

**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, OCTOBER 1, 2013 - 7:00 PM**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY OCTOBER 1, 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 Present an update on Carothers Coastal Gardens usage and revenues. (Holbrook)

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 Conduct the second of two required public hearings on the 2013 proposed tax rate of **\$0.651229**. The Seabrook City Council will vote on the proposed tax rate at a regularly scheduled City Council meeting on October 15, 2013 at 7:00 p.m. at City Hall.

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 2

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

ATTACHMENT 3

- 4.2 Approve the minutes of the September 17, 2013 regular City Council meeting. (Glaser)

ATTACHMENT 4

- 4.3 Approve the minutes of the September 24, 2013 special City Council meeting. (Glaser)
- 4.4 Approve excused absences for Robert Llorente on September 17 and for Laura Davis and Thom Kolupski on October 1, 2013. (Glaser)

END OF CONSENT AGENDA

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

ATTACHMENT 5

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

ATTACHMENT 6

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

6.0 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 551.071

ATTACHMENT 7

- 6.1 Conduct an executive session to seek legal advice concerning the city's agreement with the city manager for professional services and employment, pursuant to Section 551.071 of the Texas Government Code. (Royal)

Section 551.074

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

7.0 OPEN MEETING

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

- 7.1 Discuss and consider notification of resignation of Kelly Templin as city manager, effective date of vacancy, appointment of interim city manager, compensation and proceeding to fill vacancy.

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 27, 2013 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Michele L. Glaser, TRMC
City Secretary

Notice of Public Hearing on Tax Increase

Attachment 1, Item # 3.1
Page 1 of 1

The City of Seabrook will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 3.21 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on September 24, 2013 at 6:00 PM at Seabrook City Hall, 1700 1st Street, Seabrook, TX 77586.

The second public hearing will be held on October 1, 2013 at 7:00 PM at Seabrook City Hall, 1700 1st Street, Seabrook, TX 77586.

The members of the governing body voted on the proposal to consider the tax increase as follows:

FOR:

Laura Davis

Robert Llorente

Michael Giangrosso

Gary Johnson

Don Holbrook

Thom Kolupski

Glenn Royal

AGAINST:

PRESENT and not voting:

ABSENT:

The average taxable value of a residence homestead in City of Seabrook last year was \$155,593. Based on last year's tax rate of \$0.665232 per \$100 of taxable value, the amount of taxes imposed last year on the average home was \$1,035.05.

The average taxable value of a residence homestead in City of Seabrook this year is \$157,191. If the governing body adopts the effective tax rate for this year of \$0.630958 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$991.81.

If the governing body adopts the proposed tax rate of \$0.651229 per \$100 of taxable value, the amount of taxes imposed this year on the average home would be \$1,023.67.

Members of the public are encouraged to attend the hearings and express their views.

**CITY OF SEABROOK
ORDINANCE NO. 2013-20
TAX ORDINANCE**

AN ORDINANCE FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE CITY OF SEABROOK, TEXAS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, **2014** AND DIRECTING THE ASSESSMENT AND COLLECTION THEREOF.

WHEREAS the City Council of the City of Seabrook finds that the tax for the year **2013** hereinafter levied for current expenses of the city and the general improvement of the city and its property is in all respects necessary and must be levied to provide the revenue requirements of its budget for the ensuing year; and

WHEREAS the City Council of the City of Seabrook further finds that the taxes for the year **2013**, hereinafter levied, are necessary to pay interest and to provide the required sinking fund on outstanding bonds of the city issued for municipal purposes; now, therefore,

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

SECTION 1. For the current expenses of the City of Seabrook and for the general improvement of the city and its properties, there is hereby levied and ordered to be assessed and collected for the year **2013** and for each year thereafter until it be otherwise provided and ordered, an ad valorem tax at the rate of **48.3154** cents on each one hundred dollars (\$100.00) assessed valuation on all property situated within the limits of the City of Seabrook, which property is not exempt from taxation under valid laws.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

SECTION 2. For the purpose of paying interest and providing for a sinking fund for the payment of each issue of waterworks system, sewer system and general obligation bonds, including payment of the various installments of principal which may be payable during the ensuing year of such bonds, there is hereby levied and ordered to be assessed and collected for **2013** and for each year thereafter until it be otherwise provided and ordered, an ad valorem tax at the rate of **16.8075** cents on each hundred dollars (\$100.00) assessed valuation on all property situated within the limits of the City of Seabrook, which property is not exempt from taxation under valid laws.

SECTION 3. The total ad valorem tax rate in the City of Seabrook to be assessed and collected for **2013** and for each year thereafter until it be otherwise provided and ordered is **65.1229** cents on each hundred dollars (\$100.00) assessed valuation on all

Ordinance No. 2013-20

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property situated within the limits of the City of Seabrook, which property is not exempt from taxation under valid laws.

SECTION 4. All taxes levied hereby are payable on or before December 31, **2013**. Taxpayers who have not paid their tax bill levied hereunder on or before the 31st day January, **2014** shall be assessed a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1st of the year becomes delinquent. A tax delinquent on July 1st incurs a total penalty of twelve percent (12%) of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax accrues interest at the rate of one percent (1%) for each month the tax remains unpaid.

SECTION 5. The term "assessed valuation" as used herein, shall mean a valuation which is one hundred percent (100%) on the actual value of any and all property subject to ad valorem tax. The tax levied by this ordinance shall be calculated upon said "assessed valuation" in relation to the rates above set forth.

SECTION 6. 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, APPROVED AND ADOPTED ON FIRST AND FINAL
READING THIS THE 15TH DAY OF OCTOBER 2013.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, OCTOBER 1, 2013

Submitter/Requestor: Cook

Date Submitted: 9/20/2013 3:21:02 PM

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?

Consent Agenda

Suggested Motion:

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

Agenda Language:

Approve second and final 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

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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

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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
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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*

Seabrook City Council Regular Meeting
Minutes of September 17, 2013
Page 1

The City Council of the City of Seabrook met in regular session on Tuesday, September 17, 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 – Ex. Abs.	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 PRESENTATIONS

1.1 Presentation to Administrative Assistant, Faith Shallis upon her retirement. (Council/Staff)

Mr. Templin presented a proclamation to Ms. Shallis and thanked her for her service. EDC President, Paul Dunphey presented a certificate of appreciation and a gavel to Ms. Shallis in appreciation for her service to EDC.

1.2 Quarterly Report of Activities of the Open Space and Trails Committee. (OSC)

Chair Helen Burton presented the quarterly report.

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 Holbrook reported on the success of the Kid Fish at Pine Gully Park last weekend. Mayor Royal announced that a list of upcoming events appear on the city's web site.

3.0 SPECIFIC PUBLIC HEARING(S)

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

There were no questions or comments.

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

There were no questions or comments.

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

There were no questions or comments.

4.0 CONSENT AGENDA

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)

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

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

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

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

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

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.

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).

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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.

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)

Motion was made by Councilor Holbrook and seconded by Councilor Johnson

To approve the Consent Agenda as presented.

MOTION CARRIED BY UNANIMOUS CONSENT.

END OF CONSENT AGENDA

5.0 NEW BUSINESS

Mayor Royal took Item 5.5 out of order.

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)

Mayor Royal stated that El Lago has not taken final action on its funding of the SVFD.

Motion was made by Councilor Davis and seconded by Councilor Kolupski

To discuss this item.

MOTION TO DISCUSS CARRIED BY UNANIMOUS CONSENT.

Councilor Davis stated that she received a phone call today from a person who indicated that the major problem for El Lago is paying its share of the bond debt for the fire department equipment. The caller indicated that it may be more palatable to El Lago to pay its share of the budget if the amount of the bond debt is removed from the budget, Councilor Davis stated that her response was that the amount owed would have to be included in the budget in some fashion to pay for the rental of the equipment so that the dollar amount due would remain the same.

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Gary Mack, SVFD member and former Seabrook Council member stated, that in his opinion, the fire department should not ask El Lago to pay for bonds that were approved by Seabrook voters and not El Lago voters. He stated that it would be easier to negotiate with the City of El Lago if the bond costs were removed from the budget. He said that the fire department could then calculate the actual costs of maintaining and replacing the equipment and present the budget to El Lago who could then decide whether it could afford to maintain the same level of fire service.

Mayor Royal asked who would pay for the cost of El Lago renting the equipment. He said that such an arrangement would place Seabrook in the position of negotiating with El Lago instead of the fire department negotiating with El Lago. Fire Chief Ray Cook stated that the SVFD maintains the lease of the equipment.

After further discussion, all Council members agreed that Seabrook would honor its commitment to the SVFD to pay the amount already budgeted for FY 2013/14 in order to maintain the same level of fire services for Seabrook. As El Lago is not Seabrook's client, but the SVFD's client, Council members stated that it is the responsibility of the SVFD to negotiate with El Lago for the delivery and payment of fire service to El Lago.

Council members also stated that Seabrook has reduced other budget expenditures, including the reduction of pension benefits for retirees and has raised taxes in order to continue its commitment to the SVFD and maintain the same level of fire service for Seabrook citizens. Chief Cook stated that he would relay this information.

No formal action was taken on this item.

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.

Motion was made by Councilor Kolupski and seconded by Councilor Johnson

To approve Ordinance No. 2013-17 on first and final reading, with the reading of the caption serving as the reading of the ordinance.

MOTION CARRIED BY UNANIMOUS CONSENT.

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

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

181
182 Motion was made by Councilor Johnson and seconded by Councilor Giangrosso

183
184 To approve Ordinance No. 2013-18 on first and final reading, with the reading of the
185 caption serving as the reading of the ordinance. (EDC)

186
187 MOTION CARRIED BY UNANIMOUS CONSENT.

188
189 **5.3 Consider approval of first and final reading of proposed Ordinance No. 2013-19,**
190 **"General Fund, Enterprise Fund and Special Funds Budget Ordinance for FY**
191 **2013/14."**

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

197 Motion was made by Councilor Davis and seconded by Councilor Holbrook

198 To approve Ordinance No. 2013-19 on first and final reading, with the reading of the caption
199 serving as the reading of the ordinance.

200 Mayor Royal conducted a roll call vote.

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

202 MOTION CARRIED BY UNANIMOUS CONSENT.

203 Motion was made by Councilor Holbrook and seconded by Councilor Giangrosso

204 To ratify the property tax increase reflected in the FY 2013/14 budget for a 2013 tax rate of
205 \$ 0.651229 per \$100.00 taxable value.

206 MOTION CARRIED BY UNANIMOUS CONSENT.

207
208 **5.4 Consider first reading of proposed Ordinance No. 2013-21, "Amending the City of**
209 **Seabrook's Civil Service Classification System, Pay Grades and Compensation Levels."**
210 **(Cook)**

211
212 Motion was made by Councilor Holbrook and seconded by Councilor Johnson

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To approve first reading of Ordinance No. 2013-21 with the reading of the caption serving as the reading of the ordinance.

MOTION CARRIED BY UNANIMOUS CONSENT.

6.0 ROUTINE BUSINESS

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

Item 2: Councilor Holbrook asked for an update concerning the use and cost of Carothers Coastal Gardens at the next regular meeting.

Item 14: Mr. Templin said a meeting is scheduled with TxDOT traffic engineers concerning the safety of left turns from SH 146.

Motion was made by Councilor Holbrook and seconded by Councilor Giangrosso

To approve the Action Item Checklist.

MOTION CARRIED BY UNANIMOUS CONSENT.

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

Council was reminded of the special meeting on September 24 at 6 p.m. to conduct the first of two required public hearings on the tax rate with the second public hearing to take place at the October 1 regular meeting.

7.0 EXECUTIVE SESSION

At 8:13 p.m. Mayor Royal announced that the City Council would hold a closed executive meeting pursuant to the provisions of the Open Meetings Act, Chapter 551, Government Code, and Vernon's Texas Codes Annotated, in accordance with the authority contained Section 551.074, Personnel Matters.

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

Mayor Royal reconvened the open meeting at 9:08 p.m., stating that Item 7.1 had been discussed in Executive Session, but no action had yet been taken.

Motion was made by Councilor Holbrook and seconded by Councilor Davis

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To increase the annual salary of the city manager from \$129,821 to \$157,403 effective immediately.

MOTION CARRIED BY UNANIMOUS CONSENT.

Upon motion, Mayor Royal adjourned the meeting at 9:10 p.m.

Approved this 1st day of October 2013.

Glenn R. Royal, Mayor

Michele L. Glaser, TRMC
City Secretary

**Seabrook City Council Special Meeting
Minutes of September 24, 2013**

The City Council of the City of Seabrook met in **special session** on Tuesday, September 24, 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	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	MAYOR PRO TEM & COUNCIL PLACE NO. 6
KELLY TEMPLIN – Ex. Abs.	CITY MANAGER
GAYLE COOK	ASSISTANT CITY MANAGER
MICHELE L. GLASER	CITY SECRETARY

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

1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no comments or announcements.

2.0 SPECIFIC PUBLIC HEARING(S)

2.1 Conduct the first of two required public hearings on the 2013 proposed tax rate of \$0.651229. The second public hearing will be held at a regularly scheduled City Council meeting on October 1, 2013 at 7:00 p.m. at Seabrook City Hall. The Seabrook City Council will vote on the proposed tax rate at a regularly scheduled City Council meeting on October 15, 2013 at 7:00 p.m. at City Hall.

No one spoke on this item.

Upon a motion duly made and seconded, Mayor Royal adjourned the meeting at 6:01 p.m.

Approved this 1st day of October 2013.

Glenn R. Royal, Mayor

Michele L. Glaser, TRMC
City Secretary

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 10/01/13
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.	Meeting with TxDOT to take place in October, 2013.
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.

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 Tookie's Ham- burger Sum- mit at 11 am	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		

November 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2 J-FEST
3 J-FEST	4	5 Council Harris County Election	6	7 Open Space EDC?	8	9 Happy Hikers
10	11	12	13	14 Economic Alli- ance Banquet	15	16
17	18	19 Council	20	21 P&Z HCMCA	22	23
24	25	26	27	28 Thanksgiving	29 Thanksgiving	30