684.41	\$ 1,185,260.33
December	\$344,535.94	4 \$104,000.00	1 \$8,400.00	0 \$0.00	4 \$31,500.00	9 \$ 47,830.00	0 \$0.00	15 \$ 357,987.00	15 \$ 73,989.89	49 \$968,242.83	\$ 2,339,228.71
January	\$1,097,808.96	8 \$147,995.00	1 \$4,400.00	0 \$0.00	10 \$92,400.00	11 \$ 27,250.00	0 \$0.00	10 \$ 61,658.39	13 \$31,950.00	58 \$1,463,482.36	\$ 2,724,199.61
February	\$617,411.87	5 \$93,814.00	2 \$27,000.00	0 \$0.00	6 \$40,057.00	16 \$ 43,145.00	1 \$2,100.00	12 \$ 74,695.14	16 \$ 48,380.00	61 \$948,403.01	\$ 3,643,286.96
March	\$2,412,325.11	12 \$225,731.57	5 \$682,205.00	0 \$0.00	15 \$153,050.00	14 \$ 190,750.00	2 \$9,350.00	11 \$ 87,291.37	22 \$ 68,627.00	88 \$4,028,330.06	\$ 2,989,067.97
April	\$1,622,845.09	20 \$628,098.00	2 \$2,900.00	0 \$0.00	12 \$39,950.00	22 \$ 71,600.00	2 \$4,500.00	11 \$ 248,328.08	24 \$ 147,786.00	99 \$2,766,007.17	\$ 1,352,827.27
May	\$1,307,958.58	10 \$131,126.00	2 \$6,500.00	0 \$0.00	13 \$143,720.00	15 \$ 20,400.00	0 \$0.00	15 \$ 85,110.07	20 \$ 45,480.00	80 \$1,740,294.65	\$ 2,468,791.37
June	\$0.00	9 \$212,765.28	0 \$0.00	0 \$0.00	8 \$50,718.00	23 \$ 59,285.00	2 \$6,600.00	18 \$ 140,969.46	13 \$ 36,280.95	73 \$908,618.69	\$ 1,822,629.09
July	\$404,471.16	11 \$311,545.00	4 \$155,700.00	0 \$0.00	17 \$132,915.00	17 \$ 50,530.00	1 \$3,800.00	19 \$135,009.94	16 \$ 28,915.00	86 \$1,222,898.10	\$ 2,819,622.17
August	\$924,507.00	3 \$179,212.84	2 \$3,800,000.00	0 \$0.00	12 \$147,970.00	21 \$ 67,290.00	0 \$0.00	12 \$ 53,334.20	16 \$ 48,300.00	77 \$5,220,614.04	\$ 4,610,102.92
September										95	\$ 1,253,318.51
Y-T-D											
TOTALS										\$22,280,228.06	\$ 30,028,336.63

* Miscellaneous includes fill, tree, fire, sign, demolition, & misc. (certificate of occupancy, etc.)

New Residential Buildings

Y-T-D Total	\$ 177,633.16
-------------	---------------

[illegible]

Code Enforcement Update for July & August 2013

- **Building Inspections Completed**

- June: 197
- July: 156
- August: 162

- **Open Code Enforcement Cases:**

- June: 261
- July: 235
- August: 240

- **Code Enforcement Abatement Liens Paid 2013:**

- May: (10) Liens: mowing & debris removal \$2,205.87
- June: (9) liens: mowing & debris removal; BASC ordered demo \$6,867.83

- **Code Enforcement Abatement Liens Filed 2013:**

- May: (6) Liens: mowing & debris removal \$1,735.11
- July: (7) Liens: mowing & Debris Removal \$2,057.62

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}NASA2301 AER Supply
2301 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

MOSKOWITZ110 Able Plumbing
1105 Moskowitz ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SEVENTH2102 An Elegant Estate Sale
2104 7th (Seventh) ST
2104 BB 7th (Seventh)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3722 Apollo Tire & Wheel
3722 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}

HARDESTY1201 Bay Area Custom Upholstery (out of Bus)
1201 Hardesty ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT1502 Bay Elementary
1502 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/09/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BENT01 Bente Interiors
1421 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT2010 Blockbuster Video
2010 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}REPSDORPH194 Bosone Automotive
1940 Repsdorph
PO Box 7
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3222 Cameron Sails
3222 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3720 Carlos Automotive LLC
3720 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3410 Casa Bonita Apartments
3410 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}NASA2321 Coastline Marine and KOA Sailing
2321 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NMEYER902 Dairy Queen
902 N Meyer RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3101 Endeavour Marina
3101 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

2622CNASA Floppy Pets
2622 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}NASA2622#A Gold and Silver
2622 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		205 Re-Inspection	0.00	
08/29/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 2			0.00	

LILY01 Grand Central Station
1002 Meyer RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3000 Hampton Inn
3000 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2100#201 Hanover Annuities
2100 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}

ATTC01 Hanover Annuities Vacant Space for lease
 2100 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3709 Hansen Travel
 3709 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

KIDD01 Kidd Properties
 1405 2nd (Second) ST
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2301B Lakewood Yacht Service
 2301 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}**SECOND1305** Melind's La Petit Boutique
1305 2nd (Second) ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2338 Moody National Bank
2338 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT2912 NRI
2912 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

REPSDORPH255 Regatta Bay Apartments
2555 Repsdorph
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}NMYER2401 Seabrook Int. CCISD
2401 Meyer RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/09/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

TODVILLE1010 Seabrook Sailing Club
1010 Todville RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/14/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

NMEYER913 Seabrook Visitors Center
913 N Meyer RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

EMEYER1850 Seabrook Volunteer Fire Department #1
1850 E Meyer RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}

BAYPORT2400 Sonic
2400 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

STAR01 Starke Foster Home
1006 Victorian CT
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

FIRST1805 Sunchase Pools
1805 1st (First) ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT1424 TNT Mattress
1424 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/28/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}**HIALEAH1908E** **Taqueria Ringo's**
 1908 Hialeah DR
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

REPSDORPH240 **Teakwood Apartments**
 2401 Repsdorph
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2700 **Texas Marine**
 2700 NASA PKWY
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3538 **Top Shelf Resale**
 3538 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}

BAYPORT1417 Vacant
1417 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

CHIL01 Vacant
2215 Repsdorph
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

FIFTH1320A Vacant
1320 5th (Fifth) ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/16/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3134#A Vacant
3134 NASA PKWY
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/22/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {08/01/2013} And
{08/31/2013}NASA3805 Vacant
 3805 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/02/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2929 Wells Fargo Bank
 2929 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
08/29/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

Grand Total Activities: 47

Grand Totals: 0.00 0.00



CITY OF SEABROOK

Date of Meeting: Sept. 17, 2013

Submitter/Requestor: Chief Nona Holomon

Date Submitted: Sept. 6, 2013

Presenter: Chief Nona Holomon

Description/Subject: Public Safety Activity Report for August 2013

Purpose/Need: Policy Issue ☐ Administrative Issue: The Public Safety Department's (Police, Fire, CLEMC and Animal Control) will show accountability through statistical data.

Background/Issue: Mayor and City Council request the Seabrook Police Department to present a monthly activity report for review. In an effort to show activity from all other public safety entities we will combine our reports and submit for review.

Impacted Parties (Expected/Notified): Citizens of Seabrook, council and staff

Attachments: Copy of reports. (Charts and graphs)

Fiscal Impact: Budgeted ☐ Yes ☐ No

Finance Officer Review:

Budget Amendment required ☐ Yes ☐ No

Future/Ongoing Impact ☐ Yes ☐ No

Budget Dept/Line Item Number _____

Funding Comments: N/A

Where on the agenda should this item be placed? Consent agenda

Suggested Motion: Motion to accept report.

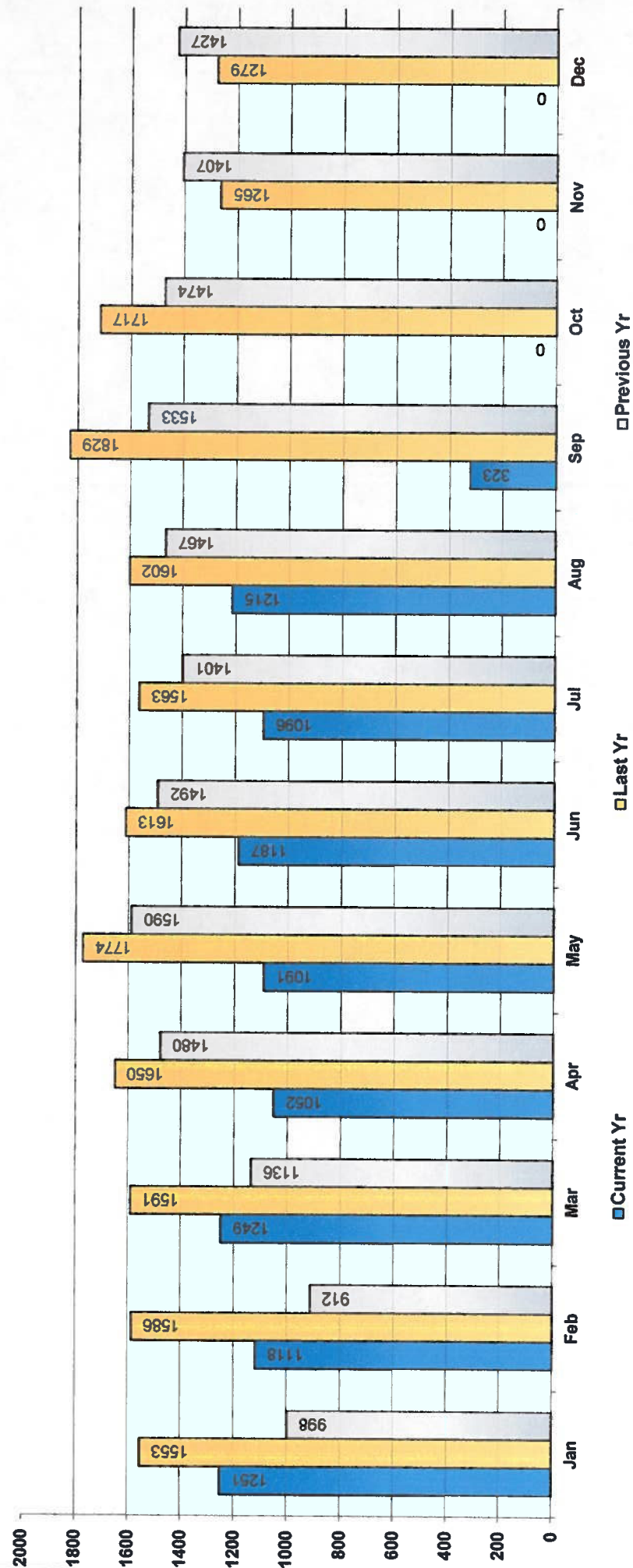
Sent to City Attorney for review _____

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

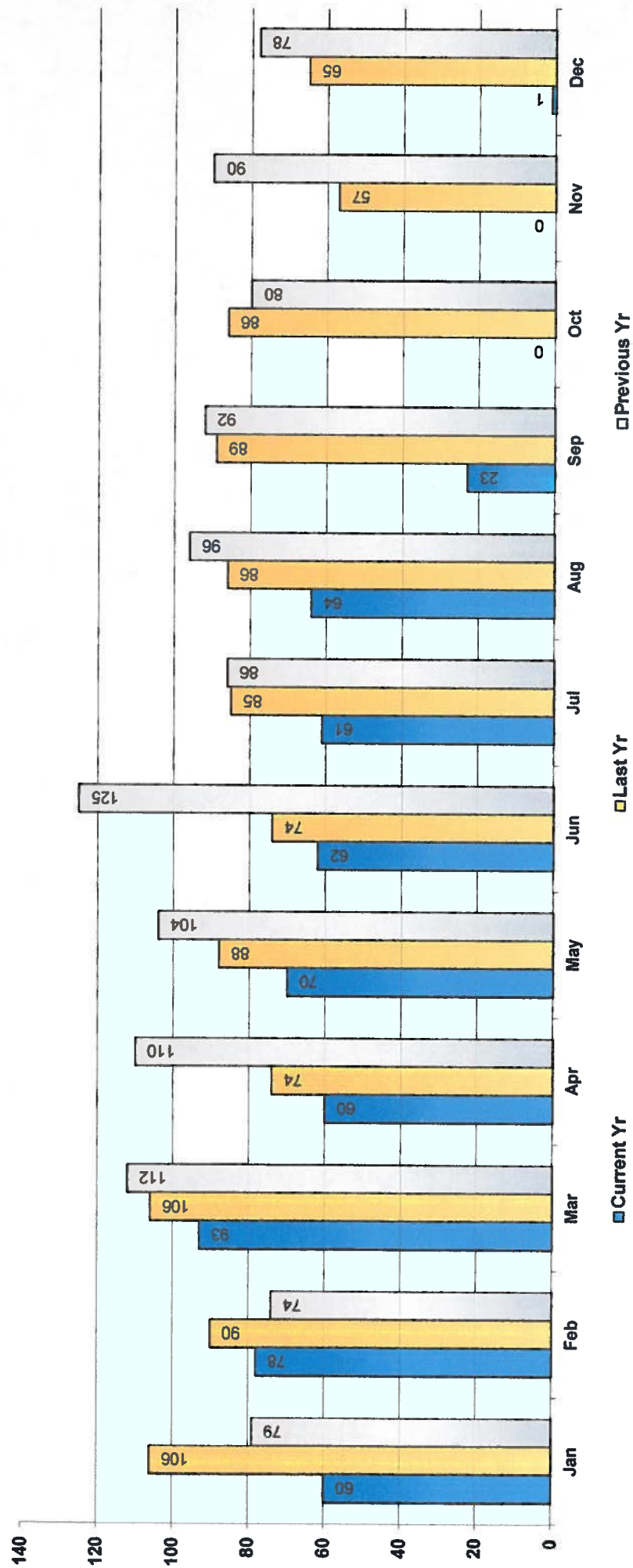
Received and accepted by the City Secretary/Assistant _____

Returned by the City Secretary/Assistant (If incomplete) _____

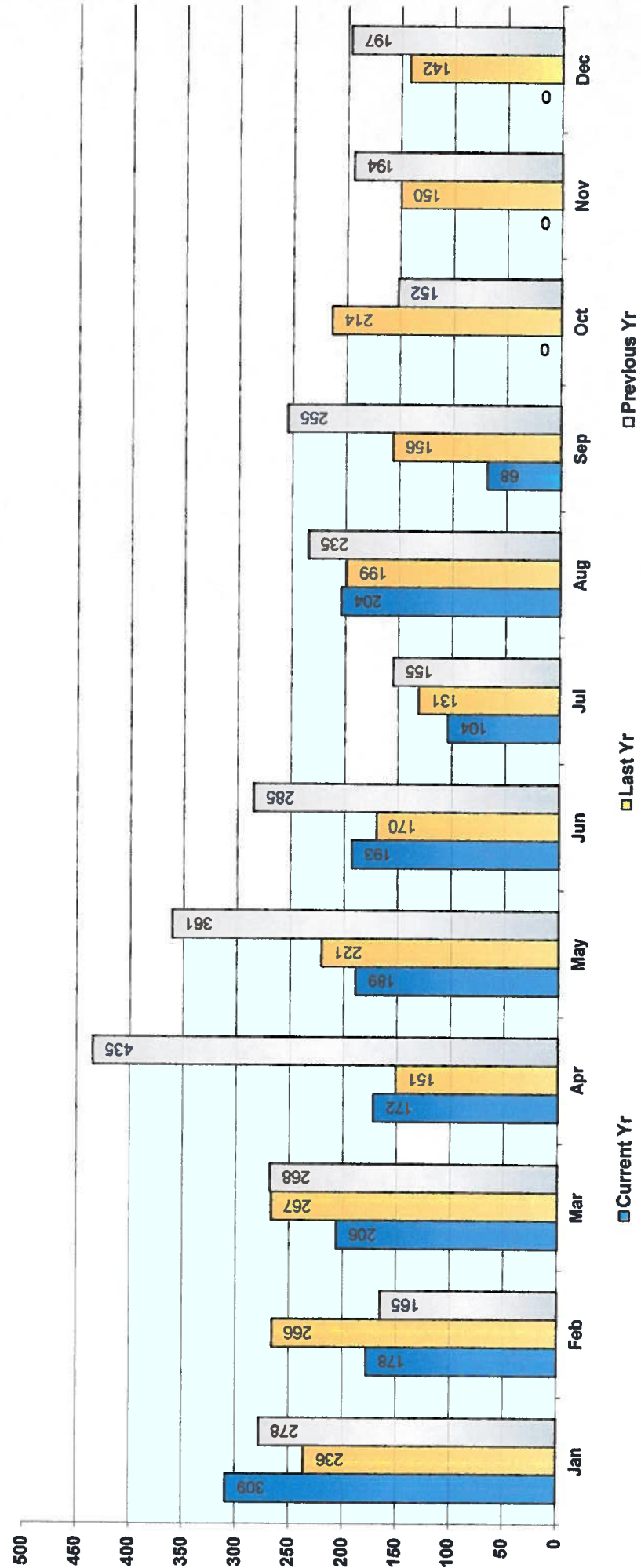
**Seabrook Police Department
Total Calls-For-Service
As Of September 9, 2013**



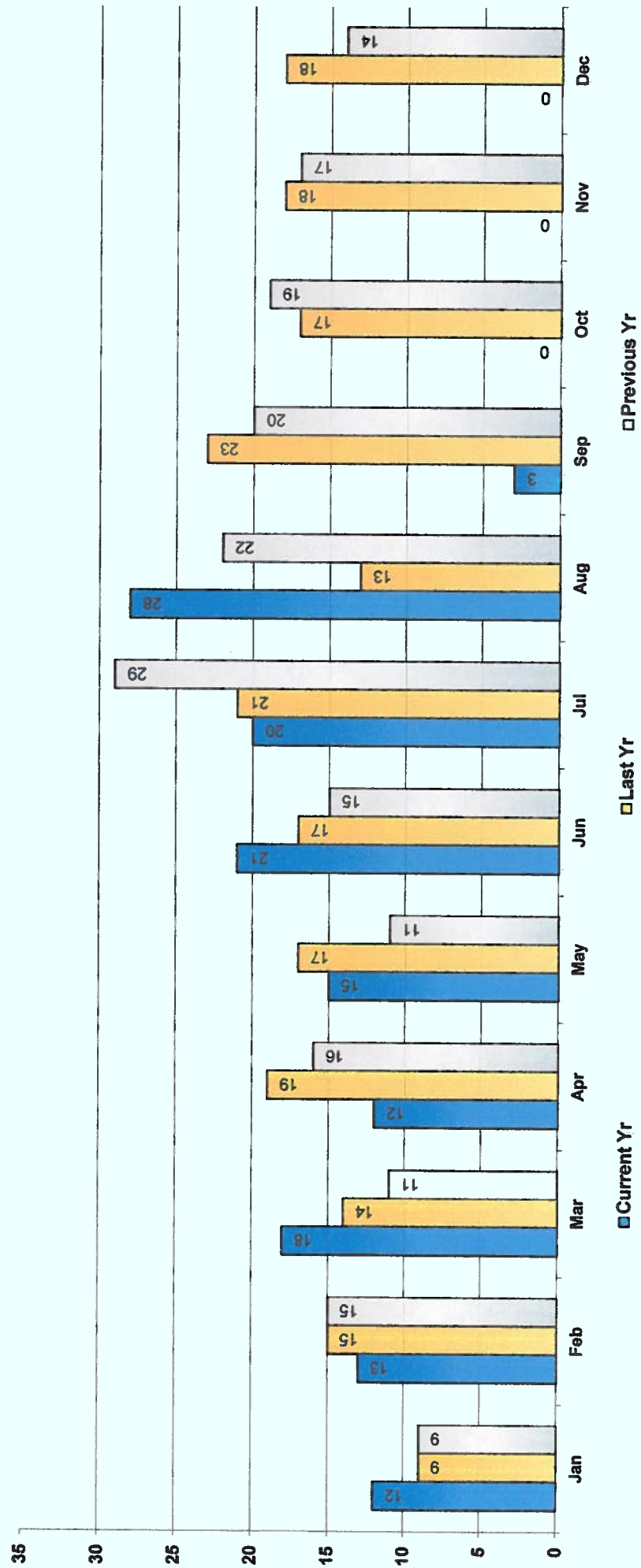
**Seabrook Police Department
Total Arrests
As Of September 9, 2013**



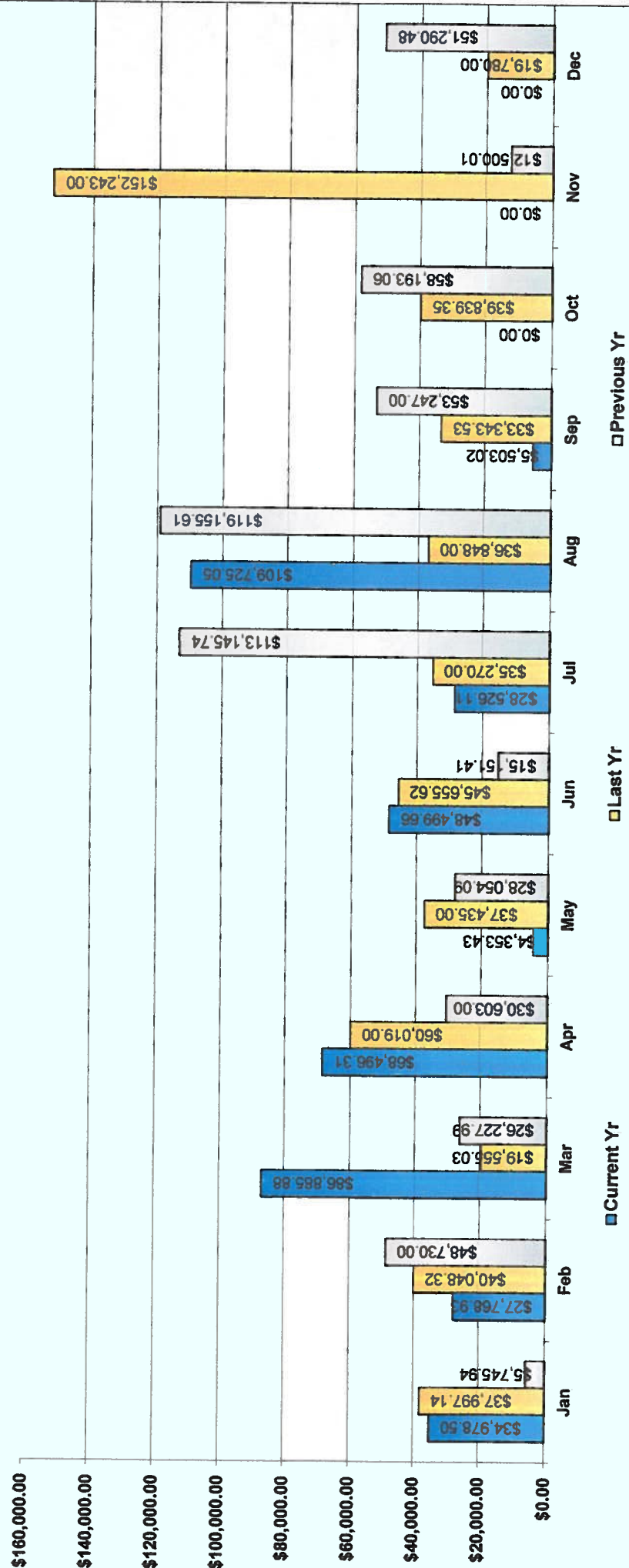
**Seabrook Police Department
Total Traffic Tickets
As Of September 9, 2013**



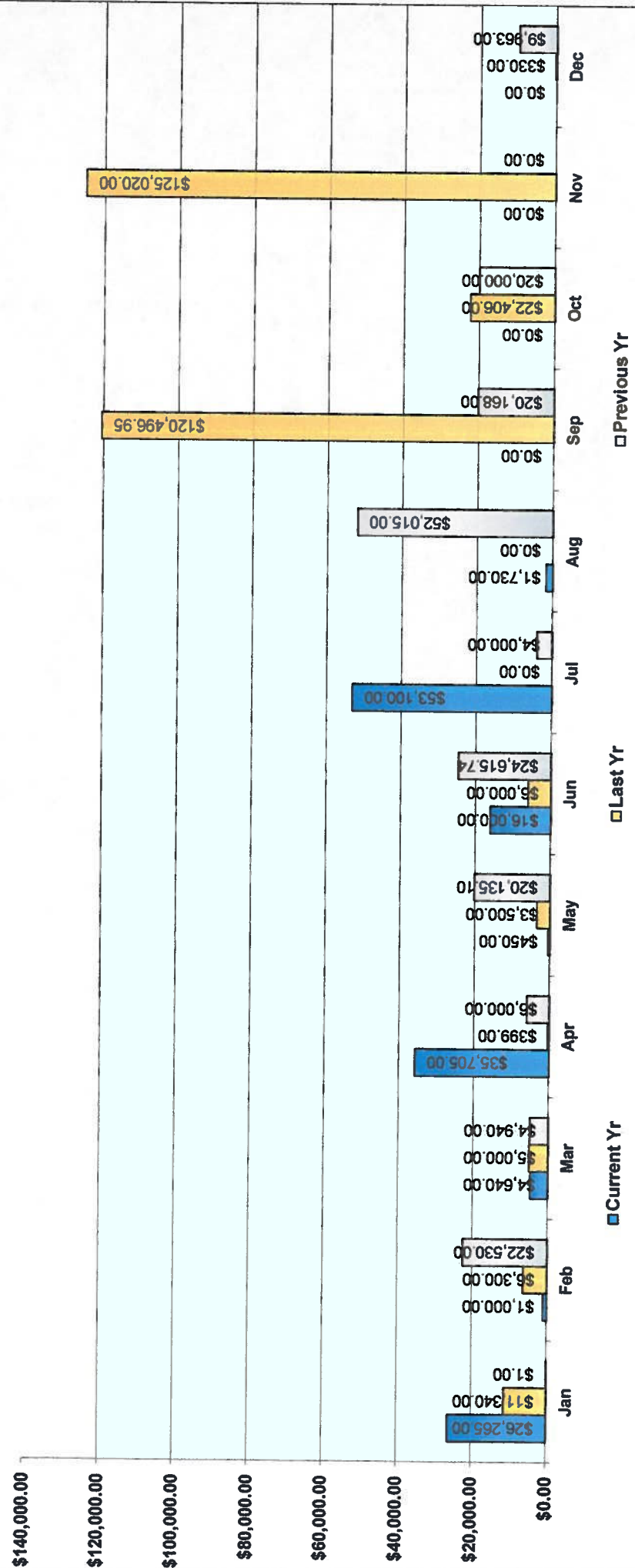
Seabrook Police Department
ALL PART-I OFFENSES
As Of September 9, 2013



Seabrook Police Department
Stolen Property Value
As Of September 9, 2013



Seabrook Police Department
Recovered Property Value
As Of September 9, 2013



[illegible][illegible]

**CITY OF SEABROOK TEXAS
MONTHLY HUMANE OFFICER REPORT
MONTH OF August 2013**

	THIS MONTH	THIS MONTH LAST YEAR	YEAR TO DATE	YEAR TO DATE LAST YEAR
Dogs and Cats Picked Up	14	16	161	190
Wildlife: Deceased & Alive	13	23	95	165
Animals Adopted Out	05	02	42	19
Animals Returned to Owners From Shelter	03	06	43	39
Animals Returned to Owners on the Street	00	04	41	42
Animals Destroyed	06	03	50	90
Rabid Animals Verified	00	00	00	00
Complaints Received by Residents	26	90	568	836
Revenue: Pound Fees & ID Tags	\$58.00	\$232.00	\$1299.00	\$1310.00
Animal Bites Reported	00	01	06	06
Citations Issued	03	05	67	134

Humane Officer D.MARSHALL

CLEMC REPORT

Seabrook Stats Report AUG13

	Jun-13	Jul-13	Aug-13	3 Month Total
Allergic Reaction	0	0	0	0
Assist by EMS	2	6	3	11
Attempted Suicide	1	2	2	5
Breathing problems	2	5	3	10
Choking	1	0	0	1
CPR	0	0	0	0
CVA	1	0	2	3
Death Investigation	0	0	0	0
Diabetic	1	1	2	4
Drowning	0	1	0	1
Heart problems/pain	3	5	6	14
Injured person	12	19	14	45
Major Accident	0	0	0	0
Medical Alert Alarm	1	0	0	1
OB Baby Call	0	0	0	0
Overdose	0	2	2	4
Seizure	4	6	3	13
Sick Call	21	13	22	56
Trauma Gunshot/Stabbing	0	0	0	0
fire stand-by	0	0	0	0
Unconscious	8	3	4	15
Total	57	63	63	183

Response Time

4Min58Sec

4Min41Sec

4Min37Sec

Average Response Time
4Min46Sec

Last Year Same Time Period

	Jun-12	Jul-12	Aug-12	3 Month Total
Allergic Reaction	0	0	2	2
Assist by EMS	1	3	3	7
Attempted Suicide	1	1	0	2
Breathing problems	6	8	4	18
Choking	0	0	0	0
CPR	0	0	0	0
CVA	1	0	1	2
Death Investigation	0	0	0	0
Diabetic	1	1	1	3
Drowning	0	0	0	0
Heart problems/pain	4	10	11	25
Injured person	21	25	15	61
Major Accident	0	0	0	0
Medical Alert Alarm	1	0	2	3
OB Baby Call	0	0	0	0
Overdose	2	1	1	4
Seizure	0	5	2	7
Sick Call	13	19	15	47
Trauma Gunshot/Stabbing	0	0	0	0
fire stand-by	0	0	0	0
Unconscious	2	7	3	12
Total	53	80	60	193

Average Response Time

Response Time

4Min41Sec

4Min53Sec

4Min50Sec

4Min48Sec

**Seabrook City Council Special Meeting
Minutes of August 27, 2013
Page 1**

The City Council of the City of Seabrook met in special session on Tuesday, August 27, 2013 at 6:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

GLENN R. ROYAL	MAYOR
ROBERT LLORENTE – Ex. Abs.	COUNCIL PLACE NO. 1
MIKE GIANROSSO	COUNCIL PLACE NO. 2
GARY JOHNSON – Arrived at 6:28 p.m.	COUNCIL PLACE NO. 3
DON HOLBROOK.	COUNCIL PLACE NO. 4
THOM KOLUPSKI	COUNCIL PLACE NO. 5
LAURA DAVIS	COUNCIL PLACE NO. 6
KELLY TEMPLIN	CITY MANAGER
MICHELE L. GLASER	CITY SECRETARY
JESSICA ANCIRA	MUNICIPAL COURT ADMINISTRATOR
MYRA BERGERON	UTILITY BILLING SUPERVISOR
GAYLE COOK	ASSISTANT CITY MANAGER & PERSONNEL ADMINISTRATOR
LEAANN DEARMAN	DIRECTOR OF COMMUNICATIONS
JEFF GALYEAN	EMERGENCY MGMT. COORDINATOR
MICHAEL GIBBS	ACCOUNTANT
NONA HOLOMON	DIRECTOR OF PUBLIC SAFETY
PAM LAB	FINANCE OFFICER
SEAN LANDIS	COMMUNITY DEVELOPMENT DIRECTOR
KEVIN PADGETT	ASST. DIRECTOR OF PUBLIC WORKS
GEORGE SZAKACS	IT DIRECTOR
SEAN WRIGHT	POLICE CAPTAIN

Mayor Royal called the meeting to order at 6:00 p.m.

1.0 ROUTINE COMMENTS AND ANNOUNCEMENTS – None.

2.0 BUDGET WORKSESSION

The review of the SVFD budget and EDC budget were taken out of order.

2.2 Conduct a budget work session to review the proposed City of Seabrook budget for FY 2013/14. (Templin)

EDC Board President, Paul Dunphey presented the proposed 2013/14 EDC budget. Seabrook Volunteer Fire Department Chief, Ray Cook presented the FY 2013/14 proposed fire department budget. Chief Cook stated that the budget presented does not give a breakdown of Seabrook's portion of the budget which is 83 percent of the total budget. The possibility of El Lago not paying their portion of the SVFD budget was discussed. Mayor Royal stated that he

Seabrook City Council Special Meeting
Minutes of August 27, 2013
Page 2

would expect that if El Lago reduces its required payment, Seabrook should also reduce its payment by the same amount as El Lago.

2.1 Review report of certified appraised values from the Harris County Appraisal District to assist in determining a 2013 tax rate and procedures to be followed in upcoming meetings concerning the adoption of the tax rate. (Templin/Lab)

Finance Officer Pam Lab gave a presentation on the calculation of the effective tax rate. Ms. Lab reported that this year is the first time appraised values have increased in Seabrook since Hurricane Ike in 2008. Due to the increase in appraised valuations, the new 2013 effective tax rate of \$0.624101 is lower than the 2012 actual tax rate which is \$0.665232. She stated that the debt service rate will decrease as the city recently refinanced its debt. She presented three options for adoption of the 2013 tax rate, as shown on Attachment A, with a staff recommendation to adopt Option 3. This option which will result in a tax rate of \$0.651229 per hundred This proposal retains the same O&M rate but decreases the debt service rate. If Council chooses this option, two public hearings on the proposed tax rate will be required. This option will result in a surplus in the General Fund operating Budget.

Motion was made by Councilor Davis and seconded by Councilor Kolupski

To adopt Option 3 as presented by staff for a 2013 tax rate of \$0.651229 per hundred valuation.

Ayes: Royal, Davis, Giangrosso, Johnson, Kolupski.

Abstain: Holbrook.

MOTION CARRIED BY MAJORITY VOTE.

2.2 Conduct a budget work session to review the proposed City of Seabrook budget for FY 2013/14. (Continued)

At this time, Council finished review of the General Fund, Enterprise Fund and Special Funds budgets and decision package requests in both the General and Enterprise Funds. Mr. Templin stated that the 2013/14 budget has a decrease of \$351,000 in the General Fund compared to the FY 2012/13 budget. Due to the selection of Option 3 concerning the tax rate, a reduction in CLEMC fees and a reduction in municipal court judges' salaries, Council will have approximately \$157,000 in discretionary funds in the FY 2013/2014 General Fund Budget. Mr. Templin asked Council to consider using approximately \$143,000 of the anticipated excess in the General Fund to make a market adjustment to those employee positions that had been determined to be below market rate as compared to other municipalities in the area and also to pay a two percent cost of living adjustment. Mr. Templin stated that pay adjustments and cost of living increases had already been budgeted for Enterprise Fund employees. As the cost of new election equipment had increased, staff recommended purchase of the equipment from Reserves.

**Seabrook City Council Special Meeting
Minutes of August 27, 2013
Page 3**

Council again discussed the proposed SVFD budget and the possibility of a shortfall in the budget if El Lago refused to pay its portion of the budget. Mr. Templin stated that the SVFD's proposed budget had increased, whereas the city's total budget has decreased. Council did not take any action to increase the amount of \$830,672 budgeted for the SVFD in FY 2013/14.

Motion was made by Councilor Holbrook and seconded by Councilor Johnson

To pay approximately \$41,000 for the purchase of election equipment out of Reserves and use approximately \$143,000 in the General Fund to pay for the recommended salary adjustments and a two percent cost of living increase.

MOTION CARRIED BY UNANIMOUS CONSENT.

Motion was made by Councilor Holbrook and seconded by Councilor Davis

To approve the Enterprise Fund decision package requests:

902 Water Department

Water Rate Study \$35,000

Utility Crew F-350 Truck \$35,000

912- Sewer Department

F-450 Utility Mini Dump Truck \$37,000

MOTION CARRIED BY UNANIMOUS CONSENT.

2.3 Review/Establish future meeting dates and agenda items needed to adopt the budget and tax rate. (Council)

Council reviewed the schedule of upcoming meetings and determined that there will be a quorum at each meeting:

September 17, 2013 6:45 p.m. Crime Control & Prevention District public hearing and meeting concerning the budget.

September 17, 2013 7:00 p.m. Regular City Council meeting, including a public hearing and adoption of the budget.

September 24, 2013 6:00 p.m. Special City Council meeting to conduct the first required public hearing on the proposed tax rate.

October 1, 2013 7:00 p.m. Regular City Council meeting, including conducting the second required public hearing on the proposed tax rate.

Seabrook City Council Special Meeting
Minutes of August 27, 2013
Page 4

October 15, 2013 7:00 p.m. Regular City Council meeting, including
adoption of the 2013 Ad Valorem Tax rate.

Upon motion, Mayor Royal adjourned the meeting at 9:57 p.m.

Approved this 17th day of September 2013.

Glenn R. Royal, Mayor

Michele L. Glaser, TRMC
City Secretary

Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 1

The City Council of the City of Seabrook met in regular session on Tuesday, September 3, 2013 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

GLENN R. ROYAL	MAYOR
ROBERT LLORENTE	COUNCIL PLACE NO. 1
MIKE GIANROSSO	COUNCIL PLACE NO. 2
GARY JOHNSON	COUNCIL PLACE NO. 3
DON HOLBROOK.	COUNCIL PLACE NO. 4
THOM KOLUPSKI	COUNCIL PLACE NO. 5
LAURA DAVIS	COUNCIL PLACE NO. 6
KELLY TEMPLIN	CITY MANAGER
STEVE WEATHERED	CITY ATTORNEY
MICHELE L. GLASER	CITY SECRETARY

Mayor Royal called the meeting to order at 7:00 p.m. and led the audience in the United States and Texas Pledge of Alliance.

1.0 INTERVIEW CANDIDATES FOR VARIOUS BOARDS & COMMISSIONS

1.1 Interview candidates to fill the vacancy of a regular member on the Board of Adjustment, with a term ending January 31, 2014. (Council)

Council interviewed Herman Burton and Margaret Hunt.

2.0 PUBLIC COMMENTS AND ANNOUNCEMENTS - None

2.1 Mayor, City Council and/or members of the city staff may make announcements about city/community events. (Council)

Councilor Giangrosso announced several upcoming events.

3.0 CONSENT AGENDA

3.1 Approve the minutes of the August 20, 2013 special City Council meeting. (Glaser)

3.2 Approve the minutes of the August 20, 2013 regular City Council meeting. (Glaser)

3.3 Approve an interlocal agreement with Harris County for the administration and implementation of a Regional Watershed Protection Education Program. This agreement meets the TCEQ and EPA requirements of the MS4 permit and covers the fifth year of the five-year permit. (Padgett)

3.4 Approve second and final reading of proposed Ordinance No. 2013-13, Amendment to the Official Zoning Map to Rezone 12.21 Acres of Land East of Bayport Boulevard and

Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 2

**West of Old Highway 146 from C-2 (Medium Commercial) to L-I (Light Industrial.)
(Applicant/Landis)**

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SEABROOK WHICH IS PART OF THE SEABROOK CITY CODE OF ORDINANCES, APPENDIX A, "COMPREHENSIVE ZONING", ARTICLE 2, "ADMINISTRATION", SECTION 2.05, "OFFICIAL ZONING MAP", BY REZONING 12.21 ACRES OF TRACT 6J, A 16.9058 ACRE TRACT SITUATED IN ABSTRACT 52 OF THE RITSON MORRIS SURVEY, HARRIS COUNTY, TEXAS FROM C-2 MEDIUM COMMERCIAL DISTRICT TO LI LIGHT INDUSTRIAL DISTRICT AND REQUIRING THAT THE ZONING MAP BE AMENDED TO REFLECT THIS CHANGE.

THIS ORDINANCE PROVIDES FOR A PENALTY IN AN AMOUNT OF NOT MORE THAN \$2,000.00 FOR VIOLATION OF ANY PROVISIONS HEREOF BY INCLUSION INTO THE CODE; REPEALS ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDES FOR SEVERABILITY.

3.5 Approve second and final reading of Ordinance No. 2013-14, "Standards for Planned Unit Developments. (P&Z/Landis)

AN ORDINANCE AMENDING THE SEABROOK CITY CODE, APPENDIX A, "COMPREHENSIVE ZONING", ARTICLE 4 "SPECIAL USE REGULATIONS", SECTION 4.10, "PLANNED UNIT DEVELOPMENTS," BY REVISING SUBSECTION, 4.10.06(B) "PUD DESIGNATION PROCEDURE", 4.10.10 "DEVELOPMENT SCHEDULE", AND 4.10.11 "DISSOLUTION OF THE PUD"; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000 PER OFFENSE FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING FOR SEVERABILITY.

3.6 Approve second and final reading of proposed Ordinance No. 2013-15, "Sign Standards for Temporary Grand Opening Signs" (P&Z/Landis)

AN ORDINANCE AMENDING THE CODE OF THE CITY OF SEABROOK APPENDIX A, "COMPREHENSIVE ZONING", ARTICLE 6, "SIGN STANDARDS", SECTION 6.04 "EXEMPT SIGNS", BY AMENDING SUBSECTION 6.04.02 (C) "TEMPORARY GRAND OPENING SIGNAGE"; TO ALLOW CERTAIN WIND-DRIVEN SIGNS; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000 FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

3.7 Approve proposed Resolution No. 2013-14,"Updating Animal Control Fees." (Marshall)

Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 3

A RESOLUTION REPLACING RESOLUTION NO. 2000-14 BY PROVIDING FOR
LICENSE AND REGISTRATION FEES, POUND FEES, QUARANTINE FEES, FEES
AND ANIMAL ESTABLISHMENT PERMIT FEES; AND PROVIDING THAT
LICENSING FEES MAY BE PERIODICALLY WAIVED FOR SPECIAL PROGRAMS
CONDUCTED TO INDUCE CITIZENS TO HAVE THEIR PETS VACCINATED AND
REGISTERED WITH THE CITY.

3.8 Removed from the Consent Agenda.

Motion was made by Councilor Llorente and seconded by Councilor Johnson

To approve the Consent Agenda with the exception of Item 3.8.

MOTION CARRIED BY UNANIMOUS CONSENT.

END OF CONSENT AGENDA

**3.8 Approve a parade permit w/waiver of fees for the annual Toughest 10K run on
Saturday, September 21 from 7:30 to 9:30 a.m. beginning in Kemah, over the bridge to
Seabrook and back again. (Applicant)**

Motion was made by Councilor Davis and seconded by Councilor Giangrosso

To approve the event with the provision that all applicable public safety entities such as the
Seabrook Police Department, the Clear Lake Emergency Medical Corps (CLEMC) and the
Seabrook Volunteer Fire Department (SVFD) will be notified of these events.

Mrs. Glaser stated that she would send copies of special events/parade permit applications to
both CLEMC and the SVFD, in addition to the Police Department which already receives and
must sign off on all applications.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.0 NEW BUSINESS

**4.1 Consider and act upon a proposed tax rate of \$.651229/\$100 for FY 2013/14 and
placement of a proposal to adopt this proposed tax rate on the agenda of a future
meeting. A record vote is required. (Templin/Lab)**

Motion was made by Councilor Holbrook and seconded by Councilor Kolupski

To approve the proposed tax rate of \$.651229/\$100 for FY 2013/14 and place a proposal to
adopt this proposed tax rate on the agenda of a future meeting.

Mayor Royal conducted a roll call vote.

Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 4

Ayes: Davis, Llorente, Giangrosso, Johnson, Holbrook, Kolupski, Royal.

Nays: No one.

Abstain: No one.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.2 Consider and approve dates for two (2) public hearings on the City of Seabrook's proposed tax rate as it is in excess of the effective tax rate of .630958/\$100. (Templin/Lab)

Finance Officer, Pam Lab stated that she would like to hold the two required public hearings on the tax rate on September 24 (special meeting) and October 1 (regular meeting.) She verified that a quorum would be present at both meetings. Adoption of the tax rate would take place on October 15.

Motion was made by Councilor Holbrook and seconded by Councilor Kolupski

To approve holding the two required public hearings on September 24, 2013 at 6:00 p.m. and on October 1, 2013 at 7:00 p.m.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.3 Consider approval of first reading of Ordinance No. 2013-16, TMRS Annual Repeating Annuity Change from 70 percent to 30 percent effective January 1, 2014. (Cook)

AN ORDINANCE PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY OF SEABROOK , AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.

Motion was made by Councilor Giangrosso and seconded by Councilor Llorente

To approve proposed Ordinance No. 2013-16 on first reading with the reading of the caption serving as the reading of the ordinance.

Mr. Templin stated that the COLA reduction for retirees will save approximately \$254,000 in the 2013/14 budget.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.4 Consider appointment of a Board of Adjustment member with a term ending January 21, 2014. (Council)

Mayor Royal opened the floor for nominations.

Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 5

Councilor Kolupski nominated Herman Burton. Councilor Llorente nominated Margaret Hunt.

Voting for Herman Burton were Councilor Kolupski and Mayor Royal.
Voting for Margaret Hunt were Councilors Davis, Giangrosso, Holbrook, Johnson and Llorente.

Mayor Royal announced that Ms. Hunt had been appointed by majority vote.

4.5 Consider purchase of election equipment from Hart Intercivic. Purchase cost for new equipment is approximately \$42,162. Purchase cost for refurbished equipment is approximately \$32,228. Recommend that purchase is funded through Reserve Funds. Purchase of equipment is necessary as Harris County can no longer lease equipment to cities in May of even numbered years. (Glaser)

Mrs. Glaser stated that the proposal was for equipment identical to the equipment leased from Harris County in previous elections. In answer to questions from Council, Mrs. Glaser stated that the failure of the election equipment from another vendor (Election Systems) used in the 2012 election was because of failure in service, not a problem in the hardware. She stated that the city had not experienced any problems with Hart equipment or services.

Motion was made by Councilor Llorente and seconded by Councilor Davis

To approve the purchase of refurbished equipment in the approximate amount of \$32,228.

Councilor Johnson and Councilor Kolupski recommended purchasing new equipment as the warranty for new equipment was three years, while the warranty for refurbished equipment was only for 3 months.

Motion was made by Councilor Holbrook and seconded by Councilor Giangrosso

To amend the original motion to approve the purchase of new election equipment from Reserve Funds at the approximate cost of \$42,162, contingent upon review of the warranty by the IT Director, George Szakacs.

AMENDMENT CARRIED BY UNANIMOUS CONSENT.

Mayor Royal then called for a vote on the original motion as amended.

MOTION CARRIED BY UNANIMOUS CONSENT.

Mrs. Glaser thanked Council for approving the equipment.

Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 6

4.6 Consider whether to nominate Ed Heathcott as a candidate to represent small cities and towns for the Harris County Appraisal District Board. Mr. Heathcott's third term expires on December 31, 2013. (Royal)

Motion was made by Councilor Holbrook and seconded by Councilor Llorente

To approve the nomination of Ed Heathcott.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.7 Consider whether to nominate Jim Edwards as representative to the Subsidence District Board. Mayor Mark Denman of Nassau Bay sent a letter recommending Mr. Edwards to fill the vacancy left by Jodi Norris. (Royal)

Motion was made by Councilor Davis and seconded by Councilor Johnson

To approve the nomination of Jim Edwards.

Councilor Holbrook stated that he would like to have more information concerning the nominee before making a decision.

Motion was made by Councilor Holbrook

To table this item.

MOTION TO TABLE FAILED DUE TO LACK OF A SECOND.

Royal called for a vote on the original motion to nominate Mr. Edwards.

Ayes: Royal, Davis, Giangrosso, Johnson, Llorente.

Abstain: Holbrook, Kolupski.

MOTION CARRIED BY MAJORITY VOTE.

5.0 ROUTINE BUSINESS

5.1 Consider approval of the Action Items Checklist which is attached and made a part of this agenda. (Council)

Councilor Holbrook recommended removing Item 10 concerning the interview of board applicants for expiring terms as this was an ongoing event. Councilor Holbrook also asked for an update on Item 2 concerning Carothers Gardens at the next regular meeting.

Motion was made by Councilor Holbrook and seconded by Councilor Davis

To approve the Checklist with the changes listed above.

**Seabrook City Council Regular Meeting
Minutes of September 3, 2013
Page 7**

MOTION CARRIED BY UNANIMOUS CONSENT.

5.2 Establish future meeting dates and agenda items. (Council)

The following announcements were made:

- 1) There will be no special meeting on September 10;
- 2) The Crime Control & Prevention District budget public hearing will be held on September 17 at **6:45 p.m.** Council serves as the Board of Directors of the Crime Control and Prevention District; and
- 3) A special meeting and first of the required public hearing on the proposed tax rate will be held on September 24 at **6:00 p.m.**

Upon motion, Mayor Royal adjourned the meeting at 7:58 p.m.

Approved this 17th day of September 2013.

Glenn R. Royal, Mayor

Michele L. Glaser, TRMC
City Secretary



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, SEPTEMBER 17, 2013

Submitter/Requestor: Cook

Date Submitted: 9/5/2013 11:18:15 AM

Presenter:

Description/Subject:

This TMRS Ordinance reduces the Annuitant COLA from 70% to 30% effective on January 1, 2014.

Purpose/Need: NA

Background/Issue(What prompted this need):

Currently, the City of Seabrook has an annual repeating COLA for annuitants for 70%. This Annuity Increase benefits retirees during periods of high inflation by acting like a raise to counter effects of inflation.

During the budget review process for FY 2013-14, a plan study was requested of TMRS to review options of decreasing the city's contribution rate. After discussions during the staff budget meetings, the recommendation was sent to council for a reduction on the COLA from 70% to 30%.

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

(Please list description of attachments and number of pages in each attachment)

oRD. No. 2013-16 TMRS

Fiscal Impact:	Budgeted	Yes	Finance	Officer
	Budget Amendment Required	No	Review:	
	Future/Ongoing Impact	Yes		

Budget Dept/Line Item Number

Funding Comments:

This adopted ordinance is projected to change the city contribution rate from 19.94% to 14.69% effective January 1, 2014, and the change has been calculated into the Proposed City of Seabrook Budget for FY 2013-14.

Where on the agenda should this item be placed?

Consent Agenda

Suggested Motion:

Approve the first reading of Ordinance 2013-16, TMRS Annual Repeating Annuity Change from 70% to 30% effective January 1, 2014.

Agenda Language:

Approve second and final reading of Ordinance No. 2013-16, TMRS Annual Repeating Annuity Change from 70% to 30% effective January 1, 2014. (Cook)

AN ORDINANCE PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY OF SEABROOK , AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.

City Manager Review:

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances)

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

ORDINANCE 2013 -16
TEXAS MUNICIPAL RETIREMENT SYSTEM
REPEATING ANNUITY CHANGE FROM 70 PERCENT TO 30 PERCENT
EFFECTIVE ON JANUARY 1, 2014

AN ORDINANCE PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY OF SEABROOK , AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

SECTION 1. Increase in Retirement Annuities.

(a) On the terms and conditions set out in Sections 854.203 and 853.404 of Subtitle G of Title 8, Government Code, as amended (hereinafter referred to as the "TMRS Act"), the City hereby elects to allow and to provide for payment of the increases below stated in monthly benefits payable by the System to retired employees and to beneficiaries of deceased employees of the City under current service annuities and prior service annuities arising from service by such employees to the City. An annuity increased under this section replaces any annuity or increased annuity previously granted to the same person.

(b) The amount of the annuity increase under this section is computed as the sum of the prior service and current service annuities on the effective date of retirement of the person on whose service the annuities are based, multiplied by **30%** of the percentage change in Consumer Price Index for All Urban Consumers, from December of the year immediately preceding the effective date of the person's retirement to the December that is 13 months before the effective date of the increase under this Section.

(c) An increase in an annuity that was reduced because of an option selection is reducible in the same proportion and in the same manner that the original annuity was reduced.

(d) If a computation hereunder does not result in an increase in the amount of an annuity, the amount of the annuity will not be changed hereunder.

(e) The amount by which an increase under this Section exceeds all previously granted increases to an annuitant is an obligation of the City and of its account in the Benefit Accumulation Fund of the System.

SECTION 2. Dates of Increases.

The initial increase in retirement annuities hereunder shall be effective on **January 1, 2014**, subject to approval by the Board of Trustees of the System. An increase in retirement annuities shall be made hereunder on January 1 of each subsequent year until this ordinance ceases to be in effect under subsection (e) of Section 853.404 of the TMRS Act, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in subsection (d) of Section 853.404 of the TMRS Act, and provided further that, as to such subsequent year, the City has an ordinance in effect that provides for a simultaneous increase in updated service credits as that term is used in the TMRS Act.

SECTION 3. Effective Date.

Subject to approval by the Board of Trustees of the System, this ordinance shall be and become effective on the **1st day of January 2014.**

PASSED AND APPROVED on first reading this 3RD day of September 2013.

PASSED AND APPROVED on second and final reading this 17TH day of September 2013

BY: _____
GLENN R. ROYAL, MAYOR

ATTEST:

BY: _____
MICHELE L. GLASER, TRMC
CITY SECRETARY

APPROVED AS TO FORM:

STEVEN L. WEATHERED\
CITY ATTORNEY



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, SEPTEMBER 17, 2013

Submitter/Requestor: Pam Lab

Date Submitted: 9/3/2013 8:58:50 AM

Presenter:

Description/Subject:

In compliance with Chapter 2256 of the Government Code, the Public Funds Investment Act, the City's investment policy must be reviewed and adopted annually.

Purpose/Need: Policy Issue

Background/Issue(What prompted this need):

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

(Please list description of attachments and number of pages in each attachment)

Resolution No. 2013-17

Exhibit A

**Fiscal
Impact:**

Budgeted

No

Finance Officer Review:

Budget Amendment Required

No

Future/Ongoing Impact

No

Budget Dept/Line Item Number

Funding Comments:

Where on the agenda should this item be placed?

Consent Agenda

Suggested Motion:

To approve the Investment Policy by adopting Resolution No. 2013-17

Agenda Language:

Approve proposed Resolution No. 2013-17, "Adoption of the City's Investment Policy." (Lab)

A RESOLUTION ADOPTING THE INVESTMENT POLICY FOR THE CITY OF SEABROOK IN ACCORDANCE WITH STATE LAW AND THE PUBLIC FUNDS INVESTMENT ACT (PFIA).

City Manager Review:

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances)

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

CITY OF SEABROOK
RESOLUTION NO. 2013-17
ADOPTION OF THE CITY'S INVESTMENT POLICY

A RESOLUTION ADOPTING THE INVESTMENT POLICY FOR THE CITY OF SEABROOK IN ACCORDANCE WITH STATE LAW AND THE PUBLIC FUNDS INVESTMENT ACT (PFIA).

WHEREAS, the City of Seabrook's Investment Policy has been approved each year as part of its Budget; and

WHEREAS, the PFIA requires each City to adopt its Investment Policy as a separate document; and

WHEREAS, the PFIA requires an annual review, now, therefore

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SEABROOK,
STATE OF TEXAS:

That the City of Seabrook hereby formally adopts an Investment Policy as shown on Exhibit A which is hereby attached and made part of this resolution.

AND IT IS SO ORDERED

PASSED, APPROVED AND ADOPTED THIS 17th DAY OF SEPTEMBER,
2013.

Glenn R. Royal, Mayor

ATTEST:

Michele L. Glaser, TRMC
City Secretary

City of Seabrook Investment Policy

1. POLICY

It is the policy of the City of Seabrook (the "City") to invest public funds in a manner which will preserve the principal and maintain liquidity through limitations and diversification seeking the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

2. PURPOSE

The purpose of this investment policy is to comply with all the statutes governing the investment of the City's funds and Chapter 2256 of the Government Code ("Public Funds Investment Act") which requires the City to adopt a written investment policy regarding the investment of its funds and funds under its control. The policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

3. SCOPE

This investment policy applies to all financial assets of the City of Seabrook. These funds are accounted for in the City of Seabrook's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Enterprise Funds
- Debt Service Fund
- **Any new fund created by the City, unless specifically exempted from this Policy by the City Council or by law.**

The City may consolidate cash balances from various funds to maximize investment earnings.

Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

4. INVESTMENT STRATEGY BY FUND TYPE

- **Operating Funds:** Operating funds will have as their primary objective to assure that anticipated daily cash requirements are matched with adequate investment liquidity. The secondary objective is to create a portfolio that will minimize volatility during changing economic cycles. There should also be a marketability of the investment if the need arises to liquidate the investment before maturity.
- **Debt Service Funds:** Investment strategies for debt service funds shall have as their primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity which exceeds the debt service payment date or funds shall be maintained in an investment pool to be available for debt service payments.
- **Capital Project and Special Purpose Funds:** These funds will have as their primary objective to assure that anticipated cash outflows are matched with adequate investment liquidity. These portfolios should have liquid securities to allow for unanticipated project

expenditures or accelerated project outlays due to a better than expected or changed construction schedule. The stated final maturity dates of securities held should not exceed the estimated project completion date.

5. **PRUDENCE**

Investments shall be made with judgment and care-under circumstances then prevailing-which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable income to be derived.

- The standard of prudence to be used by investment officials shall be the "Prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.
- The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

6. **OBJECTIVE**

The primary objectives, in priority order of the City of Seabrook's investment activities shall be:

- **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the City of Seabrook shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- **Liquidity:** The City of Seabrook's investment portfolio will remain sufficiently liquid to enable the City of Seabrook to meet all operating requirements which might be reasonably anticipated.
- **Public Trust:** All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment Officials shall avoid any transaction that might impair public confidence in the City's ability to govern effectively. The governing body recognizes that in a diversified portfolio, occasional measured losses due to market volatility are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.
- **Return of Investment:** The City of Seabrook's investment portfolio shall be designed with the objective of attaining a rate of return throughout the budgetary and economic cycles, commensurate with the City of Seabrook's investment risk constraints and the cash flow characteristics of the portfolio.

7. DELEGATION OF AUTHORITY

Authority to manage the City of Seabrook's investment program is derived from the following: Ordinances, Resolutions and other acts of Council. Management responsibility for the investment program is hereby delegated to the Investment Officer, who shall establish written procedures for the operation of the investment program consistent with this policy.

8. TRAINING

Investment Officers shall attend at least one investment training session within 12 months after taking office or assuming duties, and shall attend an investment training session not less than once in a two-year period and receive not less than 10 hours of instruction relating to investment responsibilities from an independent source to insure the quality and capability of investment management in compliance with Public Funds Investment Act. For the purposes of this policy, an "independent source" is defined as a professional organization, an institute of higher learning or any other sponsor other than a Business Organization with whom the City may engage in investment transactions. Independent sources that may provide investment training include the Government Treasurer's Organization of Texas, the University of North Texas, the Government Finance Officers Association of Texas, or the Texas Municipal League. Training shall be in accordance with the Public Funds Investment Act and shall include education in investment controls, security risks, market risks, and compliance with statutes governing the investment of public funds. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer. The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Finance Director is the designated Investment Officer.

9. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Council any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial or investment positions that could be related to the performance of the City of Seabrook, particularly with regard to the time of purchases and sales.

10. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Finance Officer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized by the State of Texas. They may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Officer with the following: audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of state registration and certification of having read the City of Seabrook's investment policy and depository contracts.

An annual review of financial condition and registrations of qualified bidders will be conducted by the Finance Officer.

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City of Seabrook invests.

11. AUTHORIZED AND SUITABLE INVESTMENTS

The City of Seabrook is empowered by statute to invest in the following types of securities:

- U.S. Treasury Bills, Notes or Bonds, and other securities which are guaranteed as to principal and interest by the full faith and credit of the State of Texas or the United States of America or their respective agencies and instrumentalities.
- Collateralized or fully insured certificates of deposit and/or approved savings instruments at FDIC insured banks in the State of Texas, consistent with the City's current bank depository agreement.
- Repurchase agreements, if secured by U.S. Treasury Bills, Notes or Bonds
- Public Funds Investment Pool as set forth under the Interlocal Corporation Act, Article 4413 (34C).

12. PROCUREMENT

Authorized investments may be made only after competitive bids are solicited from at least three sources, with the exception of a) transactions with local government investment pools, and b) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution.

13. MONITORING

Monitoring shall be conducted quarterly when investment reports are compiled to ensure investments are in compliance with credit rating requirements according to PFIA and the liquidation of such investments if the minimum rating during this period is not satisfied.

Affected obligations under "Authorized and Suitable Investments" in this policy and their minimum rating requirements are:

- **Investment Pools:** Rated not less than AAA or an equivalent rating by at least one nationally recognized rating service.

11. COLLATERALIZATION

Collateralization will be required on three types of investments: certificates of deposit, other approved savings instruments at an FDIC insured bank and repurchase (and reverse) agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest.

The City of Seabrook chooses to limit collateral to the following:

- Obligations of the United States or its agencies and instrumentalities;
- Direct obligations of the State of Texas or its agencies;
- Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the State of Texas or the United States;
- Obligations of states, agencies, counties, cities and other political subdivisions of any state having been rated as investment quality by nationally recognized investment rating firms and having received a rating of not less than "A" or its equivalent.
- Certificates of deposit issued by state and national banks domiciled in this state that are:
 - Guaranteed or insured by the Federal Deposit Insurance Corporation or its successor; or

Resolution 2013-17, Exhibit A

- Secured by obligations that are described by subdivisions A-D of this subsection, which are intended to include all direct agency or instrumentality issued mortgage-backed securities rated “AAA” by a nationally recognized rating agency and that have a market value of not less than the principal amount of the certificate;
- Fully collateralized direct repurchase agreements having a defined termination date, secured by obligations described in subdivision 1 of this subsection, pledged with a third party selected or approved by the City of Seabrook and placed through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in this state;
- Certificates of deposit issued by savings and loan associations domiciled in this state that are:
 - Guaranteed or insured by the Federal Savings and Loan Insurance Corporation or its successor; or
 - Secured by obligations that are described by subdivisions A-D of this subsection which are intended to include all direct federal agencies or instrumentality issued mortgage-backed securities that have a market value of not less than the principal amount of the certificates; and
- Such other investments as may be authorized by Texas Revised Civil Statutes, article 842a -2, as amended.

12. SAFEKEEPING AND CUSTODY

All security transactions including collateral for repurchase agreements, entered into by the City of Seabrook shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Finance Director and evidenced by safekeeping receipts.

13. DIVERSIFICATION

The City of Seabrook will diversify its investments by security type and institution. With the exception of U.S. Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution. The City may invest up to 100% of its investment portfolio in U.S. Treasury securities, CD's and authorized investment pools.

14. MAXIMUM MATURITIES

To the extent possible, the City of Seabrook will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than two (2) years from the date of purchase. However, the City may collateralize its repurchase agreements using longer dated investments not to exceed five (5) years to maturity.

Reserve funds may be invested in securities exceeding two (2) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

15. INTERNAL CONTROL

The Finance Officer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees or Investment Officers of the City. Controls and managerial emphasis deemed most important that shall be employed where practical are:

Resolution 2013-17, Exhibit A

- Control of collusion.
- Separation of duties.
- Separation of transaction authority from accounting and record keeping.
- Custodian safekeeping receipts records management.
- Avoidance of physical delivery securities.
- Clear delegation of authority.
- Documentation on investment bidding events.
- Written confirmation of telephone transactions.
- Reconciliation and comparisons of security receipts with the investment subsidiary records.
- Compliance with investment policies.
- Accurate and timely reports.
- Validation of investment maturity decisions with supporting cash flow data.
- Adequate training and development of Investment Officers.
- Verification of all interest income and security purchase as sell computations.
- Review of financial condition of all brokers, dealers and depository institutions.
- Staying informed about market conditions, changes, and trends that require adjustments in investment strategies.

16. PERFORMANCE STANDARD

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

17. PERFORMANCE BENCHMARK

The City of Seabrook's investment strategy is passive. Given this strategy, the basis used by the Finance Officer to determine whether market yields are being achieved, shall be by the (e.g. six-month U.S. Treasury Bill and the average Fed Funds rate.)

18. REPORTING

The Director of Finance is charged with the responsibility of submitting to City Council a report no less than quarterly detailing the investment activity and returns for all funds and investments.

Reports will:

- Describe in detail the investment position of the entity on the date of the report;
- Be prepared and signed by all investment officers of the entity;
- Contain a summary statement of each pooled fund group that states the beginning and ending market value for the reporting period and fully accrued interest.
- State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
- State the maturity date of each separately invested asset that has a maturity date;
- State the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and
- State the compliance of the investment portfolio as it relates to the investment strategy stated in the City's investment policy and relevant provisions of the Public Funds Investment Act.

**CITY OF SEABROOK
RESOLUTION NO. 2013-18
DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL (H-GAC)
2014 GENERAL ASSEMBLY**

A RESOLUTION FORMALLY APPOINTING AND DESIGNATING MAYOR GLENN R. ROYAL AS REPRESENTATIVE AND COUNCILOR ROBERT LLORENTE AS ALTERNATE TO THE H-GAC 2013 GENERAL ASSEMBLY AS APPROVED BY CITY COUNCIL ON JUNE 4, 2013

WHEREAS, the City Council appointed Mayor Glenn R. Royal as Representative and Councilor Robert Llorente as Alternate to the Houston-Galveston Area Council 2013 General Assembly on June 4, 2013; now, therefore,

BE IT RESOLVED, by the Council of the City of Seabrook, State of Texas:

THAT, Mayor Glenn R. Royal be, and is hereby designated as its Representative to the General Assembly of the Houston-Galveston Area Council for the year 2014.

FURTHER, that the Official Alternate authorized to serve as the voting representative should be hereinabove named representative become ineligible, or should he resign, is **Councilor Robert Llorente**.

THAT, the Executive Director of the Houston-Galveston Area Council be notified of the designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this 17th day of September, 2013.

APPROVED:

Glenn R. Royal, Mayor

ATTEST:

Michele L. Glaser, TRMC
City Secretary



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, SEPTEMBER 17, 2013

Submitter/Requestor: Pam Lab

Date Submitted: 9/4/2013 3:33:49 PM

Presenter:

Description/Subject:

Write off delinquent utility bills for 9/30/10 and before in the amount of \$9,038.98

Purpose/Need: NA

Background/Issue(What prompted this need):

There are 110 accounts that became delinquent on or before 9/30/2010. In 2012 we wrote off accounts that were delinquent as of 9/30/08 and stated at that time we would be writing off 2 more years in 2013 and then 1 year annually beginning in 2014. We had allowed these accounts to be delinquent longer than normal because many were the result of Hurricane Ike and held the possibility of reactivation.

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

(Please list description of attachments and number of pages in each attachment)

Write Off Register 2012-2013

**Fiscal
Impact:**

Budgeted

No

Finance Officer Review:

Budget Amendment Required No

Future/Ongoing Impact No

Budget Dept/Line Item Number 912-5465

Funding Comments:

This is typically a non-budgeted item. The excess funds in water and sewer will be sufficient to cover the transfer without a budget amendment.

Where on the agenda should this item be placed?

Consent Agenda

Suggested Motion:

To authorize the write-off of \$9,038.98 in bad debt and to authorize the transfer of funds from 912-5465 in the amount of \$20,000 to replenish Allowance for Doubtful Accounts - line item number 020-0112

Agenda Language:

Authorize the write-off of \$9,038.98 in bad debt and also authorize the transfer of funds from 912-5465 in the amount of \$20,000 to replenish Allowance for Doubtful Accounts - line item number 020-0112. (Lab)

City Manager Review:

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances)

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

G/L POSTING DATE: 9/04/2013

** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 1 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

IFLAG ACCOUNT: YES

ACCOUNT NO	===== NAME =====	BALANCE	LAST BILL						
01-0170-02-0	MURPHY, JERI	67.43	100-WATER	14.99	200-SEWER	27.58	400-SAN. R	21.67	
** LAST PAYMENT MADE: 12/07/2009		1/15/2010	700-SALES	1.78	850-PENALT	1.41			
01-0200-03-0	HOWARD, DONALD & FAY	10.40	100-WATER	2.08	200-SEWER	4.15	400-SAN. R	3.85	
** LAST PAYMENT MADE: 10/07/2008		10/15/2008	700-SALES	0.32					
01-0360-02-0	SPINX CONSULTING, INC.	107.77	100-WATER	13.26	200-SEWER	26.48	400-SAN. R	59.74	
** LAST PAYMENT MADE: 3/10/2009		5/15/2009	700-SALES	4.94	850-PENALT	3.35			
01-0470-03-0	CASTLEROCK INVESTMENTS	3.48	100-WATER	3.48					
** LAST PAYMENT MADE: 10/24/2005		3/15/2006							
01-0630-01-0	MERLION RESTAURANT	94.89	100-WATER	20.64	200-SEWER	40.13	400-SAN. R	25.50	
** LAST PAYMENT MADE: 3/02/2009		10/15/2008	700-SALES	2.10	850-PENALT	6.52			
01-0680-05-0	JOHNSON, GLENDA	43.52	100-WATER	14.52	200-SEWER	29.00			
** LAST PAYMENT MADE: 11/04/2008		12/15/2008							
01-0940-01-0	TEXAS GENERAL STORE	91.74	100-WATER	8.74	200-SEWER	17.46	400-SAN. R	37.45	
** LAST PAYMENT MADE: 11/18/2008		11/15/2008	700-SALES	3.09	850-PENALT	25.00			
01-1025-00-0	LUNA CONSTRUCTION CO	0.68	100-WATER	0.68					
** LAST PAYMENT MADE: 4/03/2008		4/15/2008							
01-1040-05-0	SUN FUN WATERSPORTS	264.79	100-WATER	90.93	200-SEWER	65.95	400-SAN. R	74.21	
** LAST PAYMENT MADE: 10/29/2009		11/15/2009	700-SALES	6.13	850-PENALT	27.57			
01-1100-02-0	DULANEY, DONALD	200.71	100-WATER	70.99	200-SEWER	82.08	400-SAN. R	39.19	
** LAST PAYMENT MADE: 0/00/0000		10/15/2010	700-SALES	3.23	850-PENALT	5.22			
01-1270-06-0	HYDEN, DEE DEE	31.14	100-WATER	8.20	200-SEWER	13.95	400-SAN. R	8.30	
** LAST PAYMENT MADE: 0/00/0000		7/15/2008	700-SALES	0.69					
01-1270-07-0	PRECIADO, LISA	97.41	100-WATER	19.49	200-SEWER	35.97	400-SAN. R	29.23	
** LAST PAYMENT MADE: 2/09/2010		3/15/2010	700-SALES	2.41	850-PENALT	10.31			
02-0090-01-0	LANMARC CONSTRUCTION	19.30	100-WATER	18.31	850-PENALT	0.99			
** LAST PAYMENT MADE: 0/00/0000		4/15/2010							
02-0390-04-0	JOSHUA DADE HOMES	44.27	100-WATER	44.27					
** LAST PAYMENT MADE: 0/00/0000		9/15/2009							
02-0760-03-0	WONACOTT, ROBERT	72.31	100-WATER	13.85	200-SEWER	27.70	400-SAN. R	27.04	
** LAST PAYMENT MADE: 8/17/2010		7/15/2010	700-SALES	2.23	850-PENALT	1.49			
02-0976-02-0	COOPER, WADE	65.42	100-WATER	20.13	200-SEWER	30.27	400-SAN. R	13.87	
** LAST PAYMENT MADE: 4/15/2009		5/15/2009	700-SALES	1.15					
02-1140-04-0	DUONG, LINH	4.05	100-WATER	0.77	200-SEWER	1.52	400-SAN. R	1.42	
** LAST PAYMENT MADE: 0/00/0000		8/15/2009	700-SALES	0.12	850-PENALT	0.22			
02-1180-04-0	PAIT, SHANNON	63.39	100-WATER	14.38	200-SEWER	26.10	400-SAN. R	19.77	
** LAST PAYMENT MADE: 7/02/2009		8/15/2009	700-SALES	1.63	850-PENALT	1.51			

G/L POSTING DATE: 9/04/2013

** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 2 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

IFLAG ACCOUNT: YES

ACCOUNT NO	NAME	BALANCE	LAST BILL						
02-1250-00-0	RINE, BOB	4.43	100-WATER	1.00	200-SEWER	1.85	400-SAN. R	1.46	
** LAST PAYMENT MADE:	9/09/2009	10/15/2009	700-SALES	0.12					
02-1530-10-0	SMITH, RICHARD/KAREN	15.34	100-WATER	3.51	200-SEWER	6.37	400-SAN. R	5.05	
** LAST PAYMENT MADE:	0/00/0000	5/15/2010	700-SALES	0.41					
02-1530-11-0	LATTNER, JASON/KELLY	79.57	100-WATER	17.22	200-SEWER	31.52	400-SAN. R	25.32	
** LAST PAYMENT MADE:	0/00/0000	10/15/2010	700-SALES	2.10	850-PENALT	3.41			
02-1550-00-0	AGIDIUS, PAULA L	44.18	100-WATER	8.66	200-SEWER	17.28	400-SAN. R	16.85	
** LAST PAYMENT MADE:	2/17/2009	3/15/2009	700-SALES	1.39					
02-1555-04-0	SHAIQ, JALAL	64.84	100-WATER	12.84	200-SEWER	25.14	400-SAN. R	23.51	
** LAST PAYMENT MADE:	0/00/0000	5/15/2010	700-SALES	1.94	850-PENALT	1.41			
02-1680-06-0	WALKER, VICKI	187.02	100-WATER	26.74	200-SEWER	53.42	400-SAN. R	48.60	
** LAST PAYMENT MADE:	1/16/2009	1/15/2009	700-SALES	4.02	850-PENALT	54.24			
02-1899-00-0	TEXAS HOME CONSTRUCTION	69.19	100-WATER	66.10	850-PENALT	3.09			
** LAST PAYMENT MADE:	0/00/0000	10/15/2009							
02-1903-02-0	BURKE, MICHAEL	194.48	100-WATER	81.63	200-SEWER	74.68	400-SAN. R	30.78	
** LAST PAYMENT MADE:	4/22/2009	6/15/2009	700-SALES	2.54	850-PENALT	4.85			
02-1907-04-0	RILEY, ROBERT	12.80	100-WATER	4.84	200-SEWER	3.87	400-SAN. R	3.78	
** LAST PAYMENT MADE:	6/14/2010	7/15/2010	700-SALES	0.31					
02-2000-02-0	DOMINQUEZ, ALICIA	56.60	100-WATER	18.41	200-SEWER	27.57	400-SAN. R	9.81	
** LAST PAYMENT MADE:	10/03/2008	10/15/2008	700-SALES	0.81					
02-2580-01-0	SEA HOMES, LLC	7.70	100-WATER	7.70					
** LAST PAYMENT MADE:	3/12/2010	5/15/2010							
02-2623-00-0	ROBERTSON HOMES	131.39	100-WATER	125.32	850-PENALT	6.07			
** LAST PAYMENT MADE:	9/23/2009	11/15/2009							
03-0130-08-0	GARRETT, LAURA	143.90	100-WATER	35.56	200-SEWER	61.22	400-SAN. R	39.83	
** LAST PAYMENT MADE:	10/29/2009	12/15/2009	700-SALES	3.29	850-PENALT	4.00			
03-0170-07-0	RAMIREZ, PAUL	37.78	100-WATER	7.99	200-SEWER	14.75	400-SAN. R	12.09	
** LAST PAYMENT MADE:	8/31/2010	10/15/2010	700-SALES	1.00	850-PENALT	1.95			
03-0290-02-0	ORDONEZ, NIJOLE	30.77	100-WATER	6.24	200-SEWER	12.02	400-SAN. R	10.53	
** LAST PAYMENT MADE:	1/29/2009	3/15/2009	700-SALES	0.87	850-PENALT	1.11			
03-0440-02-0	BALDEN, MAUREEN	0.39	100-WATER	0.11	200-SEWER	0.18	400-SAN. R	0.09	
** LAST PAYMENT MADE:	8/11/2009	8/15/2009	700-SALES	0.01					
03-0810-04-0	SOLIS, JASON W	181.71	100-WATER	38.26	200-SEWER	65.31	400-SAN. R	43.06	
** LAST PAYMENT MADE:	5/04/2009	5/15/2009	700-SALES	3.56	850-PENALT	31.52			
03-0810-05-0	HARMS, CORAL	137.17	100-WATER	35.71	200-SEWER	59.47	400-SAN. R	34.58	
** LAST PAYMENT MADE:	11/17/2009	1/15/2010	700-SALES	2.85	850-PENALT	4.56			

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** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 3 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

IFLAG ACCOUNT: YES

ACCOUNT NO	NAME	BALANCE	LAST BILL						
03-1040-08-0	GORDON, ALEX	144.86	100-WATER	39.55	200-SEWER	63.83	400-SAN. R	32.75	
** LAST PAYMENT MADE:	7/28/2009	9/15/2009	700-SALES	2.70	850-PENALT	6.03			
03-1040-09-0	PRICE, WILLIAM	115.01	100-WATER	39.39	200-SEWER	48.22	400-SAN. R	23.88	
** LAST PAYMENT MADE:	0/00/0000	12/15/2009	700-SALES	1.97	850-PENALT	1.55			
03-1680-00-0	BREWER, JOHN C	23.06	100-WATER	4.51	200-SEWER	9.02	400-SAN. R	8.80	
** LAST PAYMENT MADE:	1/28/2009	2/15/2009	700-SALES	0.73					
03-2030-00-0	KEECH, C. M.	22.57	100-WATER	8.25	200-SEWER	14.32			
** LAST PAYMENT MADE:	11/26/2008	10/15/2008							
03-2100-02-0	HUETTENBERGER, DARLENE	114.54	100-WATER	30.63	200-SEWER	50.19	400-SAN. R	27.40	
** LAST PAYMENT MADE:	0/00/0000	11/15/2009	700-SALES	2.26	850-PENALT	4.06			
03-2120-10-0	LONGORIA, DAISY	36.55	100-WATER	7.19	200-SEWER	14.24	400-SAN. R	12.72	
** LAST PAYMENT MADE:	0/00/0000	12/15/2008	700-SALES	1.05	850-PENALT	1.35			
03-2120-11-0	SCARSDALE PROPERTIES,II,LLC	65.98	100-WATER	12.71	200-SEWER	25.40	400-SAN. R	23.83	
** LAST PAYMENT MADE:	6/08/2009	8/15/2009	700-SALES	1.96	850-PENALT	2.08			
03-2160-01-0	SCARSDALE PROPERTIES III,LLC	12.46	100-WATER	2.48	200-SEWER	4.95	400-SAN. R	4.65	
** LAST PAYMENT MADE:	6/09/2009	7/15/2009	700-SALES	0.38					
03-2200-00-0	BUNYARD, JAMES	19.21	100-WATER	6.41	200-SEWER	12.80			
** LAST PAYMENT MADE:	11/16/2008	10/15/2008							
04-0230-01-0	SCHUETZ, JOSHUA & GLENDA	114.99	100-WATER	25.27	200-SEWER	46.31	400-SAN. R	36.45	
** LAST PAYMENT MADE:	5/18/2009	7/15/2009	700-SALES	3.01	850-PENALT	3.95			
04-0290-06-0	CAVANAUGH, KELLY/WILLIAM	98.29	100-WATER	25.37	200-SEWER	42.04	400-SAN. R	24.79	
** LAST PAYMENT MADE:	3/01/2010	4/15/2010	700-SALES	2.05	850-PENALT	4.04			
04-0590-02-0	KITTLEY, TSUKIKO	47.31	100-WATER	15.03	200-SEWER	30.01	850-PENALT	2.27	
** LAST PAYMENT MADE:	3/16/2009	6/15/2009							
04-0730-06-0	WHITNEY, WILLIAM	296.90	100-WATER	108.33	200-SEWER	132.87	400-SAN. R	40.86	
** LAST PAYMENT MADE:	7/29/2010	8/15/2010	700-SALES	3.37	850-PENALT	11.47			
04-0900-06-0	FRANCOIS, IDELLA	220.15	100-WATER	67.46	200-SEWER	100.31	400-SAN. R	38.13	
** LAST PAYMENT MADE:	1/28/2009	3/15/2009	700-SALES	3.15	850-PENALT	11.10			
04-0900-07-0	BIRD, ERICA	143.91	100-WATER	38.14	200-SEWER	62.23	400-SAN. R	34.23	
** LAST PAYMENT MADE:	1/28/2010	3/15/2010	700-SALES	2.83	850-PENALT	6.48			
04-1430-01-0	GONZALEZ, LUIS/ROSALIA	5.27	100-WATER	1.06	200-SEWER	2.09	400-SAN. R	1.96	
** LAST PAYMENT MADE:	12/15/2009	1/15/2010	700-SALES	0.16					
04-2660-02-0	HARRISON, MICHAEL	29.48	100-WATER	6.63	200-SEWER	12.11	400-SAN. R	9.56	
** LAST PAYMENT MADE:	8/10/2009	10/15/2009	700-SALES	0.79	850-PENALT	0.39			
04-3180-01-0	REYES, DAVID	61.16	100-WATER	12.90	200-SEWER	24.24	400-SAN. R	20.77	
** LAST PAYMENT MADE:	0/00/0000	7/15/2010	700-SALES	1.71	850-PENALT	1.54			

G/L POSTING DATE: 9/04/2013

** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 4 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

IFLAG ACCOUNT: YES

ACCOUNT NO	NAME	BALANCE	LAST BILL					
04-3620-00-0	TAYLOR LAKE TOWNHOMES INC	189.58	100-WATER	189.58				
** LAST PAYMENT MADE:	9/24/2009	9/15/2009						
04-3675-00-0	TAYLOR LAKE TOWNHOMES INC	5.97	100-WATER	5.83	850-PENALT	0.14		
** LAST PAYMENT MADE:	10/16/2008	12/15/2008						
04-3680-00-0	TAYLOR LAKE TOWNHOMES INC	5.97	100-WATER	5.90	850-PENALT	0.07		
** LAST PAYMENT MADE:	10/16/2008	12/15/2008						
04-3720-00-0	TAYLOR LAKE TOWNHOMES INC	13.86	100-WATER	13.63	850-PENALT	0.23		
** LAST PAYMENT MADE:	2/16/2009	3/15/2009						
04-3740-00-0	TAYLOR LAKE TOWNHOMES INC	13.86	100-WATER	13.63	850-PENALT	0.23		
** LAST PAYMENT MADE:	2/16/2009	3/15/2009						
04-3750-00-0	TAYLOR LAKE TOWNHOMES INC	13.86	100-WATER	13.63	850-PENALT	0.23		
** LAST PAYMENT MADE:	2/16/2009	3/15/2009						
05-0020-05-0	ATD EQUIP. RENTALS LLC	64.95	100-WATER	29.78	200-SEWER	33.76	850-PENALT	1.41
** LAST PAYMENT MADE:	10/30/2008	2/15/2009						
05-0115-01-0	BLOCKBUSTER STORE # 48500	3.93	100-WATER	1.69	200-SEWER	2.24		
** LAST PAYMENT MADE:	8/09/2010	10/15/2010						
05-0280-01-0	CARLOS DIAZ ALBERTINI	154.54	100-WATER	74.11	200-SEWER	80.43		
** LAST PAYMENT MADE:	4/29/2010	5/15/2010						
05-0580-04-0	AVERY, LAQUITA	0.50	100-WATER	0.18	200-SEWER	0.32		
** LAST PAYMENT MADE:	3/19/2010	5/15/2010						
05-0740-02-0	DODSON, KRISTIE	71.47	100-WATER	13.57	200-SEWER	27.12	400-SAN. R	26.45
** LAST PAYMENT MADE:	2/24/2009	4/15/2009	700-SALES	2.19	850-PENALT	2.14		
05-0820-05-0	MILLER, ANGELA	105.77	100-WATER	30.00	200-SEWER	47.32	400-SAN. R	22.53
** LAST PAYMENT MADE:	5/03/2010	7/15/2010	700-SALES	1.86	850-PENALT	4.06		
05-0900-12-0	JACKSON, VICTORIA/JEFFER	120.22	100-WATER	28.36	200-SEWER	49.93	400-SAN. R	34.81
** LAST PAYMENT MADE:	7/30/2009	9/15/2009	700-SALES	2.87	850-PENALT	4.25		
05-0940-02-0	DUNMAN, JACK	86.70	100-WATER	19.00	200-SEWER	34.52	400-SAN. R	27.32
** LAST PAYMENT MADE:	4/15/2009	6/15/2009	700-SALES	2.26	850-PENALT	3.60		
05-1040-03-0	DEBUQUE, JAMES	85.91	100-WATER	24.06	200-SEWER	39.16	400-SAN. R	20.96
** LAST PAYMENT MADE:	0/00/0000	11/15/2008	700-SALES	1.73				
05-1040-04-0	LUONGO, REX/ASHLEY	94.22	100-WATER	21.40	200-SEWER	38.54	400-SAN. R	28.66
** LAST PAYMENT MADE:	7/16/2009	9/15/2009	700-SALES	2.36	850-PENALT	3.26		
05-1170-03-0	SCHNEIDER, SUSAN	7.94	100-WATER	1.58	200-SEWER	3.16	400-SAN. R	2.96
** LAST PAYMENT MADE:	10/05/2009	10/15/2009	700-SALES	0.24				
05-1670-02-0	FOSTER, LADARRION	140.70	100-WATER	36.59	200-SEWER	60.60	400-SAN. R	34.82
** LAST PAYMENT MADE:	12/30/2009	2/15/2010	700-SALES	2.86	850-PENALT	5.83		

G/L POSTING DATE: 9/04/2013

** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 5 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

IFLAG ACCOUNT: YES

ACCOUNT NO	NAME	BALANCE	LAST BILL						
05-1880-06-0	ROACH, GREGORY	51.06	100-WATER	12.80	200-SEWER	22.21	400-SAN. R	14.83	
** LAST PAYMENT MADE:	9/29/2009	10/15/2009	700-SALES	1.22					
05-2120-02-0	PRATT, FRED	29.69	100-WATER	5.84	200-SEWER	11.19	400-SAN. R	9.39	
** LAST PAYMENT MADE:	10/30/2008	12/15/2008	700-SALES	0.77	850-PENALT	2.50			
05-2240-01-0	RODRIGUEZ, CYNTHIA	47.74	100-WATER	13.67	200-SEWER	21.91	400-SAN. R	11.24	
** LAST PAYMENT MADE:	3/02/2010	4/15/2010	700-SALES	0.92					
06-0120-02-0	BAILEY'S AMERICAN GRILLE	638.68	100-WATER	282.84	200-SEWER	318.83	850-PENALT	37.01	
** LAST PAYMENT MADE:	9/02/2010	10/15/2010							
06-0986-04-0	COURY, TANYA	59.70	100-WATER	15.53	200-SEWER	26.22	400-SAN. R	16.03	
** LAST PAYMENT MADE:	10/08/2008	9/15/2009	700-SALES	1.32	850-PENALT	0.60			
06-0986-09-0	HURTADO, ANDRE	43.29	100-WATER	8.39	200-SEWER	16.76	400-SAN. R	15.87	
** LAST PAYMENT MADE:	5/20/2009	7/15/2009	700-SALES	1.31	850-PENALT	0.96			
06-1003-06-0	BORGSTROM, KAI	6.00	100-WATER	1.21	200-SEWER	2.39	400-SAN. R	2.22	
** LAST PAYMENT MADE:	10/03/2008	10/15/2008	700-SALES	0.18					
06-1018-08-0	VANCE, CARRIE	9.89	100-WATER	1.97	200-SEWER	3.93	400-SAN. R	3.69	
** LAST PAYMENT MADE:	11/02/2009	11/15/2009	700-SALES	0.30					
06-1140-01-0	WILSON, NENA	11.61	100-WATER	3.07	200-SEWER	5.20	400-SAN. R	3.08	
** LAST PAYMENT MADE:	0/00/0000	11/15/2008	700-SALES	0.26					
06-1140-04-0	LACOMB, CHRIS	120.53	100-WATER	29.21	200-SEWER	49.89	400-SAN. R	32.84	
** LAST PAYMENT MADE:	0/00/0000	9/15/2010	700-SALES	2.71	850-PENALT	5.88			
06-1690-00-0	FREEMAN, ANDREA	66.19	100-WATER	24.74	200-SEWER	21.59	400-SAN. R	15.48	
** LAST PAYMENT MADE:	10/16/2008	12/15/2008	700-SALES	1.28	850-PENALT	3.10			
07-0120-12-0	MIRANDA, RENE	139.84	100-WATER	38.60	200-SEWER	61.85	400-SAN. R	30.75	
** LAST PAYMENT MADE:	7/30/2009	9/15/2009	700-SALES	2.54	850-PENALT	6.10			
07-0120-13-0	CORDES, MARGARET	69.93	100-WATER	13.37	200-SEWER	26.73	400-SAN. R	25.77	
** LAST PAYMENT MADE:	1/07/2010	3/15/2010	700-SALES	2.13	850-PENALT	1.93			
07-0240-07-0	HENRY, STEPHANY	34.72	100-WATER	7.67	200-SEWER	13.96	400-SAN. R	11.05	
** LAST PAYMENT MADE:	6/08/2010	8/15/2010	700-SALES	0.92	850-PENALT	1.12			
07-0480-01-0	LASKI, PAMELA J	65.08	100-WATER	13.02	200-SEWER	26.01	400-SAN. R	23.44	
** LAST PAYMENT MADE:	0/00/0000	1/15/2009	700-SALES	1.94	850-PENALT	0.67			
07-0495-03-0	LEE, REX	143.53	100-WATER	38.74	200-SEWER	62.67	400-SAN. R	33.57	
** LAST PAYMENT MADE:	8/11/2010	10/15/2010	700-SALES	2.77	850-PENALT	5.78			
07-0510-04-0	MEJIA, RUDY/DELIA	287.24	100-WATER	73.80	200-SEWER	116.12	400-SAN. R	53.92	
** LAST PAYMENT MADE:	12/05/2008	1/15/2009	700-SALES	4.46	850-PENALT	38.94			
07-0510-05-0	LOTT, JESSICA	22.79	100-WATER	5.04	200-SEWER	9.35	400-SAN. R	7.76	
** LAST PAYMENT MADE:	2/16/2010	3/15/2010	700-SALES	0.64					

G/L POSTING DATE: 9/04/2013

** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 6 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

IFLAG ACCOUNT: YES

ACCOUNT NO	NAME	BALANCE	LAST BILL						
09-3015-04-0	HOBBS, PATRICK	169.21	100-WATER	50.07	200-SEWER	75.41	400-SAN. R	32.19	
** LAST PAYMENT MADE:	7/31/2009	9/15/2009	700-SALES	2.66	850-PENALT	8.88			
10-0520-06-0	KOY, LESLEY CAROLE	19.37	100-WATER	4.75	200-SEWER	8.34	400-SAN. R	5.80	
** LAST PAYMENT MADE:	6/16/2009	7/15/2009	700-SALES	0.48					
10-1030-01-0	DE YOUNG, KIM & LINDA	87.52	100-WATER	23.48	200-SEWER	39.30	400-SAN. R	22.85	
** LAST PAYMENT MADE:	1/26/2009	2/15/2009	700-SALES	1.89					
10-1840-03-0	WILLIAMS, TRACY & AMY	168.69	100-WATER	26.68	200-SEWER	53.31	400-SAN. R	48.38	
** LAST PAYMENT MADE:	12/16/2008	1/15/2009	700-SALES	4.00	850-PENALT	36.32			
10-1895-02-0	BOYETTE, ANGELA/JOHN	81.98	100-WATER	17.04	200-SEWER	32.01	400-SAN. R	27.43	
** LAST PAYMENT MADE:	6/29/2010	8/15/2010	700-SALES	2.26	850-PENALT	3.24			
10-2090-05-0	MILLER, JAMES A	50.77	100-WATER	16.59	200-SEWER	24.38	400-SAN. R	9.05	
** LAST PAYMENT MADE:	9/08/2009	10/15/2009	700-SALES	0.75					
10-2100-02-0	COOK, JEFF & MARIA	36.34	100-WATER	11.68	200-SEWER	17.21	400-SAN. R	6.88	
** LAST PAYMENT MADE:	5/24/2010	6/15/2010	700-SALES	0.57					
12-0170-05-0	HOGAN, NICOLE	33.91	100-WATER	8.49	200-SEWER	14.64	400-SAN. R	9.96	
** LAST PAYMENT MADE:	6/16/2010	7/15/2010	700-SALES	0.82					
12-0230-01-0	WEHBA, MICHELE	0.56	100-WATER	0.16	200-SEWER	0.26	400-SAN. R	0.12	
** LAST PAYMENT MADE:	4/10/2007	4/16/2007	402-SAN. R	0.01	700-SALES	0.01			
12-1220-03-0	JONES, BRYAN	121.39	100-WATER	43.62	200-SEWER	54.66	400-SAN. R	19.26	
** LAST PAYMENT MADE:	10/21/2009	12/15/2009	700-SALES	1.59	850-PENALT	2.26			
12-1550-00-0	TUSCANY ESTATE HOMES	284.86	100-WATER	284.86					
** LAST PAYMENT MADE:	4/08/2008	5/15/2008							
12-1715-01-0	KANE, CANDIS	99.39	100-WATER	21.40	200-SEWER	39.59	400-SAN. R	32.70	
** LAST PAYMENT MADE:	4/12/2010	6/15/2010	700-SALES	2.70	850-PENALT	3.00			
12-1720-01-0	SIMMONS, GREGORY	0.14	100-WATER	0.06	200-SEWER	0.06	400-SAN. R	0.02	
** LAST PAYMENT MADE:	12/19/2008	12/15/2008							
12-2072-01-0	SAILER, DAVID OR TANYA	33.34	100-WATER	10.29	200-SEWER	15.70	400-SAN. R	6.79	
** LAST PAYMENT MADE:	8/09/2010	9/15/2010	700-SALES	0.56					
12-2119-01-0	HENNESSY-BUCIO , CYNTHIA	145.66	100-WATER	55.01	200-SEWER	48.48	400-SAN. R	34.63	
** LAST PAYMENT MADE:	8/28/2009	10/15/2009	700-SALES	2.85	850-PENALT	4.69			
12-2226-01-0	SINGER, JEFFREY	87.07	100-WATER	33.45	200-SEWER	38.92	400-SAN. R	13.58	
** LAST PAYMENT MADE:	1/26/2009	2/15/2009	700-SALES	1.12					
12-2253-03-0	DEVONSHIRE METALS CORP	70.79	100-WATER	20.28	200-SEWER	26.47	400-SAN. R	19.49	
** LAST PAYMENT MADE:	3/31/2009	3/15/2009	700-SALES	1.61	850-PENALT	2.94			
12-2500-01-0	BRYANT, BRIDGETTE	78.66	100-WATER	32.78	200-SEWER	34.49	400-SAN. R	10.52	
** LAST PAYMENT MADE:	10/23/2008	11/15/2008	700-SALES	0.87					

G/L POSTING DATE: 9/04/2013

** TRANSFER TO BAD DEBT **

Attachment 13, Item # 4.10
Page 7 of 7

PACKET: 12393

POSTING TYPE: BOTH

COMMENT CODE: BAD -BAD DEBT

FLAG ACCOUNT: YES

ACCOUNT NO	=====	NAME =====	BALANCE	LAST BILL					
25-0490-02-0		BAILEY'S AMERICAN GRILLE	130.93	100-WATER	100.00-	500-SAN. C	213.33	702-SALES	17.60
** LAST PAYMENT MADE: 7/29/2010			10/01/2010						
25-1390-00-0		MY'S SEAFOOD	57.28	500-SAN. C	226.76	501-SAN. C	173.84-	702-SALES	18.70
** LAST PAYMENT MADE: 8/19/2008			12/01/2008	704-SALES	14.34-				

TOTALS NUMBER OF ACCOUNTS: 110			9,038.98	100-WATER	3,001.58	200-SEWER	3,335.31	400-SAN. R	1,816.45
				402-SAN. R	0.01	500-SAN. C	440.09	501-SAN. C	173.84-
				700-SALES	149.94	702-SALES	36.30	704-SALES	14.34-
				850-PENALT	447.48				

ACCOUNT	SOURCE NAME	AMOUNT
20 -020-0109	ACCTS REC/UTILITIES	9,038.98CR
20 -020-0112	ALLOW DOUBT ACCTS/UTILITY	9,038.98

WARNINGS: 0

ERRORS: 0

** END OF REPORT **

**CITY OF SEABROOK
ORDINANCE NO. 2013-17
CRIME CONTROL AND PREVENTION DISTRICT BUDGET ORDINANCE
FY 2013/14**

AN ORDINANCE APPROVING AND ADOPTING THE SEABROOK CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 30, 2014 FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD BY THE SEABROOK CITY COUNCIL ON SEPTEMBER 17, 2013.

WHEREAS, the Board of Directors for the Crime Control and Prevention District established procedures for approving its budget and held its required public hearing on **September 17, 2013**; and

WHEREAS, the Board approved a proposed budget for the fiscal year commencing October 1, **2013** on **September 17, 2013**; and

WHEREAS, the budget must now be approved by the Seabrook City Council; and

WHEREAS, the City Council held a public hearing on the budget on **September 17, 2013** prior to approving the District's budget; now, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK,
STATE OF TEXAS:

THAT, a budget in the amount of **\$674,270** for the Crime Control and Prevention District Budget, prepared and submitted by the Board of Directors of the District is, in all things, approved, appropriated and amended. A copy of the **2013/14** Budget Revenue and Expense Summary, identified as Exhibit A, is hereby attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS
THE 17TH DAY OF SEPTEMBER 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

Ord. No. 2013-17
Exhibit A

CRIME CONTROL & PREVENTION DISTRICT BUDGET SUMMARY
FY 2013/14

EST BEG BAL	328,101
REVENUES	
TAXES	678,300
INTEREST	100
TOTAL REVENUES	678,400
TOTAL FUNDS	1,006,501
EXPENDITURES	
PERSONNEL	601,184
SUPPLIES	14,000
SERVICES	59,086
TOTAL EXPENDITURES	674,270
NET REVENUE	4,130
END BALANCE	332,231

**CITY OF SEABROOK
ORDINANCE NO. 2013-18
EDC BUDGET ORDINANCE
FY 2013/14**

AN ORDINANCE APPROVING AND ADOPTING THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2013 AND ENDING ON SEPTEMBER 30, 2014 FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD BY THE SEABROOK CITY COUNCIL ON SEPTEMBER 17, 2013.

WHEREAS, On **August 12, 2013**, the Board of Directors for the Seabrook Economic Development Corporation approved a proposed budget for the Seabrook Economic Development Corporation for the fiscal year commencing October 1, **2013**, and

WHEREAS, the budget must now be approved by the Seabrook City Council; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

THAT, the figures in the amount of **\$1,920,295** for the Seabrook Economic Development Corporation Budget, prepared and submitted by the Seabrook Economic Development Corporation be the same and are hereby, in all things, approved, appropriated and amended. Copies of the **2013/14** Economic Development Corporation Budget Revenue and Expense Summaries, identified as Exhibit A, are hereby attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS THE 17TH DAY OF SEPTEMBER, 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

Ord. No. 2013-18
Exhibit A

ECONOMIC DEVELOPMENT CORPORATION BUDGET SUMMARY
FY 2013/14

EST BEG BAL UNRES	2,464,223
REVENUES	
TAXES	724,488
OTHER REVENUE	1,895
INTEREST	3,966
TOTAL REVENUES	730,349
TOTAL FUNDS	3,194,572
EXPENDITURES	
PERSONNEL	0
SUPPLIES	100
SERVICES	895,195
CONSTRUCTION	900,000
PAYMENTS FOR DEBT SERVICE	0
OPERATING TRANSF OUT	125,000
TOTAL EXPENDITURES	1,920,295
NET REVENUE	(1,189,946)
EST END BALANCE UNRES	1,274,277
PLUS: RES FUND BALANCES	180,000
TOTAL FUND BALANCES	1,454,277



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, SEPTEMBER 17, 2013

Submitter/Requestor:

Date Submitted: 9/5/2013 11:33:53 AM

Presenter:

Description/Subject:

Purpose/Need: NA

Background/Issue(What prompted this need):

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

(Please list description of attachments and number of pages in each attachment)

Ord. No. 2013-19

Exhibit A

Budget Cover page

Fiscal Impact:	Budgeted	Yes	Finance Review:	Officer
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Budget Amendment Required	Yes
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Future/Ongoing Impact	Yes
-----------------------	-----

Budget Dept/Line Item Number

Funding Comments:

Where on the agenda should this item be placed?

New Business

Suggested Motion:

Two motions will be required.

1. To approve the first and final reading of proposed Ord. No. 2013-19, Adoption of the FY 2013/14 Regular, Enterprise and Special Funds Budgets. A RECORD VOTE IS REQUIRED.
2. To ratify the property tax increase reflected in the 2013/14 budget for a tax rate of \$ _____ per \$100.00 taxable value.

Agenda Language:

Consider approval of first and final reading of proposed Ordinance No. 2013-19, "General Fund, Enterprise Fund and Special Funds Budget Ordinance for FY 2013/14." **Two votes are required for this agenda item.**

1. Approve Ord. No. 2013-19, adopting the FY 2013/14 budget on first and final reading. **A record vote is required.**
2. Ratify the property tax increase reflected in the FY 2013/14 budget for a 2013 tax rate of \$ 0.651229 per \$100.00 taxable value.

AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, **2013** AND ENDING ON SEPTEMBER 30, **2014** FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD ON **SEPTEMBER 17, 2013** IN ACCORDANCE WITH THE CITY'S CHARTER AND WITH STATE LAW.

City Manager Review:

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances)

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

**CITY OF SEABROOK
ORDINANCE NO. 2013-19
BUDGET ORDINANCE FY 2013/14**

AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, **2013** AND ENDING ON SEPTEMBER 30, **2014** FOR THE CITY OF SEABROOK; APPROPRIATING FUNDS; AND NOTING A PUBLIC HEARING WAS HELD ON **SEPTEMBER 17, 2013** IN ACCORDANCE WITH THE CITY'S CHARTER AND WITH STATE LAW.

WHEREAS, the City Manager on **July 2, 2013**, filed a proposed budget with the Council for the fiscal year commencing October 1, **2013**, as required by the Charter of Seabrook; and,

WHEREAS, said proposed budget, as revised by the City Council, was duly set for a public hearing ordered to be called by the City Council and held on **September 17, 2013** after due notice as required by the Charter of the City of Seabrook and laws of the State of Texas; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

THAT, the figures in the amount of **\$17,259,608** for the General Fund, Enterprise Fund, and Debt Service Fund, and **\$5,709,500** for the Special Budgets (does not include the EDC or Crime Control District Budgets), prepared and submitted by the City Manager and revised by the City Council of the **2013/14** Budget, be and the same are hereby, in all things, approved, appropriated and amended. Copies of the **2013/14** Budget Revenue and Expense Summaries, identified as Exhibit A, are hereby attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS THE 17TH DAY OF SEPTEMBER 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

**CITY OF SEABROOK
2013-14 BUDGET
COMBINED FUND SUMMARY**

	OPERATING & DEBT			SPECIAL REVENUE FUNDS													
	01 GENERAL	20 ENTER- PRISE	08 DEBT SERVICE	05 STATE SEIZURE	07 CHILD SAFETY	09 FEDERAL SEIZURE	12 STEP	14 PUBLIC SAFETY	15 HOTEL MOTEL	41 CAROTH	42 PARK IMPROVE	43 NATURAL PLYGRND	77 COURT SECURITY	78 TIME PAYMENT	79 TECH- NOLOGY	83 PEG	85 BUDGET STABIL
EST BEG BAL-UNRESERVED	3,360,891	3,742,471	1,861,840	26,484	34,437	208,605	53,884	181,887	564,687	31,477	39,904	4,363	23,856	20,995	18,764	33,105	801,332
REVENUES																	
TAXES	6,541,707	0	1,559,816	0	0	0	0	0	360,000	0	0	0	0	0	0	31,000	0
INTERGOVERNMENTAL	523,428	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SERVICES	602,000	6,237,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER	44,100	140,500	0	50,000	15,000	50,000	25,000	94,000	0	63,000	5,500	0	6,000	725	8,800	0	0
INTEREST	5,065	3,426	2,500	0	17	120	31	45	800	0	15	0	25	10	7	0	900
LOAN/BOND/GRANT PROCEEDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TRANSF FRM OTHER FUND	1,696,744	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUES	9,413,044	6,381,426	1,562,316	50,000	15,017	50,120	25,031	94,045	360,800	63,000	5,515	0	6,025	735	8,807	31,000	900
TOTAL RESOURCES FOR OPERATIONS	12,773,935	10,123,897	3,424,156	76,484	49,454	258,725	78,915	275,932	925,487	94,477	45,419	4,363	29,881	21,730	27,571	64,105	802,232
EXPENDITURES																	
PERSONNEL	6,413,716	1,129,513	0	0	0	15,000	20,003	0	71,251	0	0	0	0	0	0	0	0
SUPPLIES	302,702	65,100	0	0	0	7,500	0	0	1,500	4,500	0	0	0	0	0	6,200	0
SERVICES	2,449,808	2,819,930	1,550	5,000	30,000	10,000	0	0	286,465	45,100	0	0	0	20,000	0	5,000	0
CAPITAL OUTLAY	220,500	72,000	0	70,000	0	75,000	0	84,874	150,000	0	45,000	4,000	22,000	0	15,000	10,000	0
CONSTRUCTION	0	287,500	0	0	0	0	0	70,000	0	0	0	0	0	0	0	0	0
PAYMENTS FOR DEBT SERVICE	0	421,361	1,504,184	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OPERATING TRANSF OUT	0	1,571,744	0	0	0	0	0	0	0	0	0	0	5,000	0	0	0	0
APPR. FUTURE PROJECTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	9,386,726	6,367,148	1,505,734	75,000	30,000	107,500	20,003	154,874	509,216	49,600	45,000	4,000	27,000	20,000	15,000	21,200	0
NET REVENUE	26,318	14,278	56,582	(25,000)	(14,983)	(57,380)	5,029	(60,829)	(148,416)	13,400	(39,485)	(4,000)	(20,975)	(19,265)	(6,193)	9,800	900
END BALANCE-UNRESERVED	3,387,209	3,756,749	1,918,422	1,484	19,454	151,225	58,913	121,058	416,271	44,877	419	363	2,881	1,730	12,571	42,905	802,232
RESERVED FUND BALANCE	0	0	0	0	0	0	0	0	359,176	0	0	0	0	0	0	0	0
TOTAL FUNDS	3,387,209	3,756,749	1,918,422	1,484	19,454	151,225	58,913	121,058	775,447	44,877	419	363	2,881	1,730	12,571	42,905	802,232
CHANGE IN FUND BALANCE	26,318	14,278	56,582	(25,000)	(14,983)	(57,380)	5,029	(60,829)	210,760	13,400	(39,485)	(4,000)	(20,975)	(19,265)	(6,193)	9,800	900

**CITY OF SEABROOK
2013-14 BUDGET
COMBINED FUND SUMMARY**

	CAPITAL PROJECT FUNDS						TOTALS			
	13 TDRA GRANT	19 CAPITAL IMPACT	30 CAP PROJ WW/SS	33 FIRE PROJ GO BDS	39 LAKES/REPS CO	72 EDA GRANT	OPERATING & DEBT	SPECIAL REVENUE	CAPITAL PROJECTS	ALL FUNDS
EST BEG BAL-UNRESERVED	0	2,199,887	101,765	397,700	355,355	50	8,965,202	2,043,780	3,054,757	14,063,739
	REVENUES									
TAXES	0	0	0	0	0	0	8,101,523	391,000	0	8,492,523
INTERGOVERNMENTAL	0	0	0	0	0	0	523,428	0	0	523,428
SERVICES	0	0	0	0	0	0	6,839,500	0	0	6,839,500
OTHER	0	75,000	0	0	0	0	184,600	318,025	75,000	577,625
INTEREST	0	1,100	295	398	150	0	10,991	1,971	1,943	14,905
LOAN/BOND/GRANT PROCEEDS	1,757,742	0	0	0	0	1,743,467	0	0	3,501,209	3,501,209
TRANSF FRM OTHER FUND	0	0	0	0	0	0	1,696,744	0	0	1,696,744
TOTAL REVENUES	1,757,742	76,100	295	398	150	1,743,467	17,356,786	710,996	3,578,152	21,645,934
TOTAL RESOURCES FOR OPERATIONS	1,757,742	2,275,987	102,060	398,098	355,505	1,743,517	26,321,988	2,754,776	6,632,909	35,709,672
	EXPENDITURES									
PERSONNEL	0	0	0	0	0	0	7,543,230	106,254	0	7,649,484
SUPPLIES	0	0	0	0	0	0	367,802	19,700	0	387,502
SERVICES	0	25,000	5,250	7,500	0	100,000	5,271,288	401,565	137,750	5,810,603
CAPITAL OUTLAY	1,757,742	250,000	96,500	390,598	355,000	1,643,517	292,500	475,874	4,493,357	5,281,731
CONSTRUCTION	0	0	0	0	0	0	287,500	70,000	0	357,500
PAYMENTS FOR DEBT SERVICE	0	0	0	0	0	0	1,925,545	0	0	1,925,545
OPERATING TRANSF OUT	0	0	0	0	0	0	1,571,744	5,000	0	1,576,744
APPR. FUTURE PROJECTS	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	1,757,742	275,000	101,750	398,098	355,000	1,743,517	17,259,608	1,078,393	4,631,107	22,969,108
NET REVENUE	0	(198,900)	(101,455)	(397,700)	(354,850)	(50)	97,177	(367,397)	(1,052,955)	(1,323,175)
END BALANCE-UNRESERVED	0	2,000,987	310	(0)	505	0	9,062,379	1,676,383	2,001,802	12,740,564
RESERVED FUND BALANCE	0	0	291,878	0	0	0	0	359,176	291,878	651,054
TOTAL FUNDS	0	2,000,987	292,188	(0)	505	0	9,062,379	2,035,559	2,293,680	13,391,618
CHANGE IN FUND BALANCE	0	(198,900)	190,423	(397,700)	(354,850)	(50)	97,177	(8,221)	(761,077)	(672,121)

City of Seabrook

Fiscal Year 2013-2014

Budget Cover Page

September 17, 2013

Attachment 16, Item # 5.3
Page 1 of 1

This budget will raise more revenue from property taxes than last year's budget by an amount of \$175,068, which is a 3.53 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$70,237.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2013-2014	2012-2013
Property Tax Rate:	(proposed) \$0.651229/100	\$0.665232/100
Effective Tax Rate:	\$0.630958/100	\$0.649642/100
Effective Maintenance & Operations Tax Rate:	\$0.456026/100	\$0.483154/100
Rollback Tax Rate:	\$0.683408/100	\$0.730458/100
Debt Rate:	\$0.168075/100	\$0.182078/100

Total debt obligation for City of Seabrook secured by property taxes:
\$16,385,000



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, SEPTEMBER 17, 2013

Submitter/Requestor: Cook

Date Submitted: 9/10/2013 8:32:34 AM

Presenter:

Description/Subject:

The FY 2013-14 Budget before Council for approval proposes a market adjustment for the Police Department. This market adjustment includes the creation of new pay scales based on a salary survey conducted during the budget process.

This ordinance will amend the previous pay scales that were approved by Council with Ordinance 2011-13 that was adopted on September 20, 2011, establishing a Civil Service classification system of classes, positions, pay grades and compensation levels in the classified service.

Purpose/Need: NA

Background/Issue(What prompted this need):

During a recent salary survey the City found that the Police Department had fallen below the median on the market rates for area cities. With this data, a across the board market adjustment to all position within the Police Department was recommended to City Council during the budget process.

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

(Please list description of attachments and number of pages in each attachment)

Ordinance

Attachment A

Attachment B

Attachment C

Fiscal Impact:	Budgeted	Yes	Finance Review:	Officer
	Budget Amendment Required	Yes		
	Future/Ongoing Impact	Yes		

Budget Dept/Line Item Number 200-3010 and 501-3010

Funding Comments:

Where on the agenda should this item be placed?

New Business

Suggested Motion:

Approve Ordinance No. 2013-21, amending the City of Seabrook's Civil Service classification system, pay grades, and compensation levels.

Agenda Language:

Consider first reading of proposed Ordinance No. 2013-21, "Amending the City of Seabrook's Civil Service Classification System, Pay Grades and Compensation Levels." (Cook)

City Manager Review:

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances)

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

ORDINANCE 2013-21
CIVIL SERVICE CLASSIFICATION SYSTEM WITH AMENDED BENEFITS AND SALARY SCALE

AN ORDINANCE CONTINUING A CIVIL SERVICE CLASSIFICATION SYSTEM CONSISTING OF CLASSES, POSITIONS, PAY GRADES AND COMPENSATION LEVELS IN THE CLASSIFIED SERVICE OF THE SEABROOK POLICE DEPARTMENT; ESTABLISHING GROSS MONTHLY BASE SALARY RATES FOR EACH CLASSIFICATION; ESTABLISHING CERTAIN BENEFITS FOR CLASSIFIED MEMBERS; PROVIDING FOR A REPEAL WITH LIMITED EXTENSION; PROVIDING A SEVERABILITY CLAUSE, AN EFFECTIVE DATE, CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT AND REPLACING PREVIOUSLY ADOPTED ORDINANCE NO. 2011-13.

WHEREAS, on September 20, 2011 by Ordinance No. 2011-13, the City Council of the City of Seabrook, Texas adopted a Civil Service Compensation Plan, including the classifications and salaries for the sworn personnel positions with the Police Department of the City of Seabrook; and

WHEREAS, it is the intent of the City Council of the City of Seabrook, acting upon the recommendations of the Chief of Police, to amend the compensation and benefit plan for the personnel of the Seabrook Police Department in the classified system effective the fiscal year 2013-2014; and

WHEREAS, it is also the intent of the City Council to maintain all regulations regarding civil service in one combined ordinance; and

WHEREAS, this can be accomplished by replacing Ordinance No. 2011-13 with Ordinance No. 2013-21 including all exhibits and attachments which shall include all applicable rules and regulations of the Civil Service Commission; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SEABROOK, STATE OF TEXAS:

Section 1.

This ordinance is enacted following the adoption of a municipal civil service system for Seabrook Police Officers pursuant to Texas Local Government Code Chapter 143 "Municipal Civil Service", (Civil Service) by the citizens of Seabrook in a referendum election on May 7, 2011. The provisions of Civil Service were fully implemented and in effect on or after **October 30, 2011** as required by law.

The Council makes the following findings:

- (A) The City adopted Texas Local Government Code Chapter 143 "Municipal Civil Service", applies to members of the classified service in the Seabrook Police Department.
- (B) Chapter 143 (Municipal Civil Service) provides that the City Council shall establish the classifications for the Police Department and the number of positions within each classification.
- (C) The Police Chief recommends retaining and implementing the same number and kinds of classifications and positions of members in the classified service as employed

Ordinance No. 2013-21**Page 2**

previously to maintain the same level of delivery of services and maintain efficiency in the Police Department.

Section 2.

The Seabrook Police Department classified civil service shall consist of the following classifications and the number of positions in each classification:

<u>Grade</u>	<u>FLSA</u>	<u>Title</u>	<u>Number of Positions</u>
15	E	Captain	1
14	E	Lieutenant	2
13	N	Sergeant	5
10	N	Police Officer	22
9	N	Police Officer – Entry Level	1
TOTAL			31

Section 3.

The base salary rate, pay grade and seniority pay (Step Pay Plan), if any, for each classification and position are set forth in **Exhibit "B"** attached hereto and incorporated herein by reference as though included verbatim. **Exhibit "B"** is hereby approved and adopted for each civil service classification in the Police Department.

Section 4.

All classified personnel shall also be paid additional compensation consisting of longevity pay, educational incentive pay, and certification pay in accordance with the rates set forth in **Exhibit "C"**, all as set forth in the City budget ordinance addressing the Seabrook Police Department.

Section 5.

Classified Civil Service personnel shall follow and comply with the Seabrook Personnel Policies as adopted by Resolution 2008-08 as it exists now or is hereafter amended relating to any policy, benefit personnel issue that is not addressed in the City of Seabrook Civil Service Rules and Regulations or required by Chapter 143 of the Texas Local Government Code.

Section 6.

All classified civil service personnel shall, at a minimum, accrue and be paid sick and vacation time as required by Sections 143.045 and 143.046 of Chapter 143 of the Texas Local Government Code, as amended. To that end, the City Council hereby adopts the sick and vacation leave policies including accumulation of such leave from year to year, as set forth in Sections 143.045 and 143.046 of the City of Seabrook Civil Service Rules and Regulations. Funding for leaves shall be included and approved within the budget for the Seabrook Police Department in the City's annual budget in accord with City policies.

Section 7.

The classified civil service system of compensation and benefits approved and originally adopted by Ordinance No. 2011-13 **Exhibit "A"** became effective, accruable and/or payable beginning with the first full pay period after October 30, 2011. **The amended salary plan included in Exhibit "B" shall become effective, and shall begin to accrue and be payable with the start of the first full pay period on or after October 1, 2013.**

Ordinance No. 2013-21

Page 3

Section 8.

Any previous personnel ordinances, resolutions, or personnel practices relating specifically to the same items included herein for Seabrook Police Officers and inconsistent with the specific terms approved herein are hereby repealed and declared null and void to the extent of such inconsistency on or after October 1, 2013, except that such inconsistent ordinances, resolutions or personnel policies shall remain in effect for the limited time and purpose of resolving any disputed issues that occurred on or before October 1, 2013. **This ordinance totally replaces Ordinance No. 2011-13 in its entirety.**

Section 9. SEVERABILITY

Should any part of this ordinance be held invalid by a court of competent jurisdiction, the remaining parts shall be severable and shall continue to be in full force and effect.

PASSED AND APPROVED on first reading this 17th day of September 2013.

PASSED AND ADOPTED on second and final reading this 1st day of October 2013.

CITY OF SEABROOK

BY: _____
GLENN R. ROYAL, MAYOR

ATTEST:

BY: _____
MICHELE L. GLASER, TRMC
CITY SECRETARY

APPROVED AS TO FORM:

BY: _____
STEVEN L. WEATHERED
CITY ATTORNEY



CLASSIFIED CIVIL SERVICE POLICE DEPARTMENT PAY STRUCTURE

FY 2011-12

EXHIBIT "A"
ESTABLISHED BY ORDINANCE 2011-13
OLD COMPENSATION SCHEDULE
REPLACED BY 2013-21 - SEE EXHIBIT "B"

		Step											
Grade	Position	A	B	C	D	E	F	G	H	I	J	K	L
15	Captain (Exempt)	80,302.82	81,908.88	83,547.05	85,218.00	86,922.35	88,660.80						
		6,691.90	6,825.74	6,962.25	7,101.50	7,243.53	7,388.40						
		3,088.57	3,150.34	3,213.35	3,277.62	3,343.17	3,410.03						
		38.61	39.38	40.17	40.97	41.79	42.63						
14	Lieutenant (Exempt)	71,061.46	72,297.93	73,534.22	74,769.60	76,003.30	77,242.15						
		5,921.79	6,024.83	6,127.85	6,230.80	6,333.61	6,436.85						
		2,733.13	2,780.69	2,828.24	2,875.75	2,923.20	2,970.85						
		34.16	34.76	35.35	35.95	36.54	37.14						
13	Sergeant (Non-Exempt)	60,771.77	62,005.44	63,239.34	64,472.51	65,710.38	66,945.74						
		5,064.31	5,167.12	5,269.95	5,372.71	5,475.87	5,578.81						
		2,337.38	2,384.82	2,432.28	2,479.71	2,527.32	2,574.84						
		29.22	29.81	30.40	31.00	31.59	32.19						
10	Police Officer Emergency Management Coordinator (Non-Exempt)	43,260.00	44,570.78	45,881.16	47,193.36	48,505.34	49,814.98	51,125.11	52,433.92	53,744.76	55,056.14	56,366.47	57,679.81
		3,605.00	3,714.23	3,823.43	3,932.78	4,042.11	4,151.25	4,260.43	4,369.49	4,478.73	4,588.01	4,697.21	4,806.65
		1,663.85	1,714.26	1,764.66	1,815.13	1,865.59	1,915.96	1,966.35	2,016.69	2,067.11	2,117.54	2,167.94	2,218.45
		20.80	21.43	22.06	22.69	23.32	23.95	24.58	25.21	25.84	26.47	27.10	27.73
9	Police Officer - Entry Level (Non-Exempt)	41,296.20											
		3,441.35											
		1,588.32											
		19.85											

The above table indicates annual base salary, monthly base salary, bi-weekly base salary, and base hourly rate per classification. Employees are paid on a bi-weekly basis over a 12 month period.

Classified civil service personnel begin employment at Step A in their specified grade. On each employee's annual anniversary date, the officer advances to the next step within their salary grade if this Seniority Pay (Step Pay Plan) has been approved in the annual City budget ordinance addressing the Seabrook Police Department.



CLASSIFIED CIVIL SERVICE
CITY OF SEABROOK
PAY STRUCTURE



FY 2013-14

		Step											
Grade	Position	1	2	3	4	5	6	7	8	9	10	11	12
15	Captain (Exempt)	80,302.82	82,310.39	84,368.15	86,477.35	88,639.29	90,855.27	93,126.65					
		6,691.90	6,859.20	7,030.68	7,206.45	7,386.61	7,571.27	7,760.55					
		3,088.57	3,165.78	3,244.93	3,326.05	3,409.20	3,494.43	3,581.79					
		38.61	39.57	40.56	41.58	42.62	43.68	44.77					
			2.50%	2.50%	2.50%	2.50%	2.50%	2.50%					
14	Lieutenant (Exempt)	75,000.12	76,875.12	78,797.00	80,766.93	82,786.10	84,855.75	86,977.15	89,151.57				
		6,250.01	6,406.26	6,566.42	6,730.58	6,898.84	7,071.31	7,248.10	7,429.30				
		2,884.62	2,956.74	3,030.65	3,106.42	3,184.08	3,263.68	3,345.27	3,428.91				
		36.06	34.76	35.35	35.95	36.54	37.14	41.82	37.73				
			2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%				
13	Sergeant (Non-Exempt)	62,430.94	63,991.71	65,591.51	67,231.29	68,912.08	70,634.88	72,400.75	74,210.77	76,066.04	77,967.69		
		5,202.58	5,332.64	5,465.96	5,602.61	5,742.67	5,886.24	6,033.40	6,184.23	6,338.84	6,497.31		
		2,401.19	2,461.22	2,522.75	2,585.82	2,650.46	2,716.73	2,784.64	2,854.26	2,925.62	2,998.76		
		30.01	34.76	35.35	35.95	36.54	37.14	34.81	37.73	38.73	39.73		
			2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		
10	Police Officer Emergency Management Coordinator (Non-Exempt)	44,556.00	45,669.90	46,811.65	47,981.94	49,181.49	50,411.02	51,671.30	52,963.08	54,287.16	55,644.34	57,035.45	58,461.33
		3,713.00	3,805.82	3,900.97	3,998.49	4,098.46	4,200.92	4,305.94	4,413.59	4,523.93	4,637.03	4,752.95	4,871.78
		1,713.69	1,756.53	1,800.45	1,845.46	1,891.60	1,938.89	1,987.36	2,037.04	2,087.97	2,140.17	2,193.67	2,248.51
		21.42	34.76	35.35	35.95	36.54	37.14	24.84	37.73	38.73	39.73	27.42	28.11
			2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
9	Police Officer - Entry Level (Non-Exempt)	42,842.28											
		3,570.19											
		1,647.78											
		20.60											

EXHIBIT "B"
ESTABLISHED BY ORDINANCE 2013-21
NEW COMPENSATION SCHEDULE

The above table indicates annual base salary, monthly base salary, bi-weekly base salary, and base hourly rate per classification. Employees are paid on a bi-weekly basis over a 12 month period.

Classified civil service personnel begin employment at Step 1 in their specified grade. On each employee's annual anniversary date, the officer advances to the next step within their salary grade if this Seniority Pay (Step Pay Plan) has been approved in the annual City budget ordinance addressing the Seabrook Police Department.



CITY OF SEABROOK

CIVIL SERVICE BENEFITS

LONGEVITY PAY

Longevity Pay	\$4.00/Per Month of Service
---------------	-----------------------------

Paid in a lump sum annually in December

CERTIFICATION PAY

<i>Type of Certificate</i>	<i>PER PAY PERIOD</i>	<i>PER MONTH</i>	<i>ANNUAL</i>
TCLEOSE Intermediate	30.00	65.00	780.00
TCLEOSE Advanced	41.54	90.00	1,080.00
TCLEOSE Instructor's	66.92	145.00	1,740.00
TCLEOSE Masters	103.85	225.00	2,700.00

Paid only at highest rate completed

EDUCATION PAY

<i>Type of Certificate</i>	<i>PER PAY PERIOD</i>	<i>Per Month</i>	<i>ANNUAL</i>
Associate Arts	53.08	115.00	1,380.00
Bachelors	92.31	200.00	2,400.00
Masters	103.85	225.00	2,700.00
Doctoral (Juris Doctor)	117.69	255.00	3,060.00

Paid only at highest rate completed

To be eligible for education pay for a degree, a degree must be earned while employed at the City.

EXHIBIT "C"

NO CHANGES TO THESE BENEFITS

*THIS SCHEDULE IS THE SAME
AS IT WAS IN ORDINANCE 2011-13*

ACTION ITEM CHECK LIST STATUS

#	STATUS	DATE ASSIGNED	NEXT REVIEW DATE	PROPOSED CLOSURE DATE	RESPONSIBLE ORGANIZATION	City Council RESPONSIBILITY	PLANNING OBJECTIVE #	AGENDA ITEM NUMBER	DESCRIPTION OF ACTION ITEM	STATUS AND DATE
2	OPEN/IN WORK	10/2/2012			Staff/Council			5.5	Form a committee to review uses of Carothers property and bring back recommendations to Council.	Council accepted two recommendations on 11/6/12. Carothers Group to meet to reassess and report to Council. Update to Council on 9/17/13.
4	OPEN/IN WORK	12/4/2012			Staff/Council			6.1	Consider transportation alternatives from hotels to new cruise terminal.	Ongoing discussion.
5	OPEN/IN WORK	12/4/2012			Staff/P&Z			5.4	Ord. No. 2012-24, "Deleting Existing Point Overlay Sign Regulations" was tabled for staff & P&Z review.	P&Z recommends future discussion/consideration be deferred until the waterfront improvements are complete.
9	OPEN/IN WORK	1/22/2013			<i>Ad hoc</i> members/city manager			5.2	<i>Ad hoc</i> committee to deal with fire department issues.	Ongoing. Meeting held with SVFD on 8/21.
14	OPEN/IN WORK	4/2/2013			City Manager			6.2	Meet with city engineers for recommendations concerning safety of left turns from SH 146.	Postponed from consideration on 6/4 as TxDOT is still in the process of formulating various options.
19	OPEN/IN WORK	8/20/2013			City Manager			4.5	Coordinate and lead project to attempt to have Surf Oaks Drive dedicated to allow Precinct 2 to repave.	In progress.

September 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day City Hall Closed	3 Council	4	5 Open Space	6	7
8	9	10	11	12 EDC	13	14 Kid Fish 10am-12 noon
15	16	17 Crime Prevention Dist. 6:45 p.m. Council	18	19 P&Z HCMCA	20	21
22	23	24 Public Hearing on Tax Rate	25	26 Parliamentary Procedure Class Deer Park	27	28
29	30					

October 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Council	2	3 Open Space	4 Salt Water Derby 6 am-3 pm	5
6	7	8 TML-Austin	9 TML-Austin	10 TML-Austin EDC	11 TML-Austin	12
13	14	15 Council	16	17 P&Z HCMCA	18	19
20	21	22	23	24 Boatober Fest Ribbon Cutting 4:30 PM	25 Boatober Fest 10/25- 10/27	26 Arts Festival Natural Play-ground Opening
27 Arts Festival	28	29	30	31		