



**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, MAY 19, 2026 - 6:00 PM**

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

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY, MAY 19, 2026 AT 6:00 PM** IN THE CITY HALL CITY COUNCIL CHAMBERS, 1700 1ST STREET, SEABROOK, TEXAS, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

PLEDGE OF ALLEGIANCE

1. PRESENTATIONS

- 1.1** Presentation to canvass the results of the 2026 Kids' Election declaring Biscuit as Seabrook's Favorite Pet.
- 1.2** Mayor Sweeney to issue a proclamation declaring the week of May 17th as Public Works Week in the City of Seabrook.
- 1.3** Mayor Sweeney to issue a proclamation declaring the week of May 17th as Emergency Medical Services Week in the City of Seabrook.
- 1.4** Presentation of the Bi-Annual Report from Seabrook Economic Development Corporation. *Paul Dunphey, EDC President*
- 1.5** Presentation by VisitSeabrook on the Seabrook Fleet Week Drone Show and Event. *Ami Blackwell*

2. PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time we would like to listen to any member of the audience on any subject matter, whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker, shall be limited to City business or City-related business or matters of general public interest, and shall not include any personal attacks or abusive language. Any disruptive or abusive behavior will result in the removal of the speaker from the Council chamber.

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

In accordance with the Texas Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. When your name is

called, please come to the podium and state your name and address clearly into the microphone before making your comments. Thank you.

REGISTER ONLINE TO SPEAK IN PERSON DURING PUBLIC COMMENTS:

www.seabrooktx.gov/publiccomment

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

2.2 City Manager update and report to City Council on various items that require no action, including Seabrook Boards and Commissions, Transportation Projects, Capital Projects, and other city projects.

3. BID AWARDS

3.1 Consider and take all appropriate action on awarding RFP # 2026-04 City of Seabrook Urban Planning Services to Update the Zoning Ordinance Project to Freese and Nichols, Inc. with a base bid of \$248,600.00, making them the best value bidder for the project and authorizing the City Manager to execute the Professional Service Agreement. *Sean Landis, Deputy City Manager | Planning and Zoning Director*

4. CONSENT AGENDA

4.1 Approve the minutes of the May 5, 2026 Regular City Council Meeting.

4.2 Approve the minutes of the May 13, 2026 Special City Council Meeting.

4.3 Consider and take all appropriate action on an Agreement between the City of Seabrook EMS and SETRAC (Southeast Texas Regional Advisory Council) to ensure Seabrook EMS can fully participate in SETRAC supported programs and benefit from expanded regional capabilities.

5. NEW BUSINESS

5.1 Consider and take appropriate action on Resolution No. 2026-08, a policy to publish public information requests on the City's website, including open records requests from the preceding two years, with monthly updates. *Summer Sanford, At-Large Position 6, Jared Sessum, At-Large Position 2*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, APPROVING AND ADOPTING A POLICY FOR THE PUBLICATION OF PUBLIC INFORMATION REQUESTS ON THE CITY'S OFFICIAL WEBSITE; PROVIDING FOR TRANSPARENCY AND PUBLIC ACCESS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

5.2 Consider and take all appropriate action on selecting a Mayor Pro Tem for 2026-2027. *City Council*

5.3 Consideration and take all appropriate action regarding Resolution 2026-09

appointing a Capital Improvements Advisory Committee in accordance with Chapter 395 of the Texas Local Government Code to facilitate the evaluation and potential implementation of impact fees. *Sean Landis, Deputy City Manager | Planning and Zoning Director*

A RESOLUTION OF THE CITY OF SEABROOK, TEXAS, CREATING A CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PURSUANT TO CHAPTER 395, TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR MEMBERSHIP, DUTIES, AND PROCEDURES; PROVIDING FOR REPORTING REQUIREMENTS.

5.4 Consider and take all appropriate action on a first reading of Ordinance 2026-15, Revision to Personnel Policies, Chapter 8, Electronic Communications, and adding Section 7, "Generative Artificial Intelligence".

AN ORDINANCE OF THE CITY OF SEABROOK, TEXAS, AMENDING THE CITY OF SEABROOK "PERSONNEL POLICIES", CHAPTER 8 "EMPLOYEE COMMUNICATIONS", SECTION 7 "GENERATIVE ARTIFICIAL INTELLIGENCE (GENERATIVE AI)" BY ADDING THE SECTION AND MAKING VARIOUS FINDINGS AND PROVISIONS RELATED TO THE SUBJECT.

5.5 Consider and take all appropriate action on the approval of an Agreement with WaterSmart Software Inc. ("VertexOne ") for a five-year agreement in an amount not to exceed \$53,115.22 and authorize the City Manager to execute the agreement and associated documents. *Gayle Cook, City Manager*

5.6 Consider and take all appropriate action on the approval of Task Order No. 4 for Professional Landscape Architecture Design Services under the Master Professional Services Agreement (PSA) between the City of Seabrook and Duplantis Design Group (DDG) for the Carothers Coastal Gardens East Tract at an amount not to exceed \$ 50,000.00 and authorize the City Manager to sign all associated documents. *Brian Craig, Director of Public Works | City Engineer*

5.7 Consider and take all appropriate action on a Job Order Contract (JOC) with Corestone Construction in an amount of \$184,676.36 for CIP S-34, Rural Street Preventive Maintenance Project, through Choice Partners purchasing cooperative Contract # 25/03MR-16 and authorize the City Manager to execute the contract and associated documents. *Brian Craig, Director of Public Works | City Engineer*

6. EXECUTIVE SESSION

6.1 Adjourn into a closed Executive Session per Texas Government Code Section:

551.071 Consultation with attorney regarding legal matters.

7. OPEN SESSION

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

8. ROUTINE BUSINESS

8.1 Establish future meeting dates and agenda items.

THE CITY COUNCIL RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

I certify that this notice was posted on the bulletin board on or before Wednesday, May 13, 2026 no later than 6:00 p.m. and that this notice will remain posted until the meeting has ended.

Rachel Lewis, TRMC





IN THE NAME AND BY THE AUTHORITY OF THE CITY OF SEABROOK, TEXAS

THIS IS TO CERTIFY THAT

Biscuit

WAS DULY ELECTED AS SEABROOK'S FAVORITE PET
IN THE MAY 2, 2026, KIDS' ELECTION

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SIGNED
MY NAME AND CAUSED THE SEAL OF THE CITY OF
SEABROOK TO BE AFFIXED THIS 19TH DAY OF MAY, 2026.

A handwritten signature in dark blue ink, reading "Jim Sweeney", is written over a thin horizontal line.

JIM SWEENEY
MAYOR



Proclamation

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Seabrook and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels, who are responsible for rebuilding, improving, and protecting our transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Seabrook to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association.

NOW THEREFORE, I, Jim Sweeney, Mayor of the City of Seabrook, Texas, do hereby proclaim the week of May 17, 2026 through May 23, 2026 as

Public Works Week in the City of Seabrook, Texas

In Witness Whereof: I have hereto set my hand and caused the Seal of the City to be affixed hereto, this, the 19th day of May, 2026.

City of Seabrook

Jim Sweeney, Mayor



Proclamation

WHEREAS, emergency medical services is a vital public service in Seabrook; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the week of May 17, 2026 through May 23, 2026 has been declared as National Emergency Medical Services Week; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week in the City of Seabrook.

NOW THEREFORE, I, Jim Sweeney, Mayor of the City of Seabrook in recognition of this event do hereby proclaim the week of **May 17th, 2026** as

Emergency Medical Services Week

In Witness Whereof: I have hereto set my hand and caused the Seal of the City to be affixed hereto, this, the 19th day of May, 2026.

City of Seabrook

Jim Sweeney, Mayor



MID-YEAR REPORT TO CITY COUNCIL

MAY 2026



BOARD OF DIRECTORS

Paul Dunphey
Chairman/President

Tracy Powell
Member

Terry Chapman
Vice-Chair

Jim Sweeney
Mayor

Summer Sanford
Council
Representative

Michelle Brown
Member

Ann Wacker
Secretary

PURPOSE

The purpose of the Corporation is to use economic development resources to encourage and promote the general economic welfare of the City, its residents and businesses as authorized by the Act, as it may be amended.



EDC GOALS 2024 - 2026

1

Promote Seabrook branding, image enhancement, communication, and key marketing initiatives

4

Review potential expansion of incentives for overall business development incentives for local relocation and new redevelopment - including district specific incentives

2

Focus on development and promotion of old Seabrook

5

Recommend to the City's Capital Improvement Program (CIP) for capital projects, such as streets, drainage and other infrastructure improvements that benefit business development

3

Provide guidance to the Seabrook City Council on Economic Development decisions and future land use

6

Support initiatives that promote the redevelopment of the business corridor along SH 146 and Red Bluff.

GOAL #1

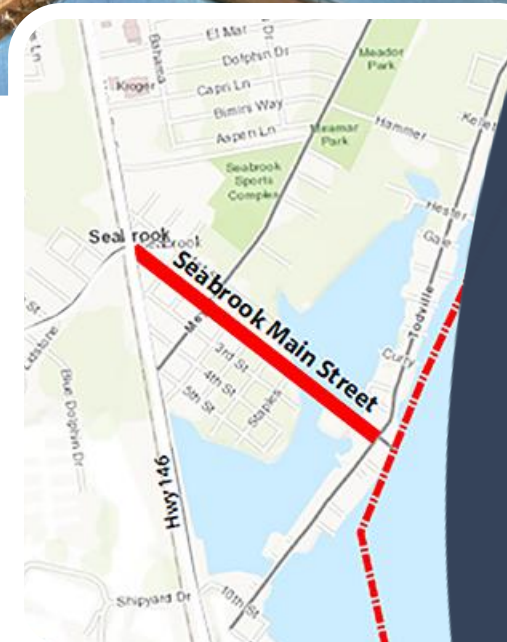
Promote Seabrook branding, image enhancement, communication, and key marketing initiatives.

GOAL #2

Focus on the development and promotion of Old Seabrook.

THE OLD SEABROOK DISTRICT LIVABLE CENTER STUDY WILL:

- Leverage City's prospect for growth and emerging political will for urban transformation
- Create a plan for the Downtown district that is green, lively, and a thriving social center for the City's residents and visitors alike
- Direct efforts to preserve and enhance the family-centric small-town appeal of Seabrook
- Focus on enhancing the quality of life with more mobility choices, measures for safety and comfort, a unique landscape character, and thoughtful development patterns.



GOALS # 3, 4, & 5

NEW INCENTIVE POLICY

EDC Board revised incentive policy per staff recommendations based on neighboring EDC incentive policies.

3

Provide guidance to the Seabrook City Council on Economic Development decisions and future land uses

4

Support initiatives that promote the redevelopment of the business corridor along SH 146 and Red Bluff

5

Review potential expansion of incentives for overall business development incentives for local relocation and new development - including district specific incentives

SEABROOK ECONOMIC DEVELOPMENT CORPORATION RESOLUTION 2026-01/EDC

SEDC INCENTIVES POLICY

* * * * *

WHEREAS, on January 18, 1992, the voters of the City of Seabrook authorized the City of Seabrook to adopt a one-half cent sales and use tax to pay for the costs of projects authorized by Chapters 501, 502, and 505 of the Texas Local Government Code, and to pay for the principal and interest of bonds or other obligations issued to pay the costs of such projects; and

WHEREAS, the Seabrook Economic Development Corporation ("EDC"), a type B corporation, was established to oversee the expenditures of these tax monies and bylaws were established for the operation of the EDC; and

WHEREAS, EDC has analyzed potential incentive programs available under state law to assist it in attracting businesses, creating jobs, and assisting in other statutorily authorized economic development programs; and

WHEREAS, EDC has evaluated incentive program funding for its current Fiscal Year budget; and

WHEREAS, EDC has allocated funding and memorialized incentive program funding options by resolution since Fiscal Year 2008-09, the first year it adopted such measures;

NOW THEREFORE, BE IT RESOLVED BY THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS:

GOAL #4 Support initiatives that promote the redevelopment of the business corridor along SH 146 and Red Bluff

SEABROOK TOWN
CENTER DEVELOPMENT
\$170 Million Investment
Under Construction



GOAL #6

Recommend to the City's Capital Improvement Program (CIP) for capital projects such as streets, drainage, and other infrastructure improvements that benefit business development.

CIP FY 2024 - 2025



- Gateway and Directional Signage Project
- Old Seabrook Livable Center Study and Projects
 - Enhance Main Street
 - Enhance Pedestrian Connectivity
 - Hardesty & Meyer Reconstruction
 - Beautification on Bollards
 - Local Match for Better Utilizing Investments to Leverage Development (BUILD) Grant - \$200,000
 - Green Ribbon Program focusing on landscaping on SH 146 between Red Bluff Road and 10th Street - \$1.4 million TXDOT funded with design fee match local



ACTIVE INCENTIVES UPDATE

DRIVER & RESCUE, LLC (BARGE 295)	SEABROOK RETAIL, LLC	THE EDGE (SEABROOK TOWN CENTRE)
2025	2025	2023
Small Business Development	Retail Development	Sanitary Sewer Relocation
\$30,000	\$50,000	\$397,947
Reimbursement of EDC sales tax rebate	Reimbursement of company costs associated with improvement.	Reimbursement of company costs associated with relocation.
ACTIVE	ACTIVE	ACTIVE

PROJECTS PAID IN FY 2026

\$580,270



5735 BAYPORT
BLVD
\$30,000

MIRAMAR
BELTLINE GP
\$300,000

FAY &
FAY
\$8,520

MERLION
\$350.00

SOULFREAK
HOLDINGS
\$41,400

MARGARITA
JONES
\$200,000

PROJECTS APPROVED

REIMBURSEMENT PENDING: \$3,877,867

2026

\$50,000

Seabrook Retail

2027+

\$3,247,497

The Edge

Pomodoro's - Pending

Neighborhood Tap - Pending

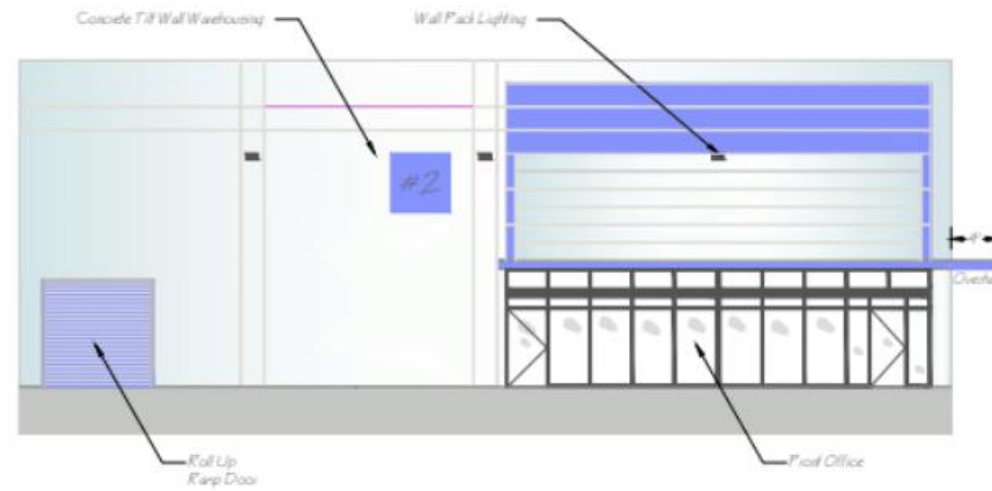
FREEZER WAREHOUSE

\$15 Million Investment
Groundwork In Progress

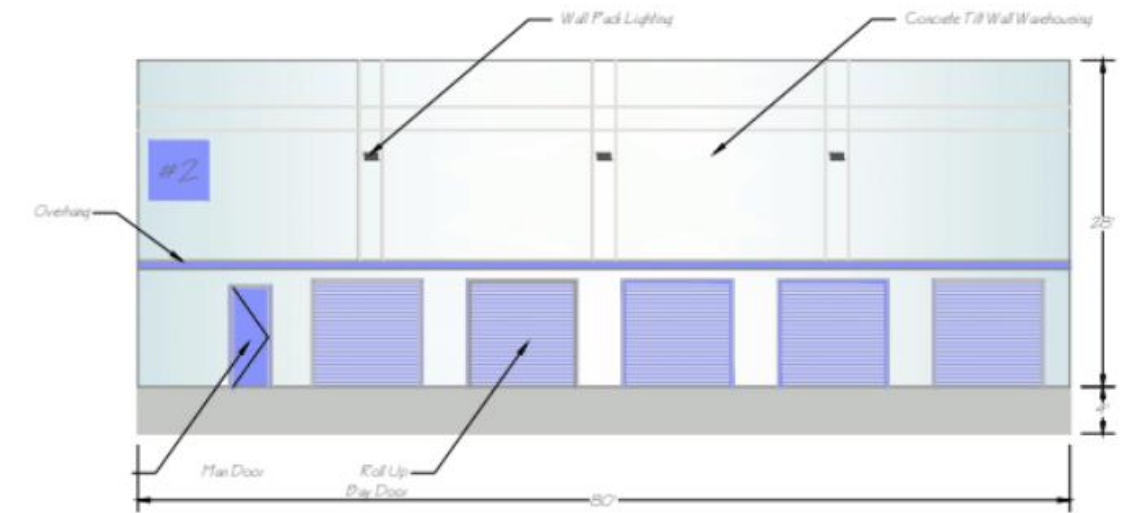


QUIET WAREHOUSE

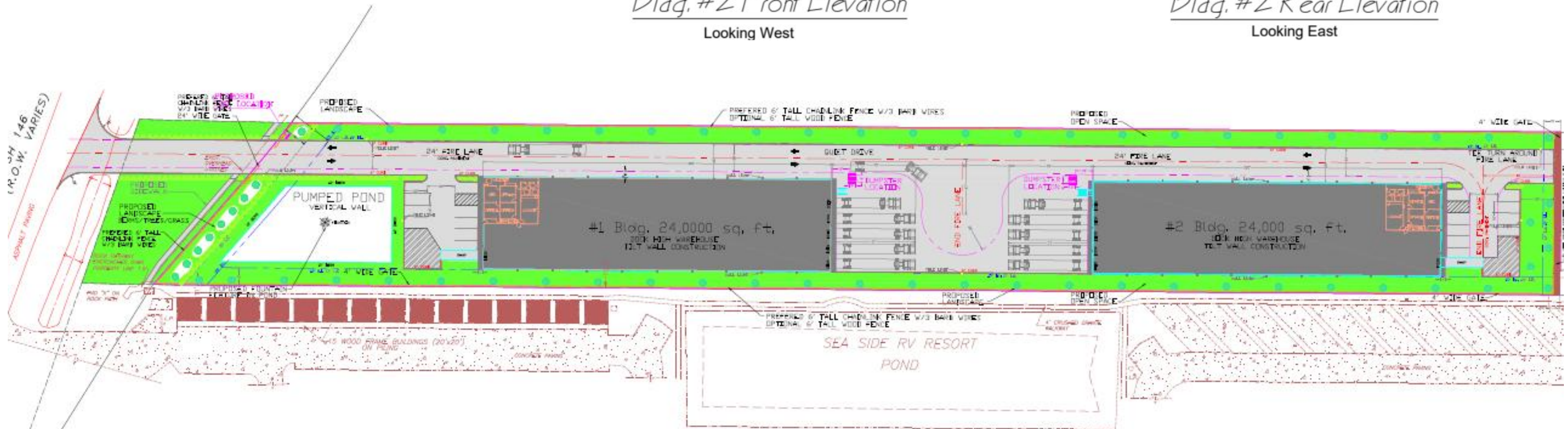
\$7 Million Investment
In Permitting



Bldg. #2 Front Elevation
Looking West



Bldg. #2 Rear Elevation
Looking East



EDC WEBSITE ANALYTICS

OCTOBER 1, 2025 - APRIL 30, 2026

NEW
USERS
3.6K

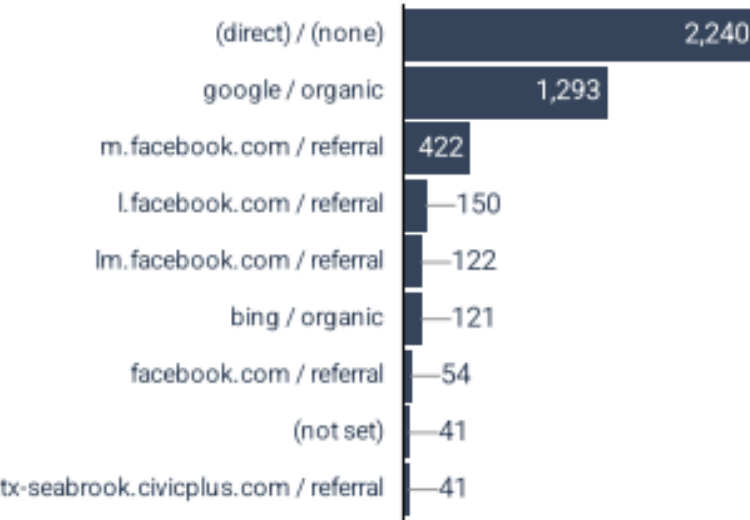
ACTIVE USERS
3.7K
↓ -10.3%

NEW USERS
3.6K
↓ -7.8%

AVERAGE SESSION
DURATION
03:22
↑ 32.5%

EVENT COUNT
73.5K
↑ 18.6%

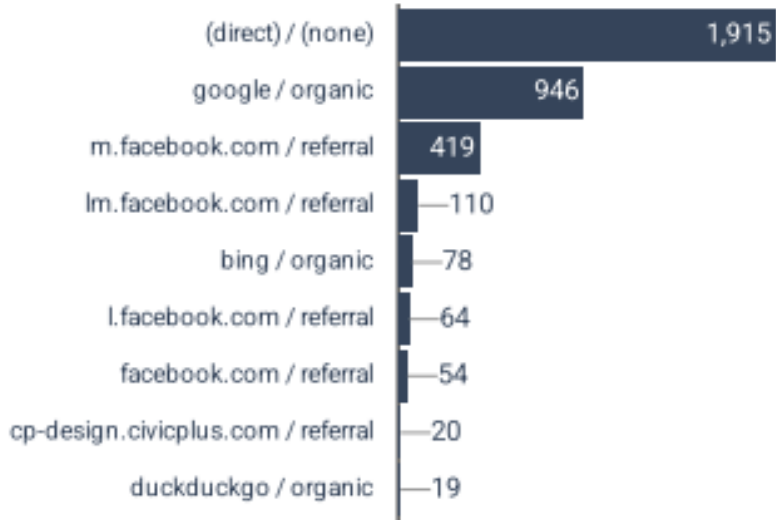
SESSIONS BY SESSION SOURCE/MEDIUM



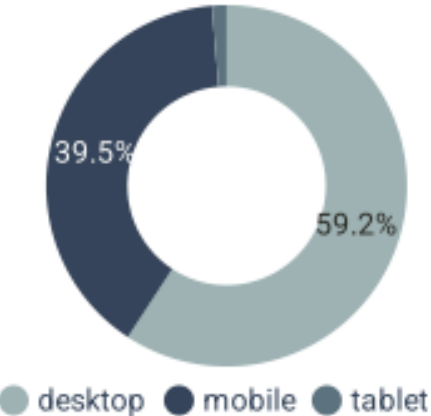
TOP PAGES/SCREENS

Page title and screen class	Views	Active users	Event count	Bounce rate
EDC Seabrook, TX - Official W...	1,785	1,121	18,977	45.74%
Lakeside Circle Area Seabroo...	1,079	862	11,850	38.12%
Incentives Seabrook, TX - Offi...	536	331	6,257	37.71%
Site Selections Seabrook, TX ...	302	257	3,058	39.06%
Mixed Use/Lakefront District ...	265	178	2,819	25.23%
Developments Seabrook, TX - ...	260	188	2,750	28.21%
Old Seabrook District Seabro...	255	193	2,708	25.23%
Total	6,653	3,417	73,480	48%

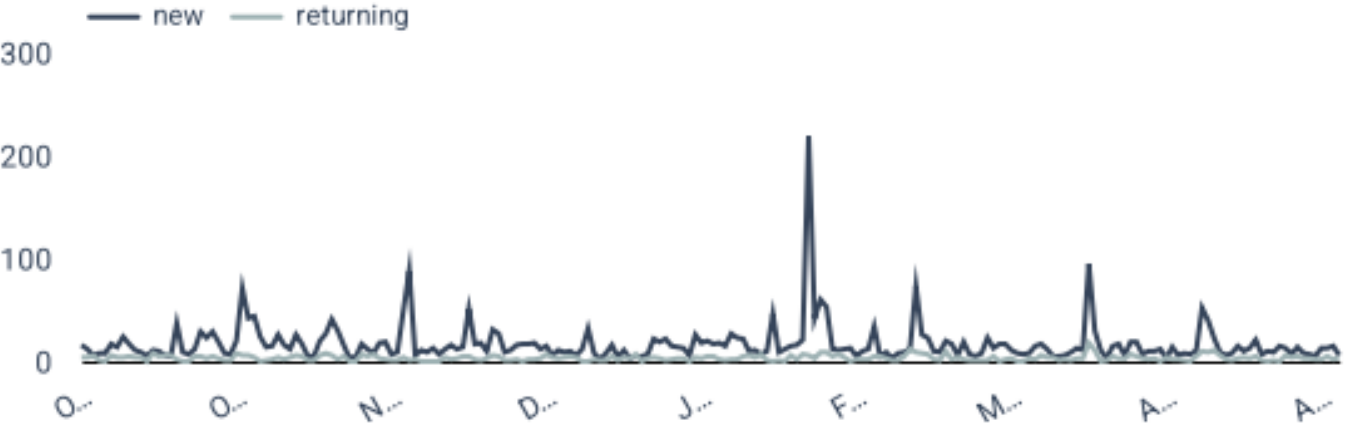
ACTIVE USERS BY FIRST USER SOURCE/MEDIUM



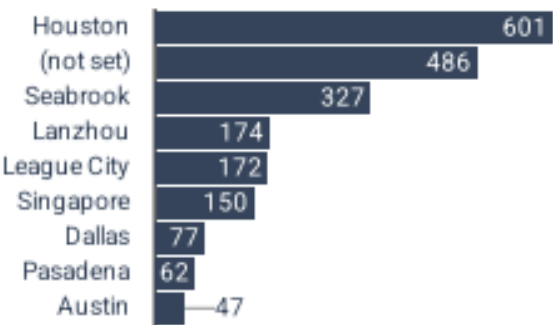
ACTIVE USERS BY DEVICE CATEGORY



NEW VS RETURNING USERS



ACTIVE USERS BY CITY



VISIT SEABROOK WEBSITE ANALYTICS

OCTOBER 1, 2025 - APRIL 30, 2026

NEW
USERS
14K

Traffic

Custom \$USD

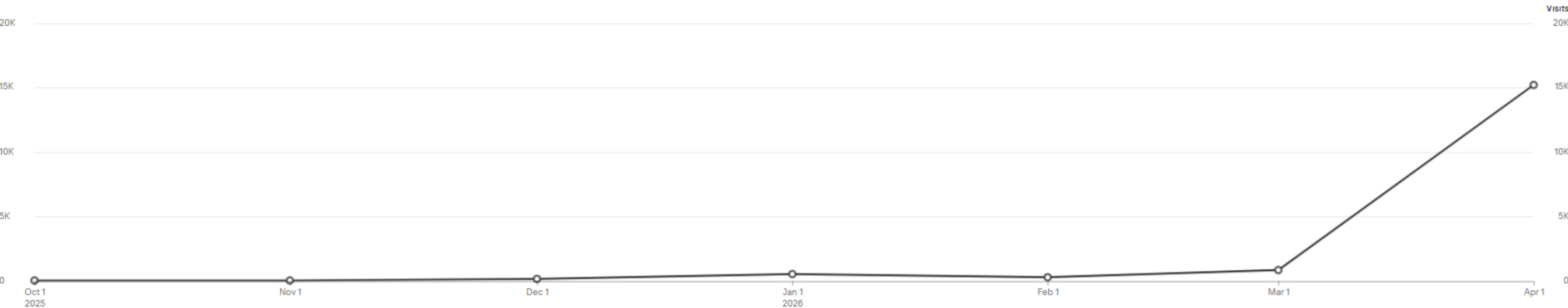
Traffic Traffic Sources Search Keywords Geography

VISITS	BOUNCE RATE	UNIQUE VISITORS	PAGEVIEWS
17K	83.81%	14K	23K
+100% yr/yr	+100% yr/yr	+100% yr/yr	+100% yr/yr

Visits

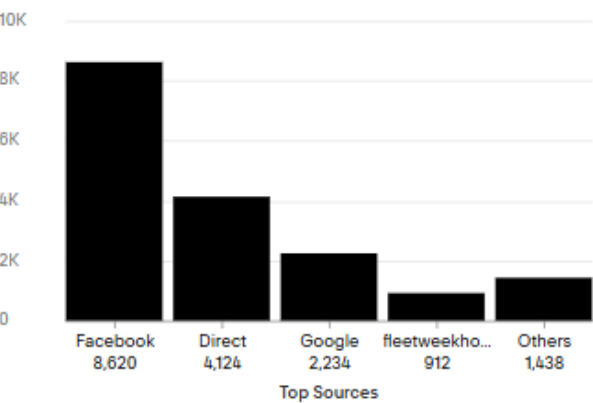
Oct 1, 2025 - Apr 30, 2026 • 17,328 Total +100% yr/yr

Monthly

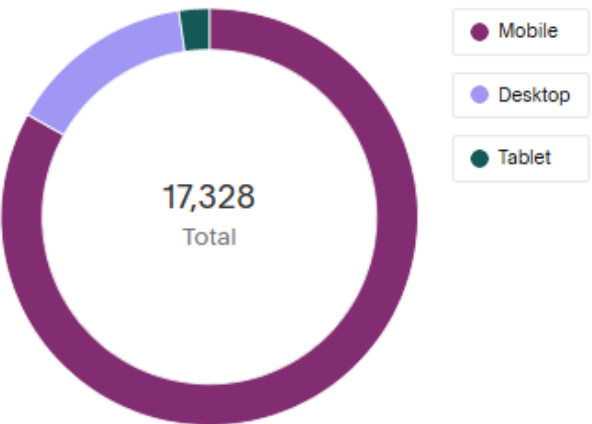


Top Sources by Visits

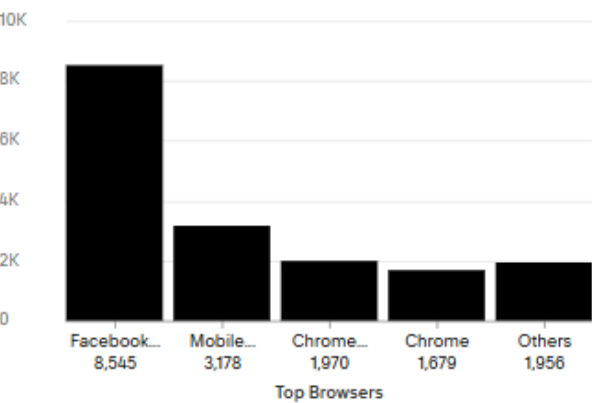
VIEW SOURCES



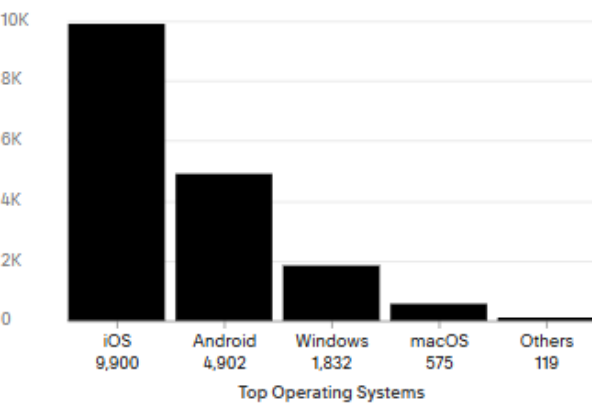
Top Devices by Visits



Top Browsers by Visits



Top Operating Systems by Visits



FACEBOOK SOCIAL MEDIA ANALYTICS

OCTOBER 1, 2025 - APRIL 30, 2026

Insights

Learn how your Page is performing.

Custom: Oct 1 - Apr 30

[See all](#)



87,027 ↓ -40%

Views ⓘ



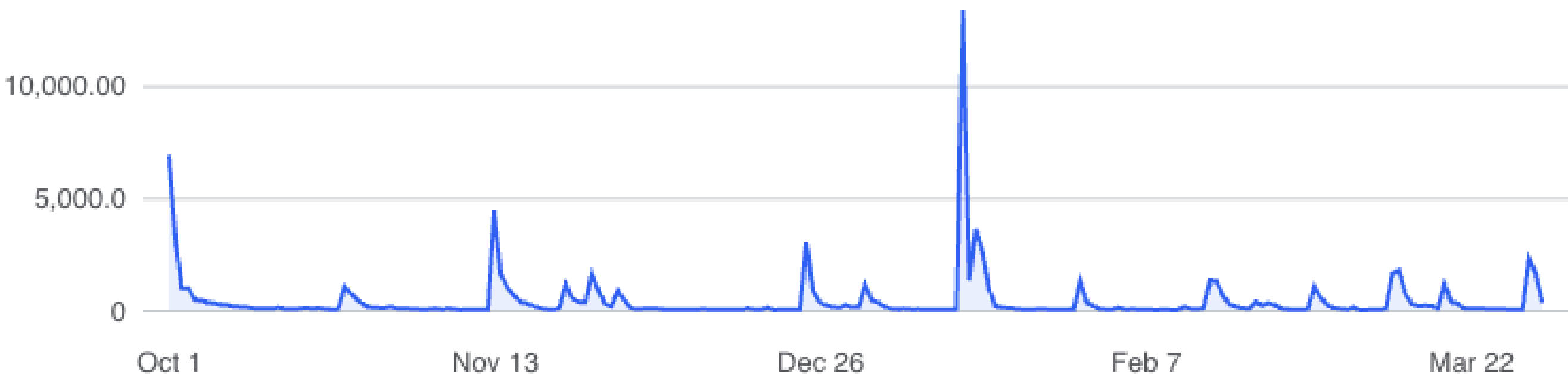
8,880 ↓ -53%

Engagement ⓘ



157 ↓ -36%

Net follows ⓘ



LINKEDIN SOCIAL MEDIA ANALYTICS

OCTOBER 1, 2025 - APRIL 30, 2026

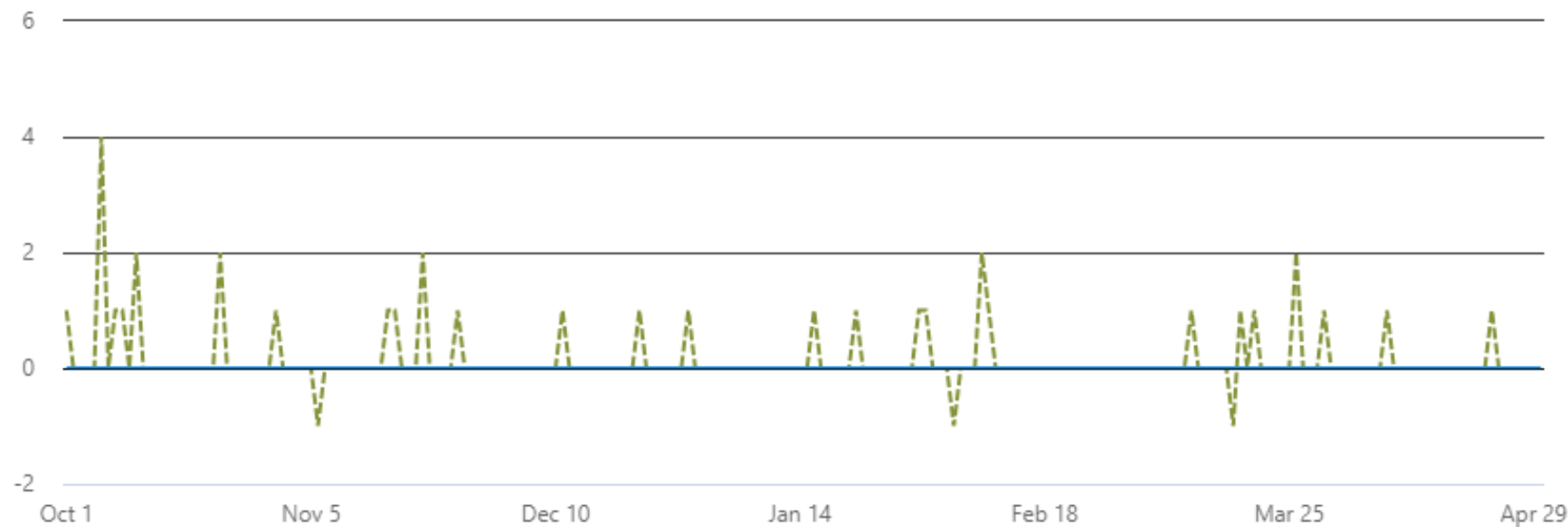
IMPRESSIONS
2,862

Follower highlights ?

277
Total followers

32
New followers in the last 212 days

Follower metrics ?



✓ Sponsored

0

✓ Organic

32

Visitor highlights ?

99
Page views

41
Unique visitors

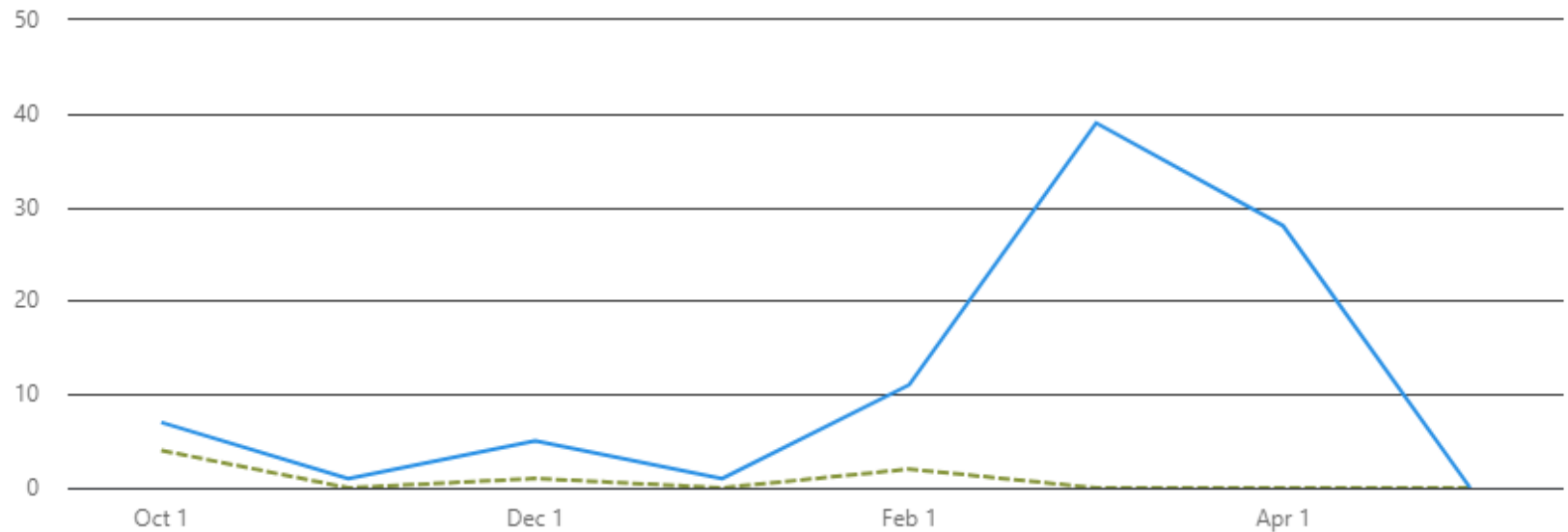
0
Custom button clicks

Visitor metrics ?

Page views ▾

All pages ▾

All filters



✓ Desktop

92

✓ Mobile

7

Highlights

Data for 10/1/2025 - 4/30/2026

2,862
Impressions

91
Reactions

3
Comments

1
Reposts

NEW OR COMING SOON

OCTOBER 1, 2025 – APRIL 30, 2026

- ❖ Dutchman Grill & Oyster Bar
- ❖ Freezer Warehouse
- ❖ Quiet Warehouse
- ❖ Mavis Tire
- ❖ Quick Quak Car Wash
- ❖ Soulfreak Cafe
- ❖ Primary Care Medical Office
- ❖ Maddie Cakes Snack Cake Bar
- ❖ Modern Bay Furniture and Mattress



COMMUNITY PARTNERSHIPS



CLEAR LAKE AREA CHAMBER OF COMMERCE

- Educates on issues for local businesses
- Spotlighting Businesses
- Advocating for Pro-business climate and public policy
- Chamber Membership and Luncheons
- Business Directory Online
- Email Blasts Online



BAY AREA HOUSTON ECONOMIC PARTNERSHIP (BAHEP)

- Engages in on-going efforts to attract new business to the City and encourages retention and expansion of existing businesses that create or retain jobs within the region.
- Advisory Services
- NASA/Retention and Recruitment of Selected Industries
- Healthcare Industry Recruitment
- Annual Reports to Seabrook EDC
- Trade Show representation



ECONOMIC ALLIANCE HOUSTON PORT REGION

- Markets the Houston Port Region
- Identifies and advocates on issues of Houston Port region significance
- Connects economic opportunities to impact equity
- Hosts events relevant to industry along the Gulf Coast
- Builds consensus on transportation/infrastructure project lists for TxDOT
- Supports community enhancement and impact projects

COMMUNITY PARTNERSHIPS CONT'D



SMALL BUSINESS DEVELOPMENT CENTER TEXAS GULF COAST NETWORK (SBDC)

- Provides an array of resources to Small Businesses
- Guides Small Businesses to success
- Counsels struggling businesses
- Services and resources are offered to small businesses free of charge.
- Hosts workshops and webinars for small businesses



U.S. SMALL BUSINESS ADMINISTRATION(SBA)

- Provides funding to Small Business Development Centers and SCORE – both are resources for small businesses
- Provides loans to small businesses
- Promotes workshops and other events to help small businesses grow



SCORE

- Provides free one-one-one mentors for small business owners
- Small businesses receive advice on starting and growing their business
- Hosts workshops and seminars for small businesses

EDC EVENTS

FLEET WEEK 2026

Visit Seabrook hosted the first-ever Fleet Week Drone Show event on Monday, April 20, 2026 from 11 a.m. to 9 p.m. The event featured a festival with vendors, food trucks, a live Navy band, Navy and Marine jets and helicopter fly overs, and more. Close to 2,000 people attended this event, which was a huge success with great media coverage.



EDC EVENTS

BROKER & PARTNER EVENT

The Seabrook Economic Development Corporation (SEDC) hosted the annual "Keels and Wheels" broker event on Friday, April 24, 2026 from 6 to 9 p.m. in conjunction with the well-known Keels & Wheels Concours d'Elegance, a vintage boat and car show. This event is aimed at showcasing Seabrook and the surrounding areas to brokers, developers, and potential business partners. The SEDC uses the occasion to highlight investment opportunities, infrastructure developments, and the city's business-friendly environment.





2025 BUSINESS OF THE YEAR

SEABROOK CHEESE CO.

The City of Seabrook was proud to announce Seabrook Cheese Company as the 2025 Seabrook Business of the Year, an honor presented by the Seabrook Economic Development Corporation in recognition of the business's strong community involvement, collaboration with fellow small businesses, and positive impact on Seabrook's historic districts. This prestigious recognition was presented at the Seabrook City Council meeting on Tuesday, January 6, 2026, to celebrate its outstanding contributions to the Seabrook community.

“

“Words cannot express how grateful we are,” said Russell Hatfield. “This recognition shows that success is measured by community awareness, collaboration with other local businesses, and the wonderful customers who support us every day.”

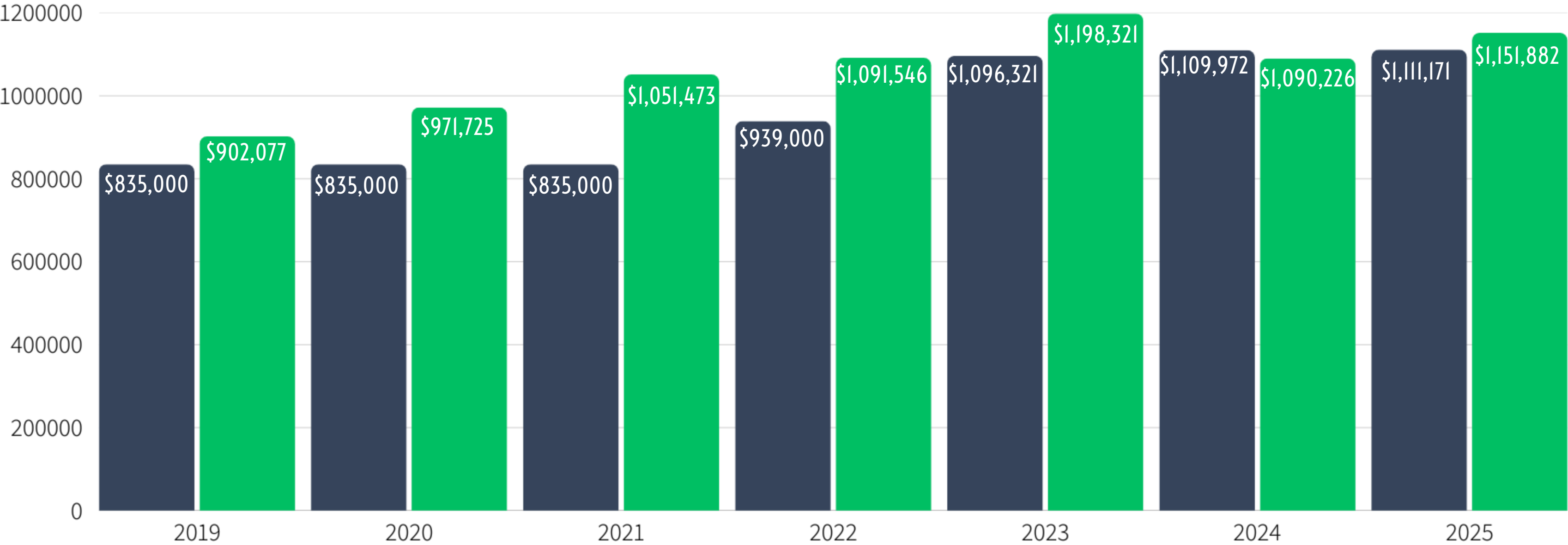
-Russell Hatfield

Seabrook Cheese Co.

”

EDC SALES TAX

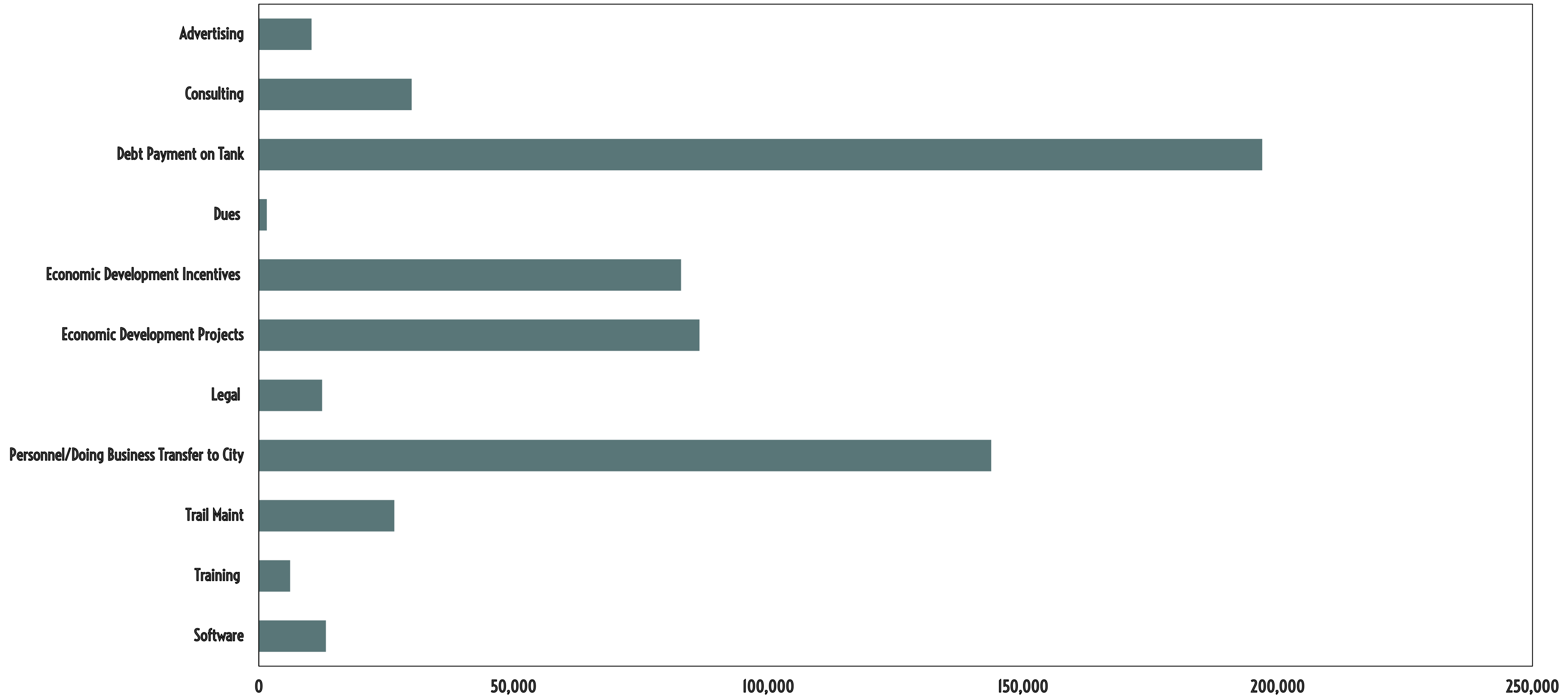
2025 Actuals projected
until final audit



ORIGINAL BUDGET

ACTUAL RECEIPTS

EDC FY 2025 EXPENDITURES



MOVING FORWARD

2024 - 2026 STRATEGIC PLAN

VISION STATEMENT

Seabrook is a sustainable, energetic, and beautiful coastal community that embraces environmental stewardship, fosters safe neighborhoods, and promotes tourism and economic diversity.

MISSION STATEMENT

The City of Seabrook is responsive, innovative, and fiscally sound in delivering services that preserve, protect, and enhance quality of life.

GOALS



SUPPORT EXISTING LOCAL
BUSINESSES & INDUSTRIES



BUSINESS MARKETING &
RECRUITMENT



QUALITY OF LIFE
INFRASTRUCTURE



COMMUNICATIONS



OLD SEABROOK



THANK YOU

WWW.SEABROOKEDC.COM



Agenda Briefing

Date of Meeting: May 19, 2026

Responsible Department: Community Development

Presenter: Sean Landis, Deputy City Manager | Planning and Zoning Director

Briefing Prepared By: Sean Landis

Strategic Focus Area:

General Information:

Consider and take all appropriate action on awarding RFP # 2026-04 City of Seabrook Urban Planning Services to Update the Zoning Ordinance Project to Freese and Nichols, Inc. with a base bid of \$248,600.00, making them the best value bidder for the project and authorizing the City Manager to execute the Professional Service Agreement.

Executive Summary / Background:

The City of Seabrook has been awarded \$250,000 in funding from the Texas General Land Office (GLO) under the Community Development Block Grant Disaster Recovery – Mitigation (CDBG-MIT) Resilient Communities Program (RCP). These funds will support a comprehensive update and rewrite of the City's zoning ordinance and official zoning map to ensure the development framework remains modern, effective, and aligned with community priorities (RFP #2026-04).

This project is fully funded through CDBG-MIT and must comply with all applicable federal, state, and local requirements, including 2 CFR Part 200. The scope of work includes a complete review and revision of the City's existing zoning ordinance, codified in Appendix A (Articles 1 through 13) of the City of Seabrook Code of Ordinances, to better implement the policies and vision outlined in the City's 2040 Comprehensive Master Plan.

The selected consultant will be responsible for a range of tasks, including: project initiation and existing conditions assessment; alignment with the Comprehensive Plan and related policies; public and stakeholder engagement; modernization of the land use matrix and zoning district framework; review of signage and landscaping standards; preparation of the draft zoning ordinance and zoning map; and support through public hearings and final adoption.

Consultants were evaluated based on their experience, past performance, capacity to perform, and proposed cost. The City received one responsive proposal from Freese and Nichols, Inc., with a base bid of \$248,600.

Freese and Nichols, Inc. has extensive experience working with the City of Seabrook, including development of the 2035 Comprehensive Master Plan (adopted in 2016), the 2040 Comprehensive Master Plan Update (adopted in 2022), and the Old Seabrook Livable Center Study (adopted in 2021).

Based on their qualifications, experience, and familiarity with the City, staff recommends that City Council approve the selection of Freese and Nichols, Inc. in the amount of \$248,600 to lead the zoning ordinance rewrite and authorize the City Manager to execute the contract.

Funding / Fiscal Information:

The City has entered into grant-related agreement with Harris County that establishes the procedures for payment, reimbursement, project oversight, and financial accountability. The agreement considered this evening will add to the Harris County agreement by outlining the responsibilities of the Grantee, Subrecipient, Harris County, and Freese and Nichols, Inc. (FNI) regarding eligible expenditures, invoicing, and grant fund administration.

The agreements require the City to maintain financial oversight and ensure that all expenditures are consistent with approved grant budgets, Harris County procedures, and contractual requirements. This grant is a 100% grant with no local match in funding required. Grant revenue and expenditures will be tracked in the General Fund with no anticipated impact on fund balance as this is a pass-through grant.

Supporting Materials Attached:

1. Combined Results Evaluation Score Sheet
2. Professional Service Agreement
3. Agreement - Harris County CDBG-MIT

Prior Action / Review by Council, Boards, Commissions:

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Staff Recommendation:

Based on their qualifications, experience, and familiarity with the City, staff recommends that City Council approve the selection of Freese and Nichols, Inc. in the amount of \$248,600 to lead the zoning ordinance rewrite and authorize the City Manager to execute the Professional Service Agreement.

City of Seabrook Urban Planning Services to Update The Zoning Ordinance

RFP 2026-04

GRADING/EVALUATION FORM

COMMITTEE , Sean, Rebecca, Nick

Respondant:	Freese and Nichols
Date:	4/9/2026
Reviewer:	Combined

CRITERIA

EXPERIENCE 30%	29%
WORK PERFORMANCE 30%	29%
CAPCITY TO PERFORM 30%	28%
Proposed Cost 10%	8%
Total	95%

Additional notes:

PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §

COUNTY OF HARRIS §

This Agreement is entered into by City of Seabrook, Texas (City) and Freese and Nichols, Inc. (FNI). In consideration of the mutual promises and covenants contained herein, the parties agree as follows:

- I. **EMPLOYMENT OF FNI:** In accordance with the terms of this Agreement, City agrees to employ and compensate FNI to perform professional services in connection with the Project. The Project is described as Zoning Ordinance Update.
- II. **SCOPE OF SERVICES:** FNI shall render professional services in connection with the Project as set forth in *Attachment SC – Scope of Services and Responsibilities of the City* which is attached to and made a part of this Agreement.
- III. **COMPENSATION:** City agrees to pay FNI for all professional services rendered under this Agreement. FNI shall perform professional services under this Agreement for a lump sum fee of \$248,581.00 to be paid according to the Schedule for Disbursement of Fees in Article III of the Attachment SC.
- IV. **TERMS AND CONDITIONS OF AGREEMENT:** The Terms and Conditions of Agreement, as set forth in *Attachment TC – Terms and Conditions of Agreement*, shall govern the relationship between the City and FNI.
- V. **GOVERNING LAW; VENUE:** This Agreement shall be administered and interpreted under the laws of the State of Texas. Venue of any legal proceeding involving this Agreement shall be in Harris County, Texas.
- VI. **EFFECTIVE DATE:** The Effective Date of this Agreement shall be the date on which the last party signs below.

Nothing in this Agreement shall be construed to give any rights or benefits under this Agreement to anyone other than the City and FNI. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the City and FNI and not for the benefit of any other party. This Agreement constitutes the entire agreement between the City and FNI and supersedes all prior written or oral understandings. This Agreement is to be executed in two counterparts.

IN WITNESS WHEREOF, the parties hereto execute this Agreement as of the Effective Date.

CITY OF SEABROOK, TEXAS

By: _____
Name: _____
Title: _____
Date: _____
Attest: _____

FREESE AND NICHOLS, INC.

By:  _____
Name: Chance Sparks
Title: Principal / Vice President
Date: May 7, 2026
Attest:  _____

SCOPE OF SERVICES AND RESPONSIBILITIES OF THE CITY

City of Seabrook Zoning Ordinance

ARTICLE I

BASIC SERVICES: FNI shall render the following professional services in connection with the development of the Project:

PROJECT UNDERSTANDING AND SCOPE OF SERVICES

The City of Seabrook (City) has engaged Freese and Nichols (FNI) to prepare an update to the City's existing Zoning Ordinance and Map under the Texas General Land Office's (GLO) CDBG-MIT Resilient Communities Program (RCP). The principal objective is to implement the vision established in the City's Charting the Course: 2040 Comprehensive Master Plan Update and promote a resilient future for Seabrook. The update will be guided by input from City Staff and stakeholders, as well as FNI's professional recommendations rooted in sound urban planning principles and current State law. The outcome will be zoning regulations that support resilient redevelopment and infill, reduce long-term risk, preserve small town character, and align with hazard mitigation and resilience objectives while strengthening the City's tax base.

While the City currently has a Zoning Ordinance with some elements expected to remain, it is considered a comprehensive rewrite and may result in an altered organizational structure. This understanding is operationalized in the scope of services provided below.

Tasks prepared as part of this planning effort may occur concurrently or sequentially, where appropriate, or in some cases may deviate from the sequence shown in this Scope of Services document. The result will be professional documents containing all the information described in the tasks below.

Task 1: Project Management and Quality Control

FNI will perform general project management and control project quality, progress and budget for the scoped period of completion, including FNI's monthly one-page reporting and invoicing requirements, including:

1. One-Page Progress Reports for the duration of the tasks.
2. Project schedule consistent with accomplishing the tasks within the established time of completion.
3. Internal quality control reviews of all project deliverables.
4. Establish and maintain a project communications plan, and decision/issues log.

Task 2: Specified Engagement and Meetings

FNI will conduct community engagement as detailed below. Engagement will take place through virtual and in-person meetings and online engagement methods. The following scope includes a total of ten (10) trips for in-person meetings; therefore, some meetings may be combined to maximize budget. Additional trips may require additional funding.

1. Project Initiation

Facilitate one (1) virtual meeting with City Staff at the beginning of the Project to familiarize all parties with the scope, project schedule, project kick-off, data request needs and timing, invoicing, communication and key staff, and other significant considerations advantageous to understand prior to the kick-off.

2. Kick-off Meeting and Familiarization Tour

Attend one (1) kick-off meeting with the City, preferably in person. The purpose of the meeting will be to build upon discussions of the staff initiation conference call. Immediately following the Kick-off Meeting, participate in one (1) site tour of the City to provide spatial context to conversations about the City's challenges and opportunities. If unable to conduct this as an in-person tour, the City will provide a recommended tour route and key information elements. FNI and the City may also mutually agree to other approaches. FNI will provide a summary of the Kick-off Meeting following the meeting.

3. Public and Stakeholder Engagement Plan

FNI will prepare a detailed Public Engagement Plan that will establish specific plans for facilitating community engagement throughout the Zoning Ordinance and Map update process.

4. Staff Project Team Status Meetings and Check-ins

FNI will conduct at least monthly status update meetings with City Staff project team regarding project progress and needs, with a similar pattern of internal project team coordination. These meetings will be based on an established schedule and can be adjusted between monthly and biweekly, depending on the stage and need within the Project. These meetings will be virtual, unless combined with another planned trip.

5. Stakeholder Meetings

Stakeholder meetings are planned to engage the various types of code users in the City to enhance understanding of any challenges and opportunities during the diagnostic phase. Up to four (4) one-hour (1 hour) meetings will take place in one (1) day and may be conducted in conjunction with another planned trip. Stakeholder meetings may be conducted in-person, virtually or a combination of formats, based on the agreed-upon format for the meetings between FNI and the City.

6. Project Website (hosted by FNI)

FNI will create, host and maintain a project website for the duration of the Project. The website will contain project information, online survey link, and draft work product. The content of the website may be transferred to the City for inclusion on a City-hosted website following the Project, to maintain a continuous source of project information available to the public.

7. Online survey (1 survey)

FNI will develop one (1) non-scientific online community survey during the Project using Social Pinpoint or other similar survey platform to reach residents on a digital platform accessible by home computers and smart phones, as well as various forms of social media. FNI will create a draft survey for one (1) round of City Staff consolidated edits prior to launching the survey for the public. Final survey will contain no more than 20 questions.

8. Advertising

FNI will create flyers, website graphics, and social media graphics to advertise for the listed public engagement events and input opportunities. City Staff will distribute project flyers and social media posts, as well as push out meeting invites, notices, and project website information to their existing lists and on social media.

9. Community Workshops

FNI will conduct up to two (2) in-person Community Workshops: one during Code Diagnostic and one during Code Drafting. FNI will prepare meeting materials and provide a summary of input received at each workshop.

10. Planning and Zoning Commission Meetings

FNI will conduct up to four (4) in-person Planning and Zoning Commission Meetings over the course of the Project. The first meeting will take place at the beginning of the Project during the Code Diagnostic phase to gather input about the zoning ordinance for the diagnostic report. Up to two (2) additional meetings may take place during the process to give an update on the drafting process and gather input from the Planning and Zoning Commission about draft content. The last meeting will take place at the end of the process to present the final Zoning Ordinance and Map for adoption. The meetings may be structured as joint meetings between the Planning and Zoning Commission and City Council.

11. City Council Meetings

FNI will prepare for, attend, and present at up to two (2) in-person Council meetings over the course of the Project. The first meeting will take place at the beginning of the Project during the Code Diagnostic phase to present the diagnostic report, and the second meeting will take place at the end of the process to present and adopt the Final Zoning Ordinance and Map. The meetings may be structured as joint meetings between the Planning and Zoning Commission and City Council.

Deliverables:

- One (1) Summary of the kickoff meeting
- One (1) Public Engagement Plan
- Agendas, meeting materials, and other typical meeting support documents
- Community Input Summary Report for each engagement opportunity

Task 3: Zoning Ordinance Outline and Code Analysis

1. Zoning Ordinance Outline and Work Plan

FNI will prepare and finalize a project work plan and outline based on incorporating, updating, or rewriting content in the current Zoning Ordinance (Appendix A of the Code of Ordinances, Articles 1 through 13). The primary focus will be to prepare an updated ordinance that reflects current best practices in land use regulation, resiliency planning, and implementation of the City's long-term vision established in the City's 2040 Comprehensive Master Plan. The updated ordinance will ensure the City's development framework remains modern, effective, and aligned with community priorities by operationalizing recommendations from the Comprehensive Master Plan and other

recently adopted plans, addressing inconsistencies with relevant state/case law, improving the user experience and organizational structure, integrating plan graphics and tables in lieu of complex text, and incorporating best practices to the extent practical.

The following elements of the Code of Ordinances will be consulted for potential cross-reference or conflict-avoidance, as deemed appropriate with City Staff. The elements will not be reviewed or revised in their entirety as part of the scope.:

- a. Part 1 Charter and Order of Incorporation
- b. Chapter 2 – Administration (relevant to the enabling of Boards, Committees and Commissions)
- c. Chapter 18 – Buildings and Building Regulations
- d. Chapter 22 – Businesses
- e. Chapter 30 – Environment
- f. Chapter 38 – Floods
- g. Chapter 80 – Subdivisions
- h. Chapter 95 – Utilities
- i. Chapter 10 – Streets, Sidewalks and Other Public Places

2. Diagnostic of Current Regulations and Zoning Map

FNI will produce a code diagnostic and analysis report to lay the foundation for revising the existing regulations and map. It is expected to be a high-level document not to exceed 30 pages. The diagnostic report will be used to guide the creation of the Zoning Ordinance and update to its included regulations. The diagnostic report will be in memorandum/report format, aligned with the RCP reporting requirements, and will summarize the issues and recommended changes to the existing regulations, informed by the direction of the Comprehensive Master Plan. The Diagnostic Report will include an evaluation of the existing Zoning Ordinance against the 2040 Comprehensive Master Plan Update. The zoning map will also be evaluated as part of the diagnostic.

Action by the City to confirm the Code Diagnostic and Analysis Report will serve as direction to prepare the updated development regulations, as well as to proceed with policy direction for the Report's recommendations.

Focus areas for the audit will include:

- A review of zoning district standards, land use regulations, development requirements, and administrative procedures to ensure consistency with State law;
- Evaluation of ordinance organization, clarity, and enforceability;
- Land Use Matrix and District Framework
- Signage and Landscaping Standards
- Comprehensive Master Plan Audit
- Analysis of the zoning map, district boundaries, and existing land use patterns;

Deliverables:

- A Code Diagnostic and Analysis Report (Existing Zoning Assessment Report) including the Comprehensive Plan Consistency Matrix and Policy Alignment Memorandum, draft and final, as electronic files in Microsoft Word and Adobe PDF formats to edit and reproduce.
- An assignment schedule and a comment resolution log will be prepared as deliverables during the review process.

Task 4: Preparation of the Zoning Ordinance

FNI shall undertake preparation of the Zoning Ordinance based upon the findings of the diagnostic report, and other inputs to achieve Zoning that is implementable, internally consistent, and aligned to the City's vision.

1. Module Drafting

The process for creating the Zoning Ordinance will be divided into multiple distinct parts (modules) to allow for focused and topical discussion between City staff and FNI. City Staff is responsible for providing one set of consolidated comments for each part, with conflicting comments either resolved or identified for a facilitated comment resolution conversation.

- a. FNI will prepare a drafting schedule, establishing regulatory content by module. This will take into consideration recent state legislative changes.
- b. One set of consolidated comments from City Staff will be provided to FNI within 14 calendar days of receipt of the working draft. After written comments have been provided, FNI and City Staff may discuss City Staff's comments and direction during regularly scheduled status meetings, as needed. A separate call can be scheduled to discuss edits, as needed, if agreed upon between FNI and City Staff.
- c. FNI will complete one revision following receipt of review comments, which will be included in the Public Review Draft.

Deliverables:

- Drafting schedule
- A draft of each module, and draft following resolution of comments from the City, as electronic files in Microsoft Word and Adobe PDF formats to edit and reproduce.
- A comment resolution log will be prepared as deliverables during the review process.

2. Public Review Draft

- a. Based on City Staff comments and revisions to the module draft reviews, FNI will prepare a Public Review Draft.
- b. FNI will deliver the Public Review Draft to the City, with City Staff providing one review within 14 calendar days of receipt. FNI will edit as necessary.
- c. FNI will provide a pdf copy of the Public Review Draft to the City and post the draft on the project website for public review and comment.
- d. FNI will review all comments with City Staff and address as necessary to prepare a Final Draft for adoption consideration.

Deliverables:

- A full public review draft of the Zoning Ordinance, as electronic files in Microsoft Word and Adobe PDF formats to edit and reproduce.
- A comment log of public comments, and resolution of comments as directed by City Staff.

3. Final Draft, Adoption and Publication

- a. FNI will provide a Final Draft to the City.
- b. City will be responsible for coordinating, paying for, and ensuring public advertisements are done appropriately for Zoning Ordinance adoption.
- c. FNI will provide an as-adopted Zoning Ordinance following adoption, incorporating changes that occurred at adoption.

Deliverables:

- A full final draft of the Zoning Ordinance, as electronic files in Microsoft Word and Adobe PDF formats to edit and reproduce.
- A comment log of Commission and City Council comments/directives, and their resolution as directed by City Staff.
- An as-adopted Zoning Ordinance, as electronic files in Microsoft Word and Adobe PDF formats to edit and reproduce.
- Where other software is used to produce content, such as Adobe Creative Suite, and similar products, final delivery will include final content as well as the necessary production files to support ability to edit by the City (provided City has the necessary software)

Task 5: Zoning Map Development

1. Updated Zoning Map

FNI will revise the City's zoning shapefile/feature class to create a map to serve as the basis for a citywide rezoning. The map will incorporate revisions to zoning districts as established through the module drafting process. Zoning map recommendations will be guided by clear, documented criteria that prioritize consistency with the Comprehensive Master Plan, compatibility with surrounding development, redevelopment and infill potential, and reduction of nonconformities where feasible. Draft zoning map updates will be reviewed collaboratively with City Staff to refine boundaries, address unique or transitional parcels and confirm the map is practical to administer. The analysis will incorporate physical and regulatory constraints, including flood hazard areas, waterfront conditions, infrastructure and existing development patterns, to verify that zoning aligns with both resilience objectives and neighborhood context.

- a. FNI will prepare a draft map based on data analysis and collaboration with City Staff. FNI will deliver the draft map to the City, with City Staff providing one review within 14 calendar days of receipt.
- b. FNI will edit and prepare a final Zoning Map.

Deliverables:

- Copies of the draft and final Zoning Maps, as electronic files in ArcGIS and Adobe PDF formats to edit and reproduce.

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ARTICLE II

ADDITIONAL SERVICES: Additional Services to be performed by FNI, if authorized by the City, which are not included in the above-described basic services, are described as follows:

A. Zoning Ordinance Implementation Support

FNI may provide support for implementation of the new Zoning Ordinance, including:

a. Development Guide, Forms and Checklists

FNI shall create/revise a development guide of application forms and checklists necessary to support the operational implementation of the Zoning Ordinance.

b. User Education

FNI shall create educational programming to support the education of common code users to the new Zoning Ordinance, oriented towards audiences of City Staff, Commission/Council, design professionals and others.

- B. Printing and binding of documents in addition to those identified in ARTICLE I will be billed in accordance with Attachment CO. FNI, following a request for assistance from the City, will prepare an estimate for approval by the City prior to initiating work.
- C. Making revisions to drawings or other report documents when such revisions are 1) not consistent with approvals or instructions previously given by the City or 2) due to other causes not solely within the control of FNI.
- D. Meetings or trips in excess of the number of meetings included in Article I for coordination meetings, public meetings or other activities. Additional meetings requested by the City in excess of those included in Article I will be billed hourly in accordance with the rates outlined in Attachment CO.
- E. Updates to other development regulations such as the Subdivision Ordinance, Building Regulations or other elements of the Code of Ordinances outside of the Appendix A Zoning Ordinance.
- F. Preparing applications and supporting documents for government grants, loans, or planning advances and providing data for detailed applications.
- G. Preparing data and reports for assistance to City in preparation for hearings before regulatory agencies, courts, arbitration panels or any mediator, giving testimony, personally or by deposition, and preparations therefore before any regulatory agency, court, arbitration panel or mediator.
- H. Revisions, contract modifications, studies or analysis required to comply with local, state, federal or other regulatory agencies that become effective after the date of this Agreement.
- I. Providing basic or additional services on an accelerated time schedule. This includes cost for overtime wages of employees and consultants, inefficiencies in work sequence and plotting or reproduction costs directly attributable to an accelerated time schedule directed by the City.
- J. Preparing statements for invoicing or other documentation for billing other than for the standard invoice for services attached to this Agreement.
- K. Providing document revisions in excess of those outlined in Article I.
- L. Live language translation for public meetings and engagements.

ARTICLE III

TIME OF COMPLETION: FNI is authorized to commence work on the Project upon execution of this Agreement and agrees to complete the services within **twelve (12) months of the notice to proceed**. The anticipated project schedule is as follows:

If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in City or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc. These delays may result in an adjustment to compensation as outlined on the face of this Agreement and will be based upon rates outlined in Attachment CO.

COMPENSATION FOR BASIC SERVICES:**Schedule for Disbursement of Fees:**

Compensation to FNI shall be invoiced and paid as described below upon approval by an approved City's Representative, and in accordance with the tasks and task products in the Scope of Services. If at any point, the City's Representative evaluates and deems a task product not sufficient to the stated scope, any and all discrepancies shall be put in writing to FNI for improvement or correction. Any such modifications to an existing task product not outside of the scope of services, shall not constitute additional expense, unless deemed excessive by the number of working hours needed to complete.

City of Seabrook will be invoiced for the total fee of \$248,581.00 as follows:

- 1st invoice (upfront, 15% of project effort) - \$37,500.00
- 2nd invoice (upon completion of 25% of project effort) - \$25,000.00
- 3rd invoice (upon completion of 50% of project effort) - \$62,500.00
- 4th invoice (upon completion of 75% of project effort) - \$62,000.00
- 5th invoice (upon completion of 100% of project effort) - \$61,581.00

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ARTICLE IV

RESPONSIBILITIES OF THE CITY: City shall perform the following in a timely manner so as not to delay the services of FNI:

- A. Provide meeting space and coordinate equipment needs, room setup, refreshments, and logistics for meetings outlined in Article I.
- B. Contact meeting invitees for stakeholder and public meeting(s). This includes email, mail, newsletter or other forms of public notification and outreach. City will maintain the project contact distribution list and be the point of contact for community members.
- C. Draft and publish the required notifications for public hearings and adoption of the Zoning Ordinance in according to state requirements.
- D. Examine and provide prompt feedback on all submittals, draft reports, sketches, drawings, and other documents presented by FNI within a reasonable time so as not to delay the services of FNI. City comments should be consolidated with clear and concise edits, preferably typed for legibility.
- E. Designate in writing a person to act as City's representative with respect to the services to be rendered under this Agreement. Such person shall have contract authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to FNI's services for the Project.
- F. City's designated representative will serve as the City's contact person to work with FNI and to act as an intermediary with FNI and other city, county, or local officials, organizations, and stakeholders, as necessary. FNI will take direction from the City-appointed contact person.
- G. Arrange for access to and make all provisions for FNI to enter upon public and private property as required for FNI to perform services under this Agreement.
- H. Provide information from all previous and current studies and projects (as available) that may affect the outcome of the zoning ordinance in digital format.
- I. It is assumed that the City will provide all necessary base mapping data in ESRI's ArcGIS compatible electronic format in order to generate necessary mapping, including the most recently updated zoning map, aerial imagery, jurisdictional boundaries, parcels, street centerlines, and any other digital mapping data that is needed to create an updated Zoning Map. These files will be in the form of GIS file types native to ESRI ArcGIS. City will ensure the GIS data is in good shape and able to be updated. If data is not available or is in poor condition, warranting significant modifications/redrawing to become usable, this will need to be coordinated through a contract amendment discussion and may increase the project cost.
- J. City will provide periodic updates to the Planning and Zoning Commission and City Council about the Project, as needed, to keep them aware of the project status and upcoming milestones. These updates are in addition to the meetings outlined in this scope under Article I. FNI may provide applicable supporting documentation to supplement the updates.
- K. Bear all costs incident to compliance with the requirements of this Article IV.
- L. Coordinate submission of deliverables as required by the CDBG RCP Grant.

ARTICLE V

DESIGNATED REPRESENTATIVES: FNI and City designate the following representatives:

City's Project Representative

Name:

E-mail:

Phone:

City's Accounting Representative

Name:

E-mail:

Phone:

FNI's Project Representative

Name: Alexis Garcia

E-mail: Alexis.Garcia@freese.com

Phone: 832-456-4757

FNI's Accounting Representative

Name: Raquel Longoria

E-mail: Raquel.Longoria@freese.com

Phone: 817-735-7256

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TERMS AND CONDITIONS OF AGREEMENT

1. **DEFINITIONS:** As used herein: (1) City refers to the party named as such in the Agreement between the City and FNI; (2) FNI refers to Freese and Nichols, Inc., its employees and agents, and its subcontractors and their employees and agents; and (3) Services refers to the professional services performed by FNI pursuant to the Agreement.
2. **INFORMATION FURNISHED BY CITY:** City will assist FNI by placing at FNI's disposal all available information pertinent to the project, including previous reports and any other data relative to design or construction of the project. FNI shall have no liability for defects or negligence in the Services attributable to FNI's reliance upon or use of data, design criteria, drawings, specifications, or other information furnished by City. To the fullest extent permitted by law, City agrees to indemnify and hold FNI harmless from any and all claims and judgments, and all losses, costs, and expenses arising therefrom. FNI shall disclose to City, prior to use thereof, defects or omissions in the data, design criteria, drawings, specifications, or other information furnished by City to FNI that FNI may reasonably discover in its review and inspection thereof.
3. **STANDARD OF CARE:** FNI will perform all professional services under this Agreement with the professional skill and care ordinarily provided by competent members of the subject profession practicing under the same or similar circumstances and professional license as expeditiously as is prudent considering the ordinary professional skill and care of a competent member of the subject profession. FNI makes no warranties, express or implied, under this Agreement or otherwise, in connection with any Services performed or furnished by FNI.
4. **INSURANCE:** FNI shall provide City with certificates of insurance with the following minimum coverage:

<u>Commercial General Liability</u> \$2,000,000 General Aggregate <u>Automobile Liability (Any Auto)</u> \$1,000,000 Combined Single Limit	<u>Workers' Compensation</u> As required by Statute <u>Professional Liability</u> \$3,000,000 Annual Aggregate
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5. **CHANGES:** City, without invalidating the Agreement, may order changes within the general scope of Services required by the Agreement by altering, adding, and/or deducting from the Services to be performed. If any such change under this clause causes an increase or decrease in FNI's cost or time required for the performance of any part of the Services, an equitable adjustment will be made by mutual agreement and the Agreement will be modified in writing accordingly.

FNI will make changes to the drawings, specifications, reports, documents, or other deliverables as requested by City. However, when such changes differ from prior comments, directions, instructions, or approvals given by City or are due to causes not solely within the control of FNI, FNI shall be entitled to additional compensation and time required for performance of such changes to the Services authorized under this Agreement.
6. **OPINION OF PROBABLE CONSTRUCTION COSTS:** No fixed limit of project construction cost shall be established as a condition of the Agreement, unless agreed upon in writing and signed by the parties hereto. If a fixed limit is established, FNI shall be permitted to include contingencies for design, bidding, and price escalation in the construction contract documents to make reasonable adjustments in the scope of the project to adjust the project construction cost to the fixed limit. Such contingencies may include bid allowances, alternate bids, or other methods that allow FNI to

determine what materials, equipment, component systems, and types of construction are to be included in the construction contract documents. Fixed limits, if any, shall be increased by the same amount as any increase in the contract price after execution of the construction contract.

FNI will furnish an opinion of probable construction or program cost based on present day pricing, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions, and utilitarian considerations of operations and maintenance costs prepared by FNI hereunder will be made on the basis of FNI's experience and qualifications and represent FNI's judgment as an experienced and qualified design professional. It is recognized, however, that FNI does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices. Accordingly, FNI cannot and does not warrant or represent that bids or cost proposals will not vary from the City's project budget or from any estimate or opinion of probable construction or program cost prepared by or agreed to by FNI.

7. **PAYMENT:** Progress payments may be requested by FNI based on the amount of Services completed. Payment for Services shall be due and payable upon submission of a statement for Services to City and in acceptance of Services as satisfactory by City. Statements for Services shall not be submitted more frequently than monthly. Any applicable taxes imposed upon the Services, expenses, and charges by any governmental body after the execution of this Agreement will be added to FNI's compensation.

If City fails to make any payment due FNI for Services, expenses, and charges within 30 days after receipt of FNI's statement for Services therefore, the amounts due FNI will be increased at the rate of 1 percent per month from said 30th day, and, in addition, FNI may, after giving 7 days' written notice to City, suspend Services under this Agreement until FNI has been paid in full for all amounts due for Services, expenses, and charges.

If FNI's Services are delayed or suspended by City or are extended for more than 60 days through no fault of FNI, FNI shall be entitled to equitable adjustment of rates and amounts of compensation to reflect reasonable costs incurred by FNI in connection with such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

8. **OWNERSHIP OF DOCUMENTS:** All drawings, reports, data, and other project information developed in the execution of Services provided under this Agreement shall be the property of City upon payment of FNI's fees for Services. FNI may retain copies for record purposes. City agrees such documents are not intended or represented to be suitable for reuse by City or others. Any reuse by City or by those who obtained said documents from City without written verification or adaptation by FNI, will be at the City's sole risk and without liability or legal exposure to FNI, or to FNI's independent associates or consultants. To the fullest extent permitted by law, City shall indemnify and hold harmless FNI and FNI's independent associates and consultants from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle FNI to further reasonable compensation. FNI may reuse all drawings, report data, and other project information in the execution of Services provided under this Agreement in FNI's other activities. Any reuse by FNI will be at FNI's sole risk and without liability or legal exposure to City, and FNI shall indemnify and hold harmless City from all claims, damages, losses, and expenses including reasonable attorneys' fees arising out of or resulting therefrom.

9. **TERMINATION:** The obligation to provide Services under this Agreement may be terminated by either party upon 10 days' written notice. In the event of termination, FNI will be paid for all Services rendered and reimbursable expenses incurred to the date of termination and, in addition, all reimbursable expenses directly attributable to termination.
10. **CONSTRUCTION REPRESENTATION:** If required by the Agreement, FNI will furnish construction representation according to the defined scope for these Services. FNI will observe the progress and the quality of work to determine in general if the work is proceeding in accordance with the construction contract documents. In performing these Services, FNI will report any observed deficiencies to City, however, it is understood that FNI does not guarantee the contractor's performance, nor is FNI responsible for the supervision of the contractor's operation and employees. FNI shall not be responsible for the contractor's means, methods, techniques, sequences, or procedures of construction or the safety precautions and programs incident to the work of the contractor. FNI shall not be responsible for the acts or omissions of any person (except its own employees or agents) at the project site or otherwise performing any of the work of the project. If City designates a resident project representative that is not an employee or agent of FNI, the duties, responsibilities, and limitations of authority of such resident project representative will be set forth in writing and made a part of this Agreement before the construction phase of the project begins.
11. **GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT:** City agrees to include provisions in the general conditions of the construction contract that name FNI: (1) as an additional insured and in any waiver of subrogation rights with respect to such liability insurance purchased and maintained by the contractor for the project (except workers' compensation and professional liability policies); and (2) as an indemnified party in any indemnification provisions where City is named as an indemnified party.
12. **POLLUTANTS AND HAZARDOUS WASTES:** It is understood and agreed that FNI has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at the project site, if any, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposures to such substances or conditions. The parties agree that in performing Services required by this Agreement, FNI does not take possession or control of the subject site, but acts as an invitee in performing Services, and is not therefore responsible for the existence of any pollutant present on or migrating from the site. Further, FNI shall have no responsibility for any pollutant during clean-up, transportation, storage or disposal activities.
13. **SUBCONTRACTS:** If, for any reason and at any time during the progress of providing Services, City determines that any subcontractor for FNI is incompetent or undesirable, City shall notify FNI accordingly and FNI shall take immediate steps for cancellation of such subcontract. Subletting by subcontractors shall be subject to the same regulations. Nothing contained in the Agreement shall create any contractual relation between any subcontractor and City.
14. **PURCHASE ORDERS:** If a purchase order is used to authorize FNI's Services, only the terms, conditions, and instructions typed on the face of the purchase order shall apply to this Agreement. Should there be any conflict between the purchase order and the terms of this Agreement, then this Agreement shall prevail and be determinative of the conflict.

15. **CONSEQUENTIAL DAMAGES:** In no event shall FNI be liable in contract, tort, strict liability, warranty, or otherwise for any special, indirect, incidental, or consequential damages (such as loss of product, loss of use of equipment or systems, loss of anticipated profits or revenue, non-operation or increased expense of operation), arising out of, resulting from, or in any way related to this Agreement or the project.
16. **ARBITRATION:** No arbitration, arising out of or relating to this Agreement, involving one party to this Agreement may include the other party to this Agreement without their approval.
17. **SUCCESSORS AND ASSIGNMENTS:** City and FNI and the partners, successors, executors, administrators, and legal representatives of each are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither City nor FNI shall assign, sublet, or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent FNI from employing such independent associates and consultants as FNI may deem appropriate to assist in the performance of Services hereunder.



Harris County, Texas

1001 Preston St., 1st Floor
Houston, Texas 77002

Commissioners Court

Request for Court Action

File #: 26-0728

Agenda Date: 1/29/2026

Agenda #: 85.

Primary Department: Housing and Community Development

Primary Department Head/Elected Official: Thao Costis, Executive Director

Secondary Department: N/A

Secondary Department Head/Elected Official: N/A

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Award

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): City of Seabrook

	YES	NO	ABSTAIN
Judge Lina Hidalgo	☒	☐	☐
Comm. Rodney Ellis	☒	☐	☐
Comm. Adrian Garcia	☒	☐	☐
Comm. Tom S. Ramsey	☒	☐	☐
Comm. Lesley Briones	☒	☐	☐

MWBE Contracted Goal (if applicable): N/A

MWBE Current Participation (if applicable): N/A

Justification for 0% MWBE Participation Goal: N/A - Goal not applicable to request

Grant Indirect Costs Rate (if applicable): 0%

Justification for 0% Grant Indirect Costs Rate (if applicable): N/A - Not a grant item

Request Summary (Agenda Caption):

Request for approval of an agreement with the City of Seabrook for \$250,000 in Community Development Block Grant Mitigation (CDBG-MIT) funding for Planning Studies.

Background and Discussion:

The Harris County Housing and Community Development (HCD), acting as the designated CDBG-MIT grantee, is requesting approval of a Written Agreement between HCD and the City of Seabrook for the allocation of \$250,000 in CDBG-MIT funding. The proposed agreement outlines the responsibilities of the City of Seabrook as the subrecipient, specifies the scope of the planning studies to be conducted, and establishes federal compliance requirements, including reporting, financial management, and record-keeping standards. This funding is designated to help the City update its Zoning Ordinance, which will serve as a regulatory foundation to manage land use and development in a manner that promotes the safety and well-being of its residents. This project presents a critical opportunity for the City of Seabrook to evaluate and revise its land use regulations in a manner that promotes increased safety and resilience.

Expected Impact:

The proposed agreement will have a fiscal impact of \$250,000 in CDBG-MIT funding. This planning study project will comprehensively revise the city-wide zoning regulations to shape future growth with clear community vision. The City's zoning ordinance is critical to maintaining the character and growth of the city. Approval of this request will allow Harris County to meet federal regulatory requirements while advancing

File #: 26-0728**Agenda Date:** 1/29/2026**Agenda #:** 85.

regional mitigation and resilience objectives.

Presented to Commissioners Court

Alternative Options:

January 29, 2026

N/A

Approve: G/B

County Strategic Plan Goal: 5. Minimize the impact of climate change and disasters.**County Strategic Plan Objective:** R: Enhance disaster preparedness, response, recovery, and resiliency.**Justice/Safety Initiative (Goal 1):** N/A**Infrastructure Initiative (Goal 2):** N/A**Economy Initiative (Goal 3):** N/A**Health Initiative (Goal 4):** N/A**Climate/Resilience Initiative (Goal 5):** R3: Strengthen the County's emergency response function.**Housing Initiative (Goal 6):** N/A**Additional notes related to the Strategic Plan:****Prior Court Action (if any):**

Date	Agenda Item #	Action Taken
12/11/2025	168	Approval to complete updated planning activity applications for CDBGMIT funding
5/8/2025	197	Approval to complete updated planning activity applications for CDBGMIT funding

Location:

Address (if applicable):

Precinct(s): Precinct 2

Fiscal and Personnel Summary

Service Name	Resiliency & Quality			
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expense
Funding Sources				
Existing Budget				
Other - CDBG-MIT	\$0	\$250,000	\$250,000	\$0
Choose an item.	\$0	\$0	\$0	\$0
Choose an item.	\$0	\$0	\$0	\$0
Total Existing Budget	\$0	\$250,000	\$250,000	\$0
Additional Budget Request (<i>Requires Fiscal Review Request Form</i>)				
Choose an item.	\$0	\$0	\$0	\$0
Choose an item.	\$0	\$0	\$0	\$0

File #: 26-0728**Agenda Date: 1/29/2026****Agenda #: 85.**

Choose an item.	\$0	\$0	\$0	\$0
Total Additional Budget Request	\$0	\$0	\$0	\$0
Total Funding Sources	\$0	\$250,000	\$250,000	\$0

Grants - Proposed Budget *(For Grants Items only)*

	Labor	Non-Labor	Total	No. of Grant Years
Local Match Source - Existing Budget	\$	\$	\$	
Local Match Source - Additional	\$	\$	\$	
Grant Funds Applied for/Awarded	\$	\$	\$	

Personnel *(Fill out section only if requesting new Position Control Numbers (PCN)s)*

Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-
Total Personnel	-	-	-	-

County Attorney's Office Legal Review *(for Harris County Code Items only)*

CAO Reviewer Name and Title		CAO Review Completion Date	Click or tap to enter a date.
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Anticipated Court Date: 1/29/2026**Anticipated Implementation Date (if different from Court date):** Click or tap to enter a date.**Emergency/Disaster Recovery Note:** Disaster Recovery related item**Contact(s) name, title, department:** Kevin Garza, Assistant Director, HCD**Attachments** (if applicable): Written Agreement between HCD & the City of Seabrook

**AGREEMENT BETWEEN HARRIS COUNTY HOUSING AND COMMUNITY
DEVELOPMENT AND CITY OF SEABROOK
FOR CDBG-MIT PLANNING STUDIES**

RECITALS:

THIS AGREEMENT is made and entered by and between Harris County by and through Housing and Community Development, herein referred to as the "Grantee," and City of Seabrook, herein referred to as the "Subrecipient."

On February 9, 2018, the U.S. Department of Housing and Urban Development's Community Development Block Grant Mitigation (CDBG-MIT) program to provide financial assistance with funds appropriated under the Further Additional Supplemental Appropriations for Disaster Relief Requirements Act, 2018 (Public Law 115-123) was enacted, for necessary expenses for Activities authorized under Title I of the Housing and Community Development Act of 1974 (42 U.S.C. § 5301 et seq.).

On August 30, 2019, HUD allocates over \$4.2 billion in CDBG-MIT funding to the State of Texas and instructed the State to create an Action Plan for the funding, which was approved by HUD March 31, 2020.

On March 18, 2022, HUD approved an amendment to the CDBG-MIT Action Plan submitted by the GLO, allocating a direct allocation of \$750,000,000.00 in CDBG-MIT funds to Harris County.

Section 1.01(b) of the CDBG-MIT Action Plan was amended by reducing funding in the amount of \$541,847,826 for a total amount not to exceed \$208,152,174.

Grantee and Subrecipient desire to enter into this Agreement whereby the Grantee will grant CDBG-MIT funds to the Subrecipient for the purpose of executing planning studies aimed at addressing flood risk, enhancing infrastructure resilience, and supporting long-term disaster mitigation efforts, which is an eligible activity under the rules and regulations regarding CDBG-MIT Program Grant Funds;

The Subrecipient has submitted an application to the Grantee for CDBG-MIT funding to implement the above-described Project and shall perform the activities in a manner satisfactory to the Grantee;

The Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing CDBG-MIT funds by committing \$250,000.00 of the Grantee's Federal award, pursuant to this Agreement to meet community development needs having a particular urgency, as defined in 24 C.F.R. § 570.208, which is conducting planning studies and activities to aid in Harris County resiliency as part of the recovery from Hurricane Harvey;

The Subrecipient shall ensure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient shall include reference to

Harris County Housing and Community Development Department (HCHCDD) for the support provided; and

Notwithstanding any provision of this Agreement, the Parties hereto agree and acknowledge that this Agreement does not constitute a commitment of funds or site approval, that such a commitment of funds or approval may only occur upon approval of the Amendments between GLO and Harris County Housing and Community Development, satisfactory completion of environmental review and receipt by the Grantee of the authority to use grant funds from the U. S. Department of Housing and Urban Development under 24 C.F.R. §58. Except for administrative and management activities, which fall under the exempt activities category pursuant to 24 C.F.R. §58.34(3), the provision of any funds to the Project is conditioned on the Grantee's determination to proceed, modify, or cancel the Project based on the subsequent results of the environmental review.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is agreed between the parties hereto that;

I. SCOPE OF SERVICES

A. Eligible Activities

The Subrecipient shall provide the activities described in **Exhibit A**, attached hereto and incorporated herein for all purposes, in accordance with the provisions of this Agreement and in compliance with the requirements of the CDBG-MIT as per Title 1 of the Housing and Community Development Act of 1974 and all regulations issued there under.

B. Project Requirements

The Subrecipient shall be responsible for administering the Planning Study Project in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. This Agreement may provide only partial funding for this Project.

The activities carried out with funds provided under this Agreement shall meet one or more of the CDBG Program's National Objectives, as the same have been modified specifically for the CDBG-MIT appropriation pursuant to the 2018 Appropriations Act (Pub. L. 115-123): 1) benefit low and moderate income persons and households, 2) aid in the prevention or elimination of slums or blight, 3) meet community development needs having a particular urgency, as defined in 24 C.F.R. §570.208, as the same has been modified specifically for the CDBG-MIT appropriation regulations (84 F.R. 45847, 2-9-2018, §V.A.13). The Subrecipient shall maintain documentation that demonstrates that the activities carried out with funds provided under this Agreement meet one or more of the CDBG program's National Objectives.

Subrecipient shall provide a proposed schedule and details for the use of the Planning funds. The eligible Activities include Planning, urban environmental design, and policy-

planning and management-capacity-building Activities as listed in 24 C.F.R. § 570.205 and Section 105(a)(12) of the Act. Subrecipient will use funding for Planning Activities that will benefit the most impacted and distressed areas and mitigate from future disasters. Planning Activities will enhance Programs, operations, and knowledge for recovery, resiliency, and or mitigation.

The Subrecipient shall ensure that personnel providing services under this Agreement have all licenses required by law/or are qualified to perform the services required under this Agreement. The Subrecipient shall further ensure that all Program and/or facility licenses necessary to provide required services are current and that the Grantee shall immediately be notified if any such required licenses become invalid or are canceled during the term of this Agreement.

C. Performance Monitoring

The Subrecipient shall cooperate with program and financial monitoring visits and/or investigations performed by the Grantee's Office of Financial Services staff, the Harris County Auditor staff, the GLO, and/or the Office of the Inspector General (OIG). Substandard performance as determined by the Grantee, GLO and/or HUD will constitute non-compliance or breach with this Agreement. The Subrecipient's failure to correct substandard performance within a reasonable period of time after being notified by the Grantee will result in further corrective action by the Grantee including, but not limited to, termination of the Agreement, pursuant to 2 C.F.R. §200.338. The Subrecipient also shall cooperate with monitoring and/or investigations performed by HUD and the GLO, and comply with their findings.

D. General Administration

1. Studies Documents

The Subrecipient, through its representative selected in accordance with federal procurement regulations set out in 2 C.F.R. §200.318 and to Grantee policy and procurement guidelines, shall prepare and submit all final studies documents for the Project upon completion, but no later than July 15, 2027.

2. Bidding and Selection of Contractor and Subcontractors

All contracted and subcontracted construction activity carried out under this Agreement shall be selected and executed pursuant to federal procurement regulations set out in 2 C.F.R. Part 200 and to Harris County policy and procurement guidelines.

The Grantee reserves the right to approve the award of the proposal.

3. Written Agreements

Within fifteen (15) days after notification by the Grantee to the Subrecipient that the proposal has been approved, the Subrecipient shall provide a written “Notice of Award” to the firm , in accordance with applicable Federal, State and local procurement procedures and regulations. The Subrecipient shall contract directly with its contractor, incorporating all requirements of this Agreement herein. The contract between the Subrecipient and its contractor and all contracts between the firm and subcontractors shall be in accordance with the guidelines of this Agreement and with all applicable CDBG-MIT regulations, applicable OMB Circulars and all other “Required Federal Grant Contract Provisions”, attached as **Exhibit I** and incorporated herein for all purposes.

E. Leveraged Funds

The Subrecipient shall maintain source documentation for any leveraged funds contained in Budget detailed in **Exhibit B** of this Agreement.

II. TIME OF PERFORMANCE

Upon completion of the Project, City of Seabrook shall prepare and deliver to HCHCD the final study document showing the Project is complete.

III. EXPENSES AND PAYMENT

A. Budget

The Subrecipient shall perform its services within the monetary limits contained in **Exhibit B**, Budget. The budget is based upon detailed information submitted by the Subrecipient to the Grantee during the “Request for Qualification (RFQ)” process, and any changes to the summary budget (defined as a change between budget categories), attached at **Exhibit B**, will require Subrecipient to submit a modified detailed line item budget to the Grantee for review and approval.

B. Requesting a Budget Revision

Any proposed reallocation of funds among approved budget line items constitutes a budget revision. The Subrecipient shall provide narrative justification for the budget revision on letterhead and signed by the representatives, as stated in **Exhibit A**. A budget revision is not approved for expenditure until the Subrecipient receives written approval from the Executive Director of HCHCD, or his designee. Upon approval, the Subrecipient shall provide a revised budget to the Grantee. At the discretion of HCHCD management, no more than two (2) budget revision requests shall be allowed each year, to be submitted no later than ninety (90) days before the end of the Agreement period, as defined in Section III of this Agreement.

New line items or an increase or decrease in funds is a budget amendment and

must be formally approved by the Grantee. The Grantee reserves the right to reallocate funds among approved budget line items in Agreement to facilitate implementation of the approved Project scope.

C. Maximum Amount to be Paid

The total amount of CDBG-MIT allocated to the Subrecipient under this Agreement shall not exceed the amount shown in **Exhibit B** in the section entitled “Maximum Amount to be Paid Under this Agreement.”

The Subrecipient shall be responsible for expending awarded funds in a consistent and timely manner. The Grantee may reduce any or all of the awarded funds due to untimely expenditure of said funds.

D. Payment Contingent on Receipt of Funds from GLO -

The Grantee has no Harris County funds for the payment of services to be rendered under this Agreement, and any payment under this Agreement is contingent upon receipt of funds from GLO, by virtue of the above-mentioned grant(s). Accordingly, and notwithstanding anything herein to the contrary, the maximum amount available under the CDBG-MIT program under this Agreement shall not exceed the amount shown in **Exhibit B** in the section entitled “Maximum Amount to be Paid Under this Agreement” or the amount actually received by Grantee from GLO pursuant to the grant, whichever is less.

E. Payment for Eligible Expenses

The Grantee shall be responsible for payment only those costs that are eligible under applicable federal rules, regulations, cost principles, and other requirements relating to reimbursement with HUD grant funds. The Grantee shall make available to the Subrecipient the total costs which serve only clients from the Grantee’s service areas, provided that all reimbursements shall be limited to the actual out-of-pocket expenses incurred by the Subrecipient in the performance of this Agreement, with the exception of certain advances. No reimbursement shall be made for goods or services received by the Subrecipient as in-kind contributions from third parties for assistance to the Project. If indirect costs are charged, the Subrecipient shall develop an indirect cost allocation plan determining the appropriate Grantee share of administrative costs and shall submit such plan to the Grantee for approval

F. Payment Procedures

The Grantee shall be responsible for the payment of all expenditures under this Agreement in accordance with established Harris County procedures. To pay the invoices, the Grantee may authorize CDBG-MIT funds to be paid directly to the approved Harris County vendor(s). At the close of each month; but no later than

the 20th working day of the following month, the Subrecipient shall provide the Grantee with a detailed listing of the project expenditures along with supporting documentation of such expenditures. Based upon information submitted by the Subrecipient and consistent with any approved budget and Harris County policy concerning payment, the Grantee shall process the pay estimate through the Accounts Payable process. The Grantee may liquidate any grant funds prior to liquidating any leverage funds provided by the Subrecipient.

G. Expenditure Performance

The Subrecipient shall immediately notify the Grantee of any problems, delays or adverse conditions that will affect the ability of the Subrecipient to perform its obligations under this Agreement. Any such notice shall include a statement of actions taken or contemplated to be taken by the Subrecipient to resolve such problems, delays or adverse conditions. The Subrecipient shall also promptly notify the Grantee if the Subrecipient anticipates accomplishing the services set forth in this Agreement with a lower expenditure of funds than the amount allocated, or within a shorter period of time than specified by this Agreement.

Should the Grantee determine that the Subrecipient will not use all of the funds allocated to the Subrecipient under this Agreement, then the Grantee shall reduce the amount allocated to the Subrecipient under this Agreement for the purpose of ensuring that such funds do not remain unspent, and that such monies are promptly reallocated to other facility or infrastructure improvement providers in accordance with the Harris County procurement procedures. The Grantee will notify the Subrecipient in writing of its determination to reduce the amount allocated to the Subrecipient under this Agreement.

H. Supplementing a Request for Payment

A Supplemental Request amending a payment or reimbursement request may be filed with the Grantee after the submission or receipt of the original request. Any Supplemental Request for payment or reimbursement submitted after the date of submission or receipt of the original request will be subject to approval by the Grantee. No more than one Supplemental Request shall be allowed per month.

I. Program Income

The Subrecipient shall report all program income as defined in 24 C.F.R. §570.500(a) generated by activities carried out with CDBG-MIT funds made available under this Agreement. The use of program income by the Subrecipient shall comply with the requirements set forth in 24 C.F.R. §570.504. By way of further limitations, the Subrecipient may use such income during the Agreement period for activities permitted under this Agreement and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unused program income shall be returned to the Grantee at the end of the

Agreement period. Any interest earned on cash advances from the U.S. Treasury is not program income and shall be remitted promptly to the Grantee.

J. Withholding Payments

If HUD or GLO initiates an investigation into any matter covered under this Agreement, the Grantee may withhold all payments until the results of the investigation have been revealed. Reimbursement to the Subrecipient will be determined upon resolution of the investigation by HUD or GLO.

K. Repayment of Ineligible Payments

IN THE EVENT HUD OR GLO DETERMINES THROUGH INVESTIGATIONS AND/OR MONITORING THAT ANY GRANTEE PAYMENT OR REIMBURSEMENT TO THE SUBRECIPIENT IS INELIGIBLE OR DISALLOWED, THE SUBRECIPIENT SHALL IMMEDIATELY AND WITHOUT DELAY FULLY REIMBURSE THE GRANTEE, AND THE GRANTEE WILL REIMBURSE HUD FOR DISALLOWED OR INELIGIBLE COSTS. IF HUD OR GLO INFORMS THE GRANTEE THAT IT IS REQUIRED TO REFUND MONEYS PREVIOUSLY AWARDED OR DRAWN DOWN FROM THE U.S. TREASURY IN REFERENCE TO THIS AGREEMENT AUTHORIZING THE PROVISION OF CONDUCTING PLANNING STUIDES, THE SUBRECIPIENT SHALL PAY AN EQUAL AMOUNT TO GRANTEE PRIOR TO THE DEMAND DATE OF PAYBACK.

IV. SPECIAL CONDITIONS

The Subrecipient and any entity or person it hires shall comply with the requirements of 24 C.F.R. §570 and follow all federal, state, and local laws, rules, codes, ordinances, regulations and policies applicable to the Subrecipient's Services and concerning the CDBG-MIT program, including and not limited to the provisions included in the attached **Exhibit I**, CDBG-MIT Federal Regulations. The Subrecipient shall utilize funds available under this Agreement to supplement rather than supplant funds otherwise available. Failure to adhere to the conditions will result in termination of funding under this Agreement.

V. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

The Subrecipient shall: (1) comply with requirements set out in 2 C.F.R. 200.300; (2) adhere to the accounting principles and procedures required therein; (3) utilize adequate internal controls; and (4) maintain necessary source documentation for all costs incurred. The Subrecipient shall administer its program in conformance with 2 C.F.R. 200.400 "Cost Principles," for all costs incurred whether charged on a direct or indirect basis. Prior to closeout of this Agreement, the Subrecipient must transmit to the Grantee records sufficient for the Grantee to demonstrate that all costs under this Agreement meet the requirements

of the Federal Award.

B. Record-Keeping, Reports, and Audits

1. Records to be Maintained

The Subrecipient shall maintain all records required by this Agreement, 24 C.F.R. §570.506 and records that are pertinent to the activities to be funded under this Agreement, including but not be limited to:

- a. Records providing a full description of each activity undertaken
- b. Records demonstrating that each activity undertaken meets one of the “National Objectives” of the CDBG-MIT Program
- c. Records required to determine the eligibility of activities
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG-MIT assistance
- e. Records demonstrating compliance with citizen participation
- f. Records demonstrating compliance regarding acquisition, displacement, relocation, and replacement housing.
- g. Records documenting compliance with the fair housing and equal opportunity components of the CDBG-MIT program
- h. Financial records as required by 24 C.F.R. §570.502, and 2 C.F.R. 200.300
- i. Agreements and other records related to lump sum disbursements to private financial institutions for financing rehabilitation
- j. Other records necessary to document compliance with Subpart K of 24 C.F.R. Part 570

2. Property Records

The Subrecipient shall maintain real property inventory records, which clearly identify property purchased, improved or sold. Properties retained shall continue to meet eligibility criteria and shall conform to the restrictions specified in 24 C.F.R. §570.505 and §570.606. The Subrecipient must ensure that any independent audit required hereunder include a report on real property inventory as a supplemental schedule in the audit.

3. Retention

The Subrecipient shall retain all records pertinent this contract for a period of three (3) years subsequent to the final closeout of the overall State of Texas CDBG-MIT program, in accordance with federal Regulations. The Grantee will notify the Subrecipient of the date upon which records may be destroyed.

4. Other Periodic Reports

The Subrecipient shall furnish the following reports to the Grantee, which include, but may not be limited to the following:

- a. Certifications for Contracts, Grants, Loans, and Cooperative Agreements (See **Exhibit D**) and

5. Audits & Inspections

All records relevant to any matters covered by this Agreement shall be made available to the Grantee, its designees or the Federal government, at any time during normal business hours, as often as the Grantee or other agency deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. The Subrecipient will respond to the notification of any deficiencies noted in audit reports within thirty (30) days after receipt by the Subrecipient. Any deficiencies must be fully cleared by the Subrecipient. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with 2 CFR 200.500 or if not applicable, financial statements in accordance with AICPA's SSARS No.21 for review and compilations.

6. Failure to Meet Record-keeping, Reporting, Audit, and/or Inspection Requirements

The Subrecipient's failure to comply with record-keeping, reporting, audits, and/or inspections as required by this Agreement is a breach of this Agreement and funding will be withheld from the Subrecipient until such time as the reports are timely and accurately submitted. The Grantee may terminate all funding under this Agreement to the Subrecipient for failure to keep records properly, submit reports for three consecutive months, and/or cooperate with audits/inspections.

C. Procurement

1. Compliance

The Subrecipient shall comply with all procurement activities carried out under this Agreement, which shall be selected and executed pursuant to federal procurement regulations set out in 2 C.F.R. Part 200 and to Harris County policy and procurement guidelines. The Subrecipient shall procure property and services in accordance with the requirements of 2 C.F.R. 200.326, and shall subsequently follow, Property Management Standards, covering utilization and disposal of property.

D. Whistleblower Protection Act

The Subrecipient and its employees will be subject to all employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-230) and FAR 3.908. The

Subrecipient shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation. The Subrecipient shall insert the substance of this clause, including this paragraph (D), in all subcontracts providing services under this Agreement.

VI. CONFLICT DISCLOSURE STATEMENT and CONFLICT OF INTEREST QUESTIONNAIRE

The Subrecipient shall comply with the provisions of Chapter 176 of the Local Government Code with respect to conflicts of interest a local government officer or vendor may have when contracting or seeking to contract with the Grantee. Chapter 176 of the Local Government Code requires persons desiring to do business with the Grantee to disclose any gifts, with the aggregate value of \$250, given to any local government officer or the local government officer's family member, or employment or other business relationship that the person may have with a local government officer or the local government officer's family members, during the preceding twelve (12) month period.

In applying for CDBG-MIT funds, the Subrecipient provided the Grantee with disclosure of the nature of any perceived or actual conflict of interest. The Subrecipient covenants that the "Conflict Disclosure Statement" (**Exhibit F**) and/or "Conflict of Interest Questionnaire" (**Exhibit G**) have been filed with the Grantee's records administrator, the Harris County Clerk, within the requirements of the Chapter 176 of the Local Government Code. Failure to disclose any perceived or actual conflict of interest may result in termination of this Agreement.

VII. NOTICES

Any communication concerning this Agreement shall be directed to the representatives of the Grantee and the Subrecipient as provided in **Exhibit A**, Scope of Services.

VIII. INCORPORATION OF EXHIBITS

The following documents shall be part of this Agreement:

- Exhibit A Scope of Services
- Exhibit B Budget
- Exhibit C Harris County Housing and Community Development Policies and Guidelines
- Exhibit D Certification For Contracts, Grants, Loans And Cooperative Agreements
- Exhibit E Conflict of Interest

Exhibit F	Conflict Disclosure Statement
Exhibit G	Conflict of Interest Questionnaire
Exhibit H	Required Federal Grant Contract Provisions
Exhibit I	CDBG-MIT Federal Regulations
Exhibit J	GLO Information Security Appendix
Exhibit K	Federal Award Identification

CITY OF SEABROOK

By: 

Name: Jim Sweeney

Title: Mayor

Date: 11/21/2025

APPROVED AS TO FORM:

Jonathan G. C. Fombonne
Harris County Attorney

By: _____
Gina Boul
Assistant County Attorney
File Number: _____

HARRIS COUNTY

DocuSigned by:

266C1B1FCB5A4DC...

By: _____
LINA HIDALGO
Harris County Judge

Date Signed: January 29, 2026

Exhibit A, SCOPE OF SERVICES

I. Application

The Subrecipient, with consultation from various County departments and other partner agencies developed the scope of work for a list of planning studies to address recovery, resiliency and mitigation needs. However, in the event of any conflict between the planning studies list and any provision contained herein, this Agreement shall control. In addition to the activities listed below, the Subrecipient shall operate this Project in accordance with Community Development Block Grant Mitigation Program requirements and all other applicable federal, state, and local regulations.

II. Project Description

The Subrecipient shall be responsible for implementing the Planning Study Project during the term of this Agreement. The scope of the project is to study the following topic:

- City of Seabrook: Zoning Ordinance Re-Write Update Project

The Subrecipient shall administer all activities in the provision of the aforementioned Planning Studies Projects in accordance with all applicable federal, state, and local rules and regulations governing these funds, and in a manner satisfactory to the Grantee

The Subrecipient shall ensure that personnel providing services under this Agreement have all licenses required by law and/or are qualified to perform the services required under this Agreement. The Subrecipient shall further ensure that all Program and/or facility licenses necessary to provide the required services are current and that the Grantee shall immediately be notified if any such required licenses become invalid or are canceled during the term of this Agreement.

III. Activities

The Subrecipient shall be responsible for the delivery of the following activities in connection with the provision of the above noted Project. The activities and the submission of reports and compliance documents shall include, but not be limited to, the budget line item categories listed in the Budget detail of **Exhibit B** and as detailed further below:

ACTIVITIES, SCHEDULE, AND REQUIRED DOCUMENTS

No.	Activity Name	Schedule	Reports and Compliance Documents
I.	Study		
1.	Request for Qualification/Proposal (RFQ)/RFP and Award of Contract		
a.	Draft RFQ/FRP	The Subrecipient shall submit to the Grantee the draft RFQ advertisement for review and approval.	Copy of draft RFQ/RFP
b.	RFQ/RFP Advertisement	The Grantee's written approval of the RFQ advertisement, the Subrecipient shall proceed with the RFQ/RFP process.	Copy of RFQ/RFP advertisement with affidavit
c.	RFQ/RFP Response	After receipt of RFQ/RFP responses, the Subrecipient shall submit to the Grantee a copy of all consultant qualifications received along with the date, time and location to conduct applicant interviews.	Copy of all RFQ/RFP responses
d.	Selection of Consultant	After receipt of RFQ/RFP responses, the Subrecipient in coordination with the Grantee shall conduct consultant interviews.	N/A
e.	RFQ/RFP Interview Scores, Tabulation and Recommendation	After consultant interviews, the Subrecipient shall forward the compliance documents to the Grantee for review and approval.	Copy of all RFQ/RFP Interview Scores, Tabulation and Recommendations
f.	Award of Consultant Agreement	After the Grantee's written approval of the Subrecipient's recommendations of the selected consultant, but not later than one hundred and twenty (120) days from the date of this Agreement , the Subrecipient shall proceed with the letting of the contract for architectural/engineering services.	Original copy of the executed Contract for Design Services
g.	Assign Tasks/Research to Consultant for Completion	Ongoing during the course of the study.	Assigned by City of Seabrook
h.	Project Status Updates and Interim Reviews		Monthly Provide status updates
i.	Completion of Assigned Task		Assigned by City of Seabrook
j.	Drafting of Study		Assigned by City of Seabrook
k.	Review of Final Document and Feedback/ Edits		Submit for review to HCD and City of Seabrook
l.	Acceptance of Final Study Documents and all Data Compiled to Complete Task		Submit final document to HCD and City of Seabrook

Time/Date variances to the schedule may be approved by the Executive Director of the HCHCD, or his designee, if reasonable justification is provided for the delay.

In addition to the normal administrative services required as part of this Agreement, the Subrecipient shall document progress using reporting requirements specified in Section V of this Agreement.

IV. Notice

Any communication concerning this Agreement shall be directed to the following representatives:

Grantee

Thao Costis
Executive Director
Harris County Housing and Community
Development Department
1111 Fannin 9th Floor
Houston, Texas 77002

Subrecipient

Sean Landis
Deputy City Manager
City of Seabrook
1700 1st St.
Seabrook, TX 77586

Exhibit B, BUDGET

City of Seabrook
CDBG-MIT Planning Study Activities

Maximum Amount to be Paid Under this Agreement

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000) as certified available by the Harris County Auditor and as evidenced by the issuance of a Purchase Agreement from the Harris County Purchasing Agent.

PROJECT SUMMARY

DESCRIPTION		HCD (CDBG)	LEVERAGE	TOTAL
Project Costs				
I.	City of Seabrook: Zoning Ordinance Re-Write Update Project	\$250,000.00	\$0.00	\$250,000.00
Project Budget Total		\$250,000.00	\$0.00	\$250,000.00

Exhibit C, HARRIS COUNTY HOUSING AND COMMUNITY DEVELOPMENT POLICIES & GUIDELINES

These policies are intended to assist the Harris County Housing and Community Development (HCD), other Harris County departments, and Harris County Precincts receiving Harris County Community Development Block Grant (CDBG) funds. They will facilitate the Subrecipient's understanding and compliance with applicable federal and county regulations, policies and processes where the Subrecipient is responsible for design, bidding and contract administration. If clarification is needed, contact Kevin Garza, Assistant Director at (832) 927-4797.

1. If federal funds will be used to retain consultants, the Subrecipient must advertise Request for Qualification Statement (RFQ). The Subrecipient shall submit the draft RFQ for approval prior to advertisement. The responding consultant's GSA Standard Form 330 "Architecture-Engineering Qualifications" statements must be submitted for review to the Grantee prior to commissioning the consultants. Upon approval by the Grantee, the Subrecipient may retain consultant(s).
 - A. Subrecipient shall submit all study documentation prepared by the consultant for the project for approval by the Grantee.
 - B. Consultants retained by the Subrecipient shall include in the project specifications project study time limits to ensure timely completion of the project.
2. The Subrecipient shall advertise for RFQ and award contracts in compliance with the Texas Administrative Code - Statewide Procurement Rules (34.TAC.20) adopted January 20, 2017 and the following subsections of 2 C.F.R. §200:

Section 200.302	"Financial Management," except subparagraph a
Section 200.318	"General Procurement Standards"
Section 200.333	"Retention Requirements for Records"
Section 200.366	"Access to Records"
3. Prior to award of contract, the Grantee will review the RFQ proposal documents, the bidder's qualification statements, minority business plan and financial statements to ensure that the consultant has a good contracting record, adequate capitalization, and personnel to successfully complete the project, meets minority participation goals and that the consultant has not been debarred by HUD from working on federal contracts.
4. The Subrecipient, the consultant, and the Grantee shall conduct a pre-submittal meeting.
5. All change Agreements must be approved in writing by the Subrecipient prior to any alterations or modifications of the work or specifications. The Subrecipient will be responsible for any increase in cost based on any change Agreement required due to errors and/or omissions.
6. The Subrecipient must submit the following documentation to the Grantee **prior** to sending Notice of Award to a proposed consultant and execution of the contract.

Prior to sending Notice of Award:

- Copy of the RFQ advertisement.
- Copy of the RFQ tabulations.
- Copy of scoring sheets
- Copies of all proposals submitted.

- Request authorization from Grantee to award project to consultant.

Prior to execution of contract:

- Copy of DRAFT Contract with consultant for the Grantee review and approval.
- Copy of proposed subcontractor list.
- Section 3 Employment and Minority Business Plan – completed by the contractor.
- Section 3 compliance documents.
- Certificates for Contracts, Grants, Loans and Cooperative Agreements – signed by the contractor.

(iii) Other Reports

- Section 3 Employment and Minority Business Plan;
- Certificate for Contracts, Grants, Loans and Cooperative Agreements;
- Section 3 Certificate forms.

Exhibit D, CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that the Subrecipient shall certify and disclose accordingly.

This certification is material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this _____ day of _____, 20__.

By _____
(Signature)

(Type or Print Name)

(Title)

Covered Action: _____

Exhibit E, CONFLICT OF INTEREST

All Applicants

The standards in OMB Circular A-110, Subpart C, provide that no employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by Federal funds if real or apparent conflict of interest would be involved. Such a conflict would arise when an employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selection for an award.

CDBG and HOME Applicants Only

The CDBG regulations at 24 C.F.R. §570.611 and HOME regulations at 24 C.F.R. §92.356 provide that no person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient or subrecipient that is receiving CDBG or HOME funds and (1) who exercises or has exercised any functions or responsibilities with respect to activities assisted with CDBG funds; or (2) who is in a position to participate in a decision-making process or gain inside information with regard to these activities, may obtain a financial interest from a CDBG-assisted or HOME-assisted activity, or have any interest in any contract, subcontract, or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one (1) year thereafter.

IF NO CONFLICTS EXIST, COMPLETE THE FOLLOWING:

☐	I certify that no conflict of interest exists between Harris County and (Name of Organization)
☐	I certify that no conflict of interest exists between the subcontractors of and (Name of Organization)
IF THERE IS A CONFLICT, COMPLETE THE FOLLOWING:	
☐	I certify that a conflict of interest does exist between Harris County and (Name of Organization)
☐	I certify that a conflict of interest does exist between (Name of subcontractor) and (Name of Organization)

Describe the nature of the conflict of interest below: (Please identify the individual, employment, and the conflict or potential conflict [their affiliation with your organization]).

Signature of Authorized Agency Official	Date
Typed Name and Title	

Exhibit F, CONFLICT DISCLOSURE STATEMENT

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT		FORM CIS
(Instructions for completing and filing this form are provided on the next page.)		
This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.		OFFICE USE ONLY
1	Name of Local Government Officer	Date Received _____
2	Office Held	
3	Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code	
4	Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.	
5	List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).	
Date Gift Accepted _____ Description of Gift _____ Date Gift Accepted _____ Description of Gift _____ Date Gift Accepted _____ Description of Gift _____ (attach additional forms as necessary)		
6	AFFIDAVIT	
I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.		
_____ Signature of Local Government Officer		
AFFIX NOTARY STAMP / SEAL ABOVE		
Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.		
_____ Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath		

Exhibit F, CONFLICT DISCLOSURE STATEMENT, (p. 2)

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.** Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Affidavit.** Signature of local government officer.

Local Government Code § 176.001(2-a): "Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

Local Government Code § 176.003(a)(2)(A):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Exhibit G, CONFLICT OF INTEREST QUESTIONNAIRE

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code. A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.		OFFICE USE ONLY
1 Name of vendor who has a business relationship with local governmental entity.		Date Received
2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)		
3 Name of local government officer about whom the information is being disclosed. _____ Name of Officer		
4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary. A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor? ☐ Yes ☐ No B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity? ☐ Yes ☐ No		
5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.		
6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).		
7 _____ Signature of vendor doing business with the governmental entity _____ Date		

Exhibit G, CONFLICT OF INTEREST QUESTIONNAIRE, (p. 2)

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

- (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
 - or
 - (ii) the local governmental entity is considering entering into a contract with the vendor;

- (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed;
 - (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
 - (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
 - (3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
 - (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
 - (B) that the vendor has given one or more gifts described by Subsection (a); or
 - (C) of a family relationship with a local government officer.

EXHIBIT H, REQUIRED FEDERAL GRANT CONTRACT PROVISIONS

Pursuant to 2 C.F.R. Part 200 Appendix II, the Contractor shall agree to the following, in addition to other provisions required by the federal agency or non-federal entity, all contracts made by the non-federal entity under the federal award must contain provisions covering the following, as applicable:

- I.** Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

- II.** All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-federal entity including the manner by which it will be effected and the basis for settlement.

- III.** Equal Employment Opportunity
 - (1) If this contract is a non-construction contract, the Contractor agrees as follows:
 - (a) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

 - (b) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

 - (c) The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in

furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.

- (d) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (e) The Contractor will comply with all provisions of Executive Agreement 11246 - Equal Employment Opportunity, as Amended (Agreement 11246) of September 24, 1965, and of the rules, regulations, and relevant Agreements of the Secretary of Labor.
- (f) The Contractor will furnish all information and reports required by Executive Agreement 11246 of September 24, 1965, and by rules, regulations, and Agreements of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and Agreements.
- (g) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or Agreements, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Agreement 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Agreement 11246 of September 24, 1965, or by rule, regulation, or Agreement of the Secretary of Labor, or as otherwise provided by law.
- (h) The Contractor will include the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (h) in every subcontract or purchase Agreement unless exempted by rules, regulations, or Agreements of the Secretary of Labor issued pursuant to section 204 of Executive Agreement 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase Agreement as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

(2) If this contract is a construction contract, the Contractor agrees as follows:

- (a) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (b) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- (c) The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.
- (d) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (e) The Contractor will comply with all provisions of Executive Agreement 11246 of September 24, 1965, and of the rules, regulations, and relevant Agreements of the Secretary of Labor.
- (f) The Contractor will furnish all information and reports required by Executive Agreement 11246 of September 24, 1965, and by rules, regulations, and Agreements of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the

Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and Agreements.

- (g) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or Agreements, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Agreement 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Agreement 11246 of September 24, 1965, or by rule, regulation, or Agreement of the Secretary of Labor, or as otherwise provided by law.
- (h) The Contractor will include the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (h) in every subcontract or purchase Agreement unless exempted by rules, regulations, or Agreements of the Secretary of Labor issued pursuant to section 204 of Executive Agreement 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase Agreement as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: provided, that if the applicant so participating is a state or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of Contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant Agreements of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Agreement 11246 of September 24, 1965, with a Contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction

contracts pursuant to the Executive Agreement and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon Contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Agreement. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

IV. Davis Bacon Act

The Contractor hereby agrees to abide by the Davis-Bacon Act and Related Acts, including the Copeland “Anti-Kickback” Act. The Contractor shall require that all subcontractors abide by the Davis-Bacon Acts and Related Acts.

Applicability – The Davis-Bacon and Related Acts apply to all construction work financed in whole or in part with federal assistance including rehabilitation of residential property, if such property contains 8 or more units.

Exceptions – The provisions relating to wages pursuant to Davis-Bacon and Related Acts requirements in any contract or agreement for assistance, sale, or lease, shall not apply to any individual who performs services for which the individual volunteered, or does not receive compensation for such services, or is paid expenses, reasonable benefits, or a nominal fee for such services for which the individual volunteered and who is not otherwise employed at any time in the construction work.

The Davis-Bacon Act requires the payment of prevailing wage rates (which are determined by the U.S. Department of Labor (DOL)) to all laborers and mechanics on federally funded and District of Columbia construction projects in excess of \$2,000.00. Construction includes alteration and/or repair, including painting and decorating, of public buildings or public works.

The Davis-Bacon wage rate applies to The U. S. Department of Housing and Urban Development (HUD) projects because of a labor provision contained in one of HUD’s “Related Acts” such as the U.S. Housing Act of 1937, the National Housing Act, the Housing and Economic Development Act of 1974, the National Affordable Act of 1990, and the Native American Housing Assistance and Self-Determination Act of 1996. The Related Acts are referred to as the Davis-Bacon and Related Act or DBRA. The DOL has published rules and pertinent implementation information concerning Davis-Bacon and other laws in the Code of Federal Regulations (CFR). These regulations are found in Title 29 C.F.R. Parts 1, 3, 5, 6 and 7.

Part 1 of the DOL regulation (29 CFR) explains how the DOL establishes and publishes DBA wage determinations (e.g. wage decisions) and provides instructions on how to use the determinations. Part 3 of the DOL regulation (29 CFR) describes the Copeland Act. The Copeland Act (Anti—Kickback Act) makes it a federal crime for anyone to

require any laborer or mechanic (employed on a federal or federally-assisted project) to kickback (i.e. give up or pay back) any part of their wages. The Copeland Act requires every employer (contractors and subcontractors) to submit weekly certified payroll reports (CPRs) and regulates permissible payroll deductions. Part 5 of the DOL regulation (29 CFR) covers the labor standards provisions relating to the Davis-Bacon Act wage rates and the responsibilities of Contractors and contracting agencies to administer and enforce the provisions. Part 6 of the DOL regulation (29 CFR) provides for administrative proceedings enforcing federal labor standards on construction and service contracts. Last, Part 7 of the DOL regulation (29 CFR) sets parameters for practice before the Administrative Review Board. These regulations are used as the basis for administering and enforcing the laws.

All suspected or reported violations shall be reported to the awarding agency.

V. Contract Work Hours and Safety Act

The Contractor hereby agrees to abide by the Contract Work Hours and Safety Act (40 U.S.C. 3701–3708). The Contract Work Hours and Safety Act (CWHSSA) require time and one-half pay for overtime (O/T) hours (over 40 in any workweek) worked on the covered project. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. The CWHSSA applies to both direct federal contracts and to indirect federally-assisted contracts except where the assistance is solely in the nature of loan guarantee or insurance. CWHSSA violations carry a liquidated damages penalty (\$10/day per violation). Intentional violations of CWHSSA standards can be considered for federal criminal prosecution. The Contractor shall include a provision requiring adherence to Contract Work Hours and Safety Act in all subcontracts.

VI. Patents and Copyrights

If this agreement results in any copyrightable material, the Grantee and/or the Grantor reserves the right to royalty-free, non-exclusive, and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work for government purposes. Recipients shall have no obligation to the federal government with respect to program income earned from license fees and royalties for copyrighted materials, patents, patent applications, trademarks, and inventions produced under this award. However, Patent and Trademark Amendments (35 U.S.C. 18) apply to inventions made under an experimental, developmental, or research award.

VII. Federal Environmental Regulations

Contractors shall comply with all applicable standards, Agreements or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387) and all other relevant federal environmental regulations.

Contractors securing a contract in excess of \$100,000.00 will not expend such funds by making use of subcontracting with facilities included on the Environmental Protection Agency List of Violating Facilities as per Section 306 of the Clean Air Act, Section 508 of the Clean Water Act, Executive Agreement 11738, and Environmental Protection Agency Regulations 40 CFR 15.4.

Violations of this provision or of the aforementioned acts shall be reported to the federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

VIII. Debarment and Suspension

A contract award shall not be made with any party listed on the government-wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the Office of Management and Budget (OMB) guidelines at 2 CFR 180 that implement Executive Agreements 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Agreement 12549. Contractors shall not hire subcontractors on any of the aforementioned lists.

IX. Byrd Anti-Lobbying Amendment

In accordance with the Byrd Amendment, U.S. Code Title 31 Chapter 13 §1352 the Contractor shall certify and shall require that all subcontractors certify the following:

- 1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

X. Solid Waste Removal

The Contractor shall comply and shall require subcontractors to comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

XI. Failure to comply

Failure to comply with any part these provisions constitutes a material breach of this Agreement. The event of such a breach may result in compensation being withheld or suspended, termination of the Agreement, or suspension or debarment of the Contractor. The Contractor shall also be liable for all damages available under 2 CFR Part 200 and statutes and regulations related to the formation and execution of this Agreement. The Grantor and Grantee

are also entitled to all relief available under 2 CFR Part200 and all statutes and regulations related to the formation and execution of this Agreement.

EXHIBIT I, CDBG-MIT FEDERAL REGULATIONS

A grantee and all subgrantees shall abide by all local, state, and federal regulations of the Community Development Based Grant (CDBG). A grantee's and subgrantee's contracts must contain provisions in paragraph (i) of this section and any applicable amendments.

(i) Contract provisions. A grantee and all subgrantees shall comply with the following:

1. Title I of the Housing and Community Development Act of 1974;
2. 24 CFR Part 570 Community Development Block Grants (CDBG) and Community Development Block Grants Disaster Recovery (CDBG-MIT) regulations;
3. Public Law December 27, 2017 (Vol. 82, Federal Register 61320-61323) (Appropriation Act that provides funding specifically for Hurricane Harvey);
4. Uniform Relocation Act (URA) (29 CFR Part 24, et al.) (42 USC 4601-4655);
5. Davis-Bacon Act (40 U.S.C. 276a to 276a-7);
6. Citizen Participation Plan; Local Governments (24 CFR 91.105);
7. Contract Work Hours and Safety Standards Act (40 USC 327);
8. Kickbacks from Public Works Employees (18 USC 874);
9. Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to The Contract Work Hours And Safety Standards Act) (9 CFR Part 5) (Section 110 of the Housing and Community Development Act of 1974), Copeland Anti-Kick Back (18 USC 874);
10. Section 3 of the Housing and Urban Development Act of 1968 (12 USC 1701u) and implementing regulations at 24 CFR Part 135;
11. Hatch Act (5 USC 1501-1508) (5 USC Chapter 15);
12. Insurance and Bonding (24 CFR 200);
13. Documentation and Record Keeping (24 CFR 570);
14. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200) (updated version of 24 CFR Part 85);
15. Procurement and Contractor Oversight (2 CFR 200);
16. Nondiscrimination (24 CFR Part 6), Architectural Barriers Act (42 USC 4151-4157) and the Americans with Disabilities Act (ADA) (42 USC 12131; 47 USC 155, 201, 218, and 225), State and Local Nondiscrimination Provisions, and Title VI of the Civil Rights Act of 1964 (24 CFR Part 1);
17. Affirmative Action (Executive Agreement 11246 of September 24, 1966, as amended, and implementing regulations at 42 CFR Chapter 60), Women-and Minority-Owned Businesses (W/MBE) (2 CFR Part 200);
18. Limited English Proficiency (LEP) (Title VI of the Civil Rights Act of 1964; Executive Agreement 13166);
19. Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288) and Duplication of Benefits (42 U.S.C. § 5155);
20. National Environment Policy Act of 1969 (24 CFR Part 50);
21. Cash Management Improvement Act (31 CFR Part 205);
22. Government Debarment and Suspension and Governmentwide Requirements for Drug-Free Workplace (24 CFR Part 24) (Executive Agreement 12549: Debarment and Suspension);

23. Environmental Review (24 CFR Part 58); The Clean Air Act (42 USC 7401 et. Seq), Determining Conformity of Federal Actions to State or Federal Implementation Plans (Environmental Protection Agency 40 CFR Parts 6, 51, 93), Federal Water Pollution Control Act (33 USC 1251, et seq.), Flood Disaster Protection (Section 102 of the Flood Disaster Protection Act of 1973, as amended by the National Flood Insurance Reform Act of 1994, 42 USC 4012a, Section 582 of the National Flood Insurance Reform Act of 1994, as amended – 42 USC 5154a), Lead Based Paint (24 CFR Part 35; 42 USC 4851-4856), Historic Preservation (National Historic Preservation Act of 1966);
24. Federal Funding Accountability and Transparency Act (FFATA) of 2006 (2 CFR Part 170);
25. Section 104(d) Relocation and One-for-One Replacement Requirements (24 CFR Part 42); and
26. Whistleblower Protection Act (41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908; 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation); and
27. all applicable Federal Register Notices.

EXHIBIT J, GLO INFORMATION SECURITY APPENDIX

1. Definitions

“Breach of Security” or “Breach” means unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of sensitive personal information including data that is encrypted if the person accessing the data has the key required to decrypt the data.

“Personal Identifying Information” or “PII” means information that alone, or in conjunction with other information, identifies an individual, as defined at Tex. Bus. & Com. Code § 521.002(1).

“Sensitive Personal Information” or “SPI” means the information categories listed at Tex. Bus. & Com. Code § 521.002(2).

2. Security and Privacy Compliance

- a. Contractor shall keep all PII and SPI received or generated under the Contract and any documents related thereto strictly confidential.
- b. Contractor shall comply with all applicable federal and state privacy and data protection laws, as well as all other applicable regulations and directives.
- c. Contractor shall implement administrative, physical, and technical safeguards to protect PII and SPI that are no less rigorous than accepted industry practices including, without limitation, the guidelines in the National Institute of Standards and Technology (“NIST”) Cybersecurity Framework Version 1.1. All such safeguards shall comply with applicable data protection and privacy laws.
- d. Harris County shall legally bind any contractors and their subcontractors to the same requirements stated herein and obligations stipulated in the Contract and documents related thereto. Harris County shall ensure that the requirements stated herein are imposed on any subcontractor of Contractor’s subcontractor(s).
- e. Contractor will not share PII or SPI with any third parties, except as necessary for Contractor’s performance under the Contract.
- f. Contractor will ensure that initial privacy and security training, and annual training thereafter, is completed by its employees and contractors, including any subcontractor, that have access to PII or SPI or who create, collect, use, process, store, maintain, disseminate, disclose, dispose, or otherwise personally handle PII or SPI on behalf of Harris County. Contractor agrees to maintain and, upon request, provide documentation of training completion.
- g. Any PII or SPI maintained or stored by Contractor or any contractor, including any subcontractor, must be stored on servers or other hardware located within the physical boundaries of the United States and shall not be accessed outside of the United States.

3. Data Ownership

- a. The GLO shall retain full ownership of all data, including PII and SPI, provided to Contractor by Harris County or the GLO.
- b. Upon termination of the Contract, Contractor shall promptly return to Harris County and/or the GLO all Harris County-owned or GLO-owned data possessed by Contractor and its employees, agents, or contractors, including any subcontractor. Contractor shall retain no copies or back-up records of Harris County-owned or GLO-owned data. If such return is infeasible, as mutually determined by Harris County and the GLO and Contractor, the obligations set forth in this Appendix, with respect to Harris County-owned or GLO-owned data, shall survive termination of the Contract and Contractor shall limit any further use and disclosure of GLO Data to the purposes that make the return of Harris County-owned or GLO-owned data infeasible. In lieu of the requirements in this Section 3.2, Harris

County or the GLO may direct Contractor to destroy any Harris County-owned or GLO-owned data in Contractor's possession. Any such destruction shall be verified by Contractor and Harris County and/or the GLO.

4. Data Mining

- a. Contractor agrees not to use PII or SPI for unrelated purposes, advertising or advertising-related services, or for any other purpose not explicitly authorized by Harris County in the Contract or any document related thereto.
- b. Contractor agrees to take all reasonably feasible physical, technical, administrative, and procedural measures to ensure that no unauthorized use of PII or SPI occurs.

5. Breach of Security

- a. Contractor agrees to provide Harris County and/or the GLO with the name and contact information for a Contractor employee which shall serve as the primary data security contact.
- b. Upon discovery of a Breach of Security or suspected Breach of Security by the Contractor, Contractor agrees to notify Harris County as soon as possible upon discovery of the Breach of Security or suspected Breach of Security, but in no event shall notification occur later than 24 hours after discovery. Within 72 hours, Contractor agrees to provide, at minimum, a written preliminary report regarding the Breach or suspected Breach to Harris County with root cause analysis including a log detailing the data affected.
- c. The initial notification and preliminary report shall be submitted to the GLO Information Security Officer at brandon.rogers@glo.texas.gov.
- d. Contractor agrees to take all reasonable steps to immediately remedy a Breach of Security and prevent any further Breach of Security.
- e. If the Breach of Security includes SPI, including Social Security Numbers, payment card information, or health information, Contractor agrees to provide affected individuals complimentary access for one (1) year of credit monitoring services.

6. Right to Audit

- a. Upon Harris County's request and to confirm Contractor's compliance with this Appendix, Contractor grants Harris County, or the GLO, permission to perform an assessment, audit, examination, investigation, or review of all controls in the Contractor's, or any of Contractor's contractors, including any subcontractor's, physical and/or technical environment in relation to PII or SPI. Contractor agrees to fully cooperate with such assessment by providing access to knowledgeable personnel, physical premises, documentation, infrastructure, and application software that stores, processes, or transports PII or SPI. In lieu of a Harris County or GLO-conducted assessment, audit, examination, investigation, or review, Contractor may supply, upon Harris County or GLO approval, the following reports: SSAE16, ISO/ICE 27001 Certification, FedRAMP Certification, and PCI Compliance Report. Contractor shall ensure that this clause concerning Harris County and the GLO's authority to assess, audit, examine, investigate, or review is included in any subcontract it awards.
- b. At the GLO's request, Contractor agrees to promptly and accurately complete a written information security questionnaire provided by Harris County or the GLO regarding Contractor's business practices and information technology environment in relation to GLO Data.

EXHIBIT L, FEDERAL AWARD IDENTIFICATION

SUBAWARD INFORMATION The following information is provided pursuant to 2 C.F.R. 200.331(a)(1):

- Subrecipient's name (must match the name associated with its unique entity identifier): City of Seabrook
- Subrecipient's unique entity identifier (DUNS): 111805896
- Federal Award Identification Number (FAIN): B-18-DP-48-0002
- Catalog of Federal Domestic Assistance (CFDA) Number: 14.228
- Federal Award Date: November 7, 2023
- Subaward Period of Performance Start and End Date: Effective Date – Project Completion Date
- Amount of Federal Funds Obligated by this Agreement: \$250,000
- Total Amount of Federal Funds Obligated to the Subrecipient by the pass-through entity to include this Agreement: \$250,000
- Total Amount of the Federal Award committed to the Subrecipient by the pass-through entity: \$250,000
- Federal Award Program Description: Community Development Block Grant Mitigation(CDBG-MIT) grant funds are appropriated by Congress and allocated by HUD to rebuild disaster-impacted areas and provide crucial seed money to start the long-term recovery process.
- Name of Federal Awarding Agency: U.S. Department of Housing and Urban Development
- Name of pass-through entity: Harris County, Texas
- Contact Information for pass-through entity: Harris County Housing and Community Development, Attn: Thao Costis, 1111 Fannin Street, Houston, Texas 77002
- Award is for Research & Development (R&D): No
- Indirect Cost Rate for federal award: Not applicable

ORDER OF COMMISSIONERS COURT
Authorizing Execution of an Agreement

The Commissioners Court of Harris County, Texas, met in regular session at its regular term at the Harris County Administration Building in the City of Houston, Texas, on January 29, 2026, with all members present except none.

A quorum was present. Among other business, the following was transacted:

**ORDER AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN
HARRIS COUNTY HOUSING AND COMMUNITY DEVELOPMENT AND CITY OF
SEABROOK FOR CDBG-MIT PLANNING STUDIES**

Commissioner Garcia introduced an order and moved that Commissioners Court adopt the order. Commissioner Briones seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Hidalgo	☒	☐	☐
Comm. Ellis	☒	☐	☐
Comm. Garcia	☒	☐	☐
Comm. Ramsey	☒	☐	☐
Comm. Briones	☒	☐	☐

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that:

Section 1: The County Judge of Harris County or her Designee is hereby authorized to execute for and on behalf of Harris County an Agreement by and between Harris County Housing and Community Development and City of Seabrook for CDBG-MIT Planning Studies. Said Agreement is being incorporated herein by reference and made a part hereof for all intents and purposes as though fully set forth herein word for word.

Section 2: The County Judge of Harris County or her Designee is hereby authorized to execute for and on behalf of City of Seabrook an Agreement by and between Harris County Housing and Community Development and City of Seabrook for CDBG-MIT Planning Studies. Said Agreement is being incorporated herein by reference and made a part hereof for all intents and purposes as though fully set forth herein word for word.

Section 3: All Harris County and City of Seabrook officials and employees are authorized to do any and all things necessary or convenient to accomplish the purposes of this Order.

Presented to Commissioners Court

January 29, 2026

Approve: **G/B**



MEETING MINUTES
MAY 5, 2026

SEABROOK CITY COUNCIL
REGULAR CITY COUNCIL MEETING

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

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

Joe Machol Seabrook, Texas Letter from Mike Gibbs, former Finance Director

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

Councilmember Kubena announced the following events:

6th Annual Blood Drive on May 13, 2026

Kites Over Pine Gully on May 16, 2026

City Office Closure on May 25, 2026

Remembering our Fallen on May 25, 2026

1.2 City Manager update and report to City Council on various items that require no action, including Seabrook Boards and Commissions, Transportation Projects, Capital Projects, and other city projects.

City Manager Gayle Cook updated Council on the following:

Civil Service Board meeting

Parks & Trails Committee agenda

Park trailhead signage

Construction on Red Bluff

Harris County rail removal

Pine Gully Pier demolition and construction

East Meyer Avenue project

Lyman Street project

Wastewater Treatment Plant demolition

Pelican Bay Pool construction

Fire Training Tower delivery and ribbon cutting

North Meyer construction

Street preventative maintenance plans

2. PRESENTATIONS

2.1 Mayor Sweeney to present a proclamation to the Seabrook Office of the City Secretary declaring the week of May 3, 2026 as Municipal Clerk's Week in the City of Seabrook.

Mayor Sweeney presented the proclamation to City Secretary Rachel Lewis and Deputy City Secretary Mandy Morales declaring Municipal Clerk's Week.

2.2 Mayor Sweeney to present a proclamation to the City of Seabrook Police Department declaring the week of May 10, 2026 as Police Week in the City of Seabrook.

Mayor Sweeney presented the proclamation to Chief Rolf Nelson of the Seabrook Police Department declaring Police Week.

2.3 Presentation of the post event report by the Yachty Gras Foundation for 2025-2026.

Shanna Thiem and Dr. Maurine Howard of the Yachty Gras Foundation presented the report, highlighting the event's success and noting that no incidents were reported. They shared plans for the 2027 event, including shuttle service from local hotels and venues, and informed Council that the parade route would expand to include the area surrounding Lakewood Yacht Club. The report also included social media analytics, follower demographics by location, and event expenditures.

2.4 Presentation of the quarterly report for Seabrook Volunteer Fire Department.

Fire Chief Nathan Douglas presented the report, outlining recent changes to government standards for the National Information System. He reported that the department responded to 284 calls for service in 2026 so far, including non-emergency calls, medical incidents, and gas leak reports. Chief Douglas noted that the average response time was 5 minutes and 18 seconds, and provided details on two structure fires that occurred during the quarter.

3. CONSENT AGENDA

3.1 Approve the minutes of the April 21, 2026 City Council Meeting.

3.2 Consider and take all appropriate action on the second reading of Ordinance 2026-11 a request for a Conditional Use Permit to establish a "Tire Dealer and Service" at 1902 Bayport Blvd, Seabrook, Texas 77586 as per the Seabrook City Code, Appendix A, Comprehensive Zoning, Article 4, "Special Use Regulations," Section 4.11, "Conditional use permit criteria and procedures."

3.3 Consider and take all appropriate action on the second reading of Ordinance 2026-10 a request for a Conditional Use Permit to establish a "Vape Shop" at 2900 E. Nasa Parkway Ste 280, Seabrook, TX 77586 as per the Seabrook City Code, Appendix A, Comprehensive Zoning, Article 4, "Special Use Regulations," Section 4.11, "Conditional use permit criteria and procedures."

Motion:	To Approve the Consent Agenda
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	At-Large Position 2 Sessum
Vote:	Passed unanimously by all present

4. NEW BUSINESS

4.1 Consider and take all appropriate action on first and final reading of Ordinance 2026-13, Budget Amendment No. 2, Amending the Budget for the fiscal year beginning October 1, 2025 and ending September 30, 2026 for Special Fund - Court Security.

Motion: To Approve
Made By: Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By: At-Large Position 3 Tollett
Vote: **Passed** unanimously by all present

5. ROUTINE BUSINESS

5.1 Establish future meeting dates and agenda items.

City Secretary Lewis informed Council the next meeting would be a Special Meeting to canvass the 2026 General Election on May 13, 2026, and the next Regular Meeting would take place on May 19, 2026.

Mayor Sweeney informed Council the first meeting in June would take place at the Public Works building due to early voting for the runoff election.

There being no further business, Mayor Sweeney adjourned the meeting at 6:52 pm.

APPROVED:

Jim Sweeney
Mayor

DATE: _____

ATTEST:

Rachel Lewis, TRMC
City Secretary



**MEETING MINUTES
MAY 13, 2026**

**SEABROOK CITY COUNCIL
SPECIAL CITY COUNCIL MEETING**

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

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no citizen comments.

2. PRESENTATIONS

2.1 Recognition of outgoing members of Council.

City Secretary Rachel Lewis recognized Councilmembers Kubena, Hammann and Tollett for their service to the City.

3. NEW BUSINESS

3.1

Consider and take all appropriate action on a first and final reading of Ordinance 2026-14, an ordinance canvassing the returns of the General Election on May 2, 2026.

Motion:	To Approve
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	At-Large Position 3 Tollett
Vote:	Passed unanimously by all present

3.2

Administration of the Oath of Office to newly elected Council Position 1, Council Position 3, and Council Position 5, and issuance of the Certificates of Election.

Mayor Sweeney stated that, with the election results approved by Council, only Council Positions 1 and 5 would be sworn in, as a runoff election would be required for Council Position 3.

Judge Dick Gregg conducted the Oath of Office for Guy Rodgers, elected to Council Position 1, and Melanie Deemer, elected to Council Position 5. Certificates of election for each office were issued.

4. ADJOURN MEETING

Motion:	To Adjourn
Made By:	At-Large Position 6 Sanford
Seconded By:	At-Large Position 3 Tollett
Vote:	Passed unanimously by all present

The meeting was adjourned at 6:19 pm.

4.1 A reception followed.

APPROVED: _____
Jim Sweeney
Mayor

DATE: _____

ATTEST: _____
Rachel Lewis, TRMC
City Secretary

SOUTHEAST TEXAS REGIONAL ADVISORY COUNCIL PROGRAMS PARTICIPATION AND DATA SHARING AGREEMENT

THIS PROGRAMS PARTICIPATION AND DATA SHARING AGREEMENT (this "**Agreement**") is entered into this ____ day of _____, 20__ ("**Effective Date**"), by and between SouthEast Texas Regional Advisory Council, a 501(c)(3) non-profit corporation organized under the laws of the State of Texas ("**SETRAC**"), and _____, a _____ organized under the laws of the State of Texas ("**PARTICIPANT**"). SETRAC and PARTICIPANT shall be referred to herein, individually, as "**Party**" and collectively as the "**Parties**".

RECITALS

WHEREAS, SETRAC is a Texas Regional Advisory Council serving multiple counties, which, in general, collaborates with a variety of healthcare entities, government agencies, emergency medical service providers, and other organizations ("**Members**") to work to enhance the trauma and acute health care system planning and disaster preparedness within specified Trauma Service Areas ("**TSA**");

WHEREAS, PARTICIPANT provides healthcare services to individuals in at least one of the counties served by SETRAC and has one or more programs or initiatives for which Participant reports data to a third-party data registry ("**Registry**"); and

WHEREAS, the Parties desire to enter into this Agreement in order for PARTICIPANT to participate in certain SETRAC programs and offerings, and for SETRAC to have access to some of PARTICIPANT'S data in the Registry for purposes of SETRAC supporting PARTICIPANT as well as other initiatives in the TSA.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

A. Program Participation

1. Program Participation. SETRAC contracts with nationally recognized Registries whereby SETRAC is able to access data and offer certain tools, such as patient tracking, family locating, and data analysis, and related services for the healthcare entities in SETRAC's TSA to support performance improvement in the **SETRAC Programs** (pre-hospital, trauma, stroke, cardiac, perinatal, Emergency Department, Pre-hospital Whole Blood, and Disaster and future committees as approved by the SETRAC Board of Directors.) While PARTICIPANT also contracts with the Registry and provides its data to such Registry, PARTICIPANT does not have access to the same aggregation and reporting tools as offered by SETRAC. Therefore, pursuant to this Agreement, PARTICIPANT grants SETRAC access to certain parts of its data (as further described in Section B), to further the SETRAC Committees' regional performance improvement initiatives, in order to support PARTICIPANT'S health care operations.
2. Obligations. Each Party acknowledges and agrees that provision and use of the SETRAC Programs involves the use, collection, storage, aggregation, and disclosure of Program Data (as defined in Section B.1) by and among the Parties, which shall be conducted in adherence to terms of this Agreement and each Party's respective contract with a Registry. Additionally, PARTICIPANT agrees to comply with the requirements for the SETRAC Committees, including any written policies and procedures, published by SETRAC from time to time, and to prominently display the appropriate proprietary and confidentiality notices in all copies of reports and analyses produced using data maintained in a Registry.

B. Sharing of Data

1. Data Definitions.

- a. **"Privacy Laws"** means, collectively, the Health Insurance Portability and Accountability Act of 1996 ("**HIPAA**"), as amended by the Health Information Technology for Economic and Clinical Health Act of 2009 ("**HITECH**"), including all pertinent regulations issued by the Department of Health and Human Services ("**HHS**"); and applicable Texas data privacy laws.
- b. **"Program Data"** means the subset of Registry Data (as defined below) and reports resulting therefrom, to be shared among PARTICIPANT and SETRAC under this Agreement, which shall be based on the Committees or Workgroups applicable to PARTICIPANT, as set forth on Exhibit A, and the elements of Registry Data pertinent to such Workgroups, as determined by the Registry from time to time.
- c. **"Registry Data"** means the data provided by PARTICIPANT to the Registry and data available to SETRAC from the Registry, which may include one or more categories of SI (as defined below).
- d. **"Registry Site"** means the secure site, application, or process that is hosted and maintained by the Registry and designated by the Registry as the means for accessing Registry Data.
- e. **"SI"** for purposes of this agreement stands for safeguarded information and means, collectively, any (i) protected health information ("**PHI**") as that term is defined under HIPAA; and (ii) other personal identifying information ("**PII**"), including sensitive personal information ("**SPI**"), governed by any of the applicable Privacy Laws.

2. Confidentiality, Integrity, and Availability of Data. Each Party shall utilize the Registry Site for purposes of accessing Registry Data and Program Data, and each Party shall comply with its obligations under its respective Registry contract. Additionally:

- a. Except as otherwise provided herein, SETRAC will only collect data from and provide data to PARTICIPANT and other Members in SETRAC Programs on terms substantially similar to this Agreement and in accordance with the terms of this Agreement and applicable law. In all instances involving potential use of any SI, the Parties shall strictly comply with the Privacy Laws and, to the extent applicable, follow the minimum necessary rules.
- b. PARTICIPANT is permitted to use Registry Data and reports consisting of aggregated data of other Members strictly for the purposes of healthcare operations for all Members in SETRAC's Programs, which includes regional performance and quality improvement efforts; *provided, however*, PARTICIPANT is permitted to use PARTICIPANT'S own data without regard to such restrictions.
- c. PARTICIPANT and SETRAC agree to establish and follow applicable procedures to protect the confidentiality of Program Data, including as set forth below and in the Business Associate Agreement attached hereto, and incorporated herein, as Exhibit A ("**BAA**"). Additionally, each Party shall educate its employees and authorized representatives who have access to Program Data on the obligation to maintain the confidentiality of Program Data and agrees to ensure that any employee or authorized representative, including subcontractors, having such access will adhere to the same restrictions and conditions that apply to the Parties with respect to Program Data.

- d. Except as provided herein, neither Party shall release nor disclose Program Data to any third party that is not a Member of SETRAC Programs; *provided, however*, PARTICIPANT may release or disclose PARTICIPANT'S own data without regard to such restriction. SETRAC may share PARTICIPANT'S SI with (1) regionally-required crisis applications systems or other entities for reporting, tracking, locating, or data analysis purposes related to improving public health, decreasing morbidity and mortality, or for any other permissible purpose under federal or state law; (2) the State of Texas and local healthcare and governmental entities as may be required by state law for purposes of responding to state or regional emergency incidents; and (3) other third-party data registries as may be agreed upon by SETRAC and PARTICIPANT.
 - e. PARTICIPANT and SETRAC shall use appropriate administrative, physical, and technical safeguards to prevent the use or disclosure of Program Data, other than as provided by this Agreement, and shall treat Program Data as "confidential" in their respective policies, procedures, contracts or other agreements. Additionally, each Party shall use reasonable efforts to implement and deploy security features, procedures and technologies that will, in such Party's reasonable judgment, provide sufficient protection to SI from unauthorized use, dissemination, or access.
 - f. A Party shall report to the other Party any successful security incidents involving SI as required by and in accordance with the BAA attached hereto as Exhibit A. SETRAC will cooperate with PARTICIPANT to determine whether a breach of SI has occurred and to comply with applicable breach notification requirements set forth in the BAA and pursuant to the Privacy Laws.
 - g. PARTICIPANT will make no statement, nor give permission to others to make statements, indicating or suggesting that interpretations drawn from Program Data are those of SETRAC, or any other Member participating in SETRAC's Programs, or that make any inferences whatsoever.
 - h. SETRAC shall use SI received from PARTICIPANT, or provided by PARTICIPANT to the Registry Site, only for SETRAC Program purposes as set forth in this Agreement and in compliance with the BAA.
 - i. PARTICIPANT authorizes SETRAC to de-identify SI within the Program Data as SETRAC deems necessary and appropriate, so long as de-identified in accordance with HIPAA. Such de-identified data will be available to PARTICIPANT and other Members of SETRAC Programs as appropriate and in compliance with the Privacy Laws, including, where appropriate, combining de-identified data from multiple Members.
3. Request for Specific Disclosure of Program Data. In the event that (i) PARTICIPANT desires to use or disclose Program Data or any portion thereof (other than PARTICIPANT'S own data); or (ii) SETRAC desires to use or disclose PARTICIPANT'S data or any portion thereof; in a manner not expressly permitted under this Agreement, or otherwise to any unauthorized third party, the Party desiring such ability to use or disclose shall submit to the other Party a written SETRAC Limited Data Use Agreement request detailing the nature of the disclosure or use, the dates/times and scope of the disclosure or use, the names of the persons to whom such data will be disclosed, and such other information as may be pertinent to such request. The requesting Party acknowledges that the other Party shall have the right, in its sole discretion, to accept or reject any written request and to deny or authorize different levels of data use or disclosure based on the specific written request. Such determination shall be binding upon the Parties.
4. Access To Program Data. The Parties acknowledge and agree that: (i) access to Program Data will be via the Registry Site; (ii) each Party is responsible for its own access to and use of such

Registry Site in accordance with the terms of such Party's contract with the Registry; and (iii) if a Party encounters any issues with access to or use of the Registry Site, such Party shall work directly with the Registry to address the issues.

5. Ownership of Program Data. As between SETRAC and PARTICIPANT, PARTICIPANT shall retain ownership of all intellectual property rights in and to PARTICIPANT'S data subject to the rights therein granted to SETRAC in this Agreement, and SETRAC shall retain ownership of all intellectual property rights in and to the SETRAC Programs and any other applicable software technology, and equipment made available to PARTICIPANT and/or deliverables created, developed, or used in the performance of services by SETRAC, or as part of the SETRAC Programs subject to the limited rights granted under this Agreement. Neither Party shall take any action in contravention of the other Party's ownership rights. Except as expressly provided in this Agreement, neither Party shall, nor shall it permit or allow others to, reproduce, copy, market, sell, distribute, transfer, translate, modify, adapt, disassemble, decompile, or reverse engineer the SETRAC Programs, or any software, technology, or equipment of SETRAC or obtain possession of any source code or other non-public technical materials relating thereto. There are no implied licenses under this Agreement, and any rights not expressly granted hereunder are reserved. Neither Party shall exceed the scope of the express rights granted hereunder.

C. Responsibilities and Assurances

1. Authority. Each Party represents and warrants that it has the power and authority to grant, make, execute, deliver, and perform this Agreement and its rights and obligations hereunder, and that the execution of this Agreement will not violate or constitute a breach of any of its contractual obligations with any third party.
2. Disposition of Certain Data. In the event that SETRAC obtains or maintains any portion of Program Data furnished by PARTICIPANT outside of the Registry Site, then, after thirty (30) days written notice from SETRAC to PARTICIPANT, SETRAC may, in its sole discretion, delete, destroy, or return to PARTICIPANT all or any portion of such Program Data.
3. Data Not Requested. PARTICIPANT agrees to refrain from sending to SETRAC data not specifically requested by SETRAC for use within the SETRAC Programs. If SETRAC receives PARTICIPANT data not requested by SETRAC, SETRAC shall have the authority, after reasonable notice to PARTICIPANT, to return, destroy, or delete such data.
4. Patient Consents. PARTICIPANT represents and warrants that PARTICIPANT has properly secured all necessary and legally required patient notices, consents, authorizations, and permissions from PARTICIPANT'S patients for the SI that is shared with SETRAC by PARTICIPANT.
5. Indemnification by PARTICIPANT. PARTICIPANT agrees to indemnify, defend, and hold harmless SETRAC and its affiliates, officers, directors, employees, and agents from and against any and all claims, demands, suits, losses, damages, costs, expenses, and other liabilities (including reasonable attorneys' fees) arising out of or relating to: (i) any breach of this Agreement by PARTICIPANT; (ii) the gross negligence or willful misconduct of PARTICIPANT or its employees or agents; (iii) any data or content provided by PARTICIPANT, including any claim that such data infringes on the rights of, or has caused harm to, a third party; and (iv) any failure by PARTICIPANT to secure all necessary and legally required patient notices, consents, authorizations, and permissions for the sharing of SI as contemplated by this Agreement.
6. Limitation of Liability. EXCEPT FOR A PARTY'S INDEMNIFICATION OBLIGATIONS HEREUNDER OR A BREACH OF CONFIDENTIALITY OBLIGATIONS, IN NO EVENT

SHALL EITHER PARTY'S TOTAL AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED TEN THOUSAND DOLLARS (\$10,000)].

7. EXCEPT FOR A BREACH OF CONFIDENTIALITY OBLIGATIONS, IN NO EVENT SHALL EITHER PARTY HAVE ANY LIABILITY TO THE OTHER PARTY FOR ANY LOST PROFITS OR FOR ANY INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, WHETHER OR NOT THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

D. Term and Termination

1. Term of Agreement. This Agreement shall commence on the Effective Date and continue in effect for five (5) years (the “**Initial Term**”), unless earlier terminated in accordance with provisions of this Section D. After the Initial Term, this Agreement shall automatically renew each year for an additional one (1) year term.
2. Termination for Cause. Upon a Party's knowledge of a material breach by the other Party, the non-breaching Party shall either:
 - a. Provide an opportunity for the breaching Party to cure the breach within thirty (30) days or end the violation, and terminate this Agreement if the breaching Party does not cure the breach or end the violation within thirty (30) days; or
 - b. Immediately terminate this Agreement if the breaching Party has breached a material term of this Agreement and cure is not possible.
3. Termination without Cause. Either Party may terminate this Agreement at any time without cause upon thirty (30) days prior written notice to the other Party.
4. Return of Data. Upon termination of this Agreement, for any reason, any SI submitted by PARTICIPANT which SETRAC maintains outside of the Registry Site shall be either promptly returned to PARTICIPANT or destroyed by SETRAC. SETRAC shall not retain any copies of SI of PARTICIPANT. SETRAC may retain de-identified data and any reports or analyses created by SETRAC (as permitted by this Agreement and in compliance with SETRAC's contract with the Registry) which utilize the SI of PARTICIPANT, so long as such reports or analyses do not identify any particular patient of PARTICIPANT.

E. Miscellaneous

1. State Law. If a Texas law applicable to the relationship between PARTICIPANT and SETRAC contains additional or more stringent requirements than federal law regarding any aspect of SI, then the Parties agree to comply with the higher standard contained in the applicable Texas law.
2. Entire Agreement. This Agreement, including the exhibits and attachments hereto, constitutes the entire agreement between the Parties relating to the matters specified in this Agreement and supersedes all prior representations or agreements, whether oral or written, with respect to such matters. No oral modification or waiver of any of the provisions of this Agreement shall be binding on either Party. If one or more of the provisions of this Agreement is deemed invalid, unlawful, or unenforceable by law, then the remaining provisions will continue in full force and effect.
3. Modification. This Agreement may only be modified through a writing signed by both Parties. The Parties agree to take actions necessary to amend this Agreement as may be necessary for the Parties to comply with changes to the Privacy Laws and/or other applicable federal or state law.

4. Notices. All notices required to be given by one Party to another under this Agreement: (i) must be in writing; (ii) must be addressed to such physical address or electronic mail address as set forth below or such other physical address or electronic mail address designated by a Party for notice purposes from time to time; (iii) must be delivered via hand, via certified or registered mail (return receipt requested) with postage affixed, via any internationally recognized delivery service (e.g., Federal Express, DHL), or via electronic mail; and (iv) will be deemed effective upon actual receipt by the addressee. Electronic mail notices to a Party shall not be deemed to have been received until and unless the receiving Party addressee provides confirmation of receipt. Autoreplies to electronic mail messages will not constitute confirmation of receipt of such messages.

For SETRAC:

SouthEast Texas Regional Advisory Council
Attn: Lori Upton
5115 Rosslyn Rd.
Houston, TX 77018
Email: Lori.Upton@SETRAC.org

For PARTICIPANT:

Attn: _____

Email: _____

5. Independent Contractor. The relationship of the Parties under this Agreement is that of independent contractors. No employment, agency, joint venture or other relationship between the Parties is created or implied.
6. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without giving effect to its conflict of laws provisions.
7. Assignment. Neither Party may assign this Agreement without the prior written consent of the other Party; *provided, however*, that a Party may, without the prior written consent of the other Party, assign this Agreement to an affiliate or to any entity resulting from a merger or consolidation with such Party or to any entity that acquires all or substantially all of the assets of such Party as a going concern, so long as such successor entity assumes all of such assigning Party's obligations under this Agreement.
8. Interpretation. References to Sections are to sections of this Agreement, unless otherwise indicated. Section headings are inserted for convenience of reference only and shall not affect the construction of this Agreement. The masculine gender shall include the feminine and the singular number shall include the plural, and vice versa. Any use of the word "including" will be interpreted to mean "including, but not limited to," unless otherwise indicated. References to any person (including the Parties and any other entities referred to) shall be construed to mean such person and its successors in interest and permitted assigns, as applicable. In the event of any conflict between the terms of this Agreement and the terms of the BAA, the terms of this Agreement shall control. Notwithstanding the foregoing, the terms of the BAA shall control with respect to the protection of PHI and compliance with the Privacy Laws.
9. Counterparts. This Agreement may be executed by the Parties in two or more counterparts (whether delivered by facsimile, email, PDF, or otherwise), each of which will be considered one and the same instrument and binding on both Parties. Photographed, faxed, and scanned signatures shall have the same legal effect as originals. A facsimile or electronic copy of this Agreement, including the signature pages, will be deemed an original.

IN WITNESS WHEREOF and acknowledging acceptance and agreement of the foregoing, the authorized signatory for each Party has affixed his/her signature hereto.

BUSINESS ASSOCIATE

SouthEast Texas
Regional Advisory Council

COVERED ENTITY

Signature

Lori Upton

Printed Name

Executive Director / CEO

Title

Date

Signature

Printed Name

Title

Date

EXHIBIT A

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement ("**BAA**"), effective as of the Effective Date of the Underlying Agreement (as defined below), is entered into by and between SouthEast Texas Regional Advisory Council ("**Business Associate**" or "**SETRAC**") and _____ (the "**Covered Entity**") (each a "**Party**" and collectively the "**Parties**").

WHEREAS, the Parties have entered into a Programs Participation and Data Sharing Agreement (the "**Underlying Agreement**") pursuant to which Business Associate is providing certain services to participating healthcare entities, including Covered Entity, in order to improve trauma and emergency healthcare systems of care within Trauma Service Area Q ("**Services**"), and such Services may require that Business Associate access, create, and use health information that is protected by state and/or federal law;

WHEREAS, pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 ("**HIPAA**"), the U.S. Department of Health & Human Services ("**HHS**") promulgated the Standards for Privacy of Individually Identifiable Health Information (the "**Privacy Rule**"), at 45 C.F.R. Parts 160 and 164, requiring certain individuals and entities subject to the Privacy Rule (each a "covered entity", or collectively, "covered entities") to protect the privacy of certain individually identifiable health information ("**Protected Health Information**", or "**PHI**"), and has issued the Security Standards (the "**Security Rule**"), at 45 C.F.R. Parts 160, 162 and 164, for the protection of electronic protected health information ("**ePHI**"), as amended by applicable provisions of the Health Information Technology for Economic and Clinical Health Act (Title XIII, Subtitle D) and its implementing regulations (the "**HITECH Act**") (collectively, the "**HIPAA Regulations**"); and

WHEREAS, in order to protect the privacy and security of PHI, including EPHI, created or maintained by or on behalf of Covered Entity, the Privacy Rule and Security Rule require a Covered Entity to enter into a "business associate agreement" with certain individuals and entities providing services for or on behalf of the Covered Entity if such services require the use or disclosure of PHI or EPHI; and

WHEREAS, Business Associate and Covered Entity desire to enter into this BAA.

NOW THEREFORE, in consideration of the mutual promises set forth in this BAA and the Underlying Agreement, and other good and valuable consideration, the sufficiency and receipt of which are hereby severally acknowledged, the Parties agree as follows:

1. DEFINITIONS

Except as otherwise defined herein, terms (including capitalized terms) used in this BAA shall have the ascribed to them in the HIPAA Regulations.

1.1 "**Privacy Laws**" means, collectively, the HIPAA Regulations and applicable Texas data privacy laws, including the Texas Medical Records Privacy Act.

1.2 "**Protected Health Information**" or "**PHI**" has the same meaning as the term "protected health information" in 45 C.F.R. § 160.103, as such provision is currently drafted and as it is subsequently updated, amended or revised, but limited to the information created, received, maintained, and/or transmitted by Business Associate from or on behalf of Covered Entity; and use of the term "PHI" herein shall include "ePHI".

1.3 “**Sensitive Personal Information**” or “**SPI**” means: (1) an individual’s first name or first initial and last name in combination with any one or more of the following items, if the name and the items are not encrypted: (a) social security number; (b) driver’s license number; (c) account number or credit or debit card number in combination with any required security code, access, code, or password that would permit access to an individual’s financial account; or (2) PHI.

1.4 “**Successful Security Incident**” means a Security Incident that results in unauthorized access, use, disclosure, modification, or destruction of ePHI or interference with system operations.

1.5 “**Unsuccessful Security Incident**” means a Security Incident that does not result in unauthorized access, use, disclosure, modification, or destruction of ePHI or interference with system operations, including activities such as pings and other broadcast attacks on a firewall, port scans, unsuccessful log-on attempts, and denial of service, so long as such activities do not result in unauthorized access, use, or disclosure of ePHI.

2. **PERMITTED USES AND DISCLOSURES OF PROTECTED HEALTH INFORMATION**

2.1 Services Pursuant to the Underlying Agreement, Business Associate provides Services for Covered Entity that involve receipt, maintenance, exchange, disclosure, and/or transmission of PHI and SPI. Except as otherwise specified herein, Business Associate may make any and all uses of PHI and/or SPI necessary to perform its obligations under the Underlying Agreement, which includes sharing Covered Entity’s PHI and SPI with regionally-required crisis applications systems or other entities for reporting, tracking, locating, or data analysis purposes related to assisting in disaster relief efforts, responding to emergency circumstances, improving public health, and/or decreasing morbidity or mortality, or for any other permissible or required purpose under federal or state law or regulations. Moreover, Business Associate may disclose PHI and/or SPI for the purposes authorized by this BAA only (i) to its employees, subcontractors and agents, in accordance with Section 3.1(g); (ii) as directed by Covered Entity; or (iii) as otherwise permitted by the terms of this BAA including, but not limited to, Section 2.2(b) below.

2.2 Business Activities of Business Associate. Unless otherwise limited herein, Business Associate may:

- a. use PHI in its possession for its proper management and administration and to fulfill any present or future legal responsibilities of Business Associate, provided that such uses are permitted under the Privacy Laws.
- b. disclose PHI in its possession to third parties, including the State of Texas and other regional healthcare data registries within the State of Texas, for the purpose of its proper management, administration, and in connection with other programs developed by Business Associate to which Covered Entity is a participating member or to fulfill any present or future legal responsibilities of Business Associate, provided that Business Associate represents to Covered Entity, in writing, that (i) the disclosures are Required by Law; or (ii) Business Associate has entered into a Business Associate Agreement containing substantially similar terms as this BAA with any third party that creates, receives, maintains, or transmits PHI on behalf of Business Associate.
- c. use and/or disclose PHI as permitted under 45 C.F.R. § 164.512, except that uses or disclosures for research are not permitted without prior approval by Covered Entity.

2.3 Additional Activities of Business Associate. In addition to using the PHI to perform the Services, Business Associate may:

- a. aggregate PHI in its possession with PHI of other covered entities that Business Associate has in its possession through its capacity as a business associate to such other covered entities, provided that the purpose of such aggregation is to provide Covered Entity and other members

of SETRAC with patient tracking and/or other reporting initiatives and programs offered by Business Associate, including data analyses related to the Health Care Operations of Covered Entity and other members of SETRAC's programs.

- b. de-identify any and all PHI provided that the de-identification conforms to the requirements of 45 C.F.R. § 164.514(b), and further provided that Covered Entity maintains the documentation required by 45 C.F.R. § 164.514(b) which may be in the form of a written assurance from Business Associate. Pursuant to 45 C.F.R. § 164.502(d)(2), de-identified information does not constitute PHI and is not subject to the terms of this BAA.

3. RESPONSIBILITIES OF THE PARTIES WITH RESPECT TO PROTECTED HEALTH INFORMATION

3.1 Responsibilities of Business Associate. With regard to its use and/or disclosure of PHI, Business Associate will:

- a. comply with the portions of the HIPAA Privacy Rule and Security Rule applicable to business associates as well as laws of the State of Texas to the extent such state privacy rules are applicable and not preempted by the HIPAA Regulations;
- b. use and/or disclose PHI only as permitted or required by this BAA or as Required by Law and to use appropriate safeguards to prevent impermissible use or disclosure of PHI;
- c. report to the designated Privacy Officer of Covered Entity, in writing, any use and/or disclosure of PHI that is not permitted or required by this BAA of which Business Associate becomes aware within five (5) business days of Business Associate's discovery of such unauthorized use and/or disclosure;
- d. mitigate, to the greatest extent possible, including deletion and/or destruction of healthcare data, any deleterious effects from any improper use and/or disclosure of PHI or other SPI of which Business Associate becomes aware and/or reports to Covered Entity;
- e. implement Administrative, Physical and Technical Safeguards consistent with industry standards that reasonably and appropriately maintain the security of, prevent unauthorized use and/or disclosure of, and protect the confidentiality, integrity, and availability of any PHI or other SPI it creates, receives, maintains, or transmits on behalf of Covered Entity;
- f. require all of its subcontractors and agents that create, receive, maintain, or transmit PHI subject to this BAA to agree, in the form of a Business Associate Agreement that meets the requirements at 45 C.F.R. § 164.314(a), to adhere to substantially similar restrictions and conditions on the use and/or disclosure of PHI that apply to Business Associate pursuant to this BAA;
- g. make available all records, books, agreements, policies and procedures relating to the use and/or disclosure of PHI to the Secretary of HHS, in the time and manner designated by the Secretary, for purposes of the Secretary's determination that Covered Entity has complied with the Privacy Rule, subject to any applicable legal privileges;
- h. within five (5) business days of receiving a written request from Covered Entity, provide to Covered Entity such information as is requested by Covered Entity to permit Covered Entity to respond to a request by an Individual for an accounting of the disclosures of the Individual's PHI in accordance with 45 C.F.R. § 164.528;
- i. if Business Associate maintains a Designated Record Set on behalf of Covered Entity, (1) provide access to, and permit inspection and copying of, PHI by Covered Entity or, as directed by Covered Entity, an Individual who is the subject of the PHI under conditions and limitations

required under 45 CFR §164.524, as it may be amended from time to time, and (2) amend PHI maintained by Business Associate as requested by Covered Entity.

- j. to the extent that Business Associate is obligated to conduct one or more of Covered Entity's obligations under the Privacy Rule, comply with the Privacy Rule requirements that apply to Covered Entity in the performance of such obligations;
- k. subject to Section 4.4 below, return to Covered Entity or destroy, within sixty (60) days of the termination of this BAA, PHI in its possession and retain no copies;
- l. disclose to its subcontractors, agents or other third parties only the minimum PHI necessary to perform or fulfill a specific function required or permitted under the Underlying Agreement or this BAA;
- m. report to the designated Privacy Officer of Covered Entity, in writing, any Successful Security Incident or unintentional use or disclosure of Unsecured PHI, of which Business Associate becomes aware within five (5) business days of Business Associate's discovery of such Successful Security Incident. Business Associate must include the following information, to the extent known, when reporting a Successful Security Incident:
 - (i) Identification of the Individual(s) whose Unsecured PHI has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used, or disclosed;
 - (ii) Circumstances of the Successful Security Incident;
 - (iii) Date of the Successful Security Incident;
 - (iv) Date of discovery of the Successful Security Incident;
 - (v) Type of PHI involved (such as full name, Social Security number, date of birth, home address, account number, or medical record number); and
 - (vi) Any other additional information Covered Entity requests.
- n. Upon the reasonable request of Covered Entity, report to Covered Entity any Unsuccessful Security Incident of which Business Associate becomes aware, with the frequency, content, and format of such report to be mutually agreed upon by the Parties.
- o. Not use or disclose any PHI or SPI for marketing or similar purposes with or without remuneration; and
- p. Upon thirty (30) days advance written notice to Covered Entity, be permitted to destroy, delete or return all or any portion of PHI or SPI received from Covered Entity, subject to the HIPAA Regulations, in order to effectively manage the business affairs of Business Associate.

This Section 3.1 will survive the termination of this BAA solely with respect to PHI that Business Associate retains in accordance with Section 4.4 below due to it is being infeasible to return or destroy such PHI.

3.2 Responsibilities of Covered Entity. With regard to the use and/or disclosure of PHI by Covered Entity to Business Associate or the use and/or disclosure of PHI by Business Associate, Covered Entity will:

- a. provide Business Associate with a copy of its notice of privacy practices that Covered Entity provides to Individuals pursuant to 45 C.F.R. §164.520;

- b. notify Business Associate, in writing, of any changes in, or revocation of, the consent or authorization provided to Covered Entity by Individuals pursuant to 45 C.F.R. §164.506 or §164.508, to the extent such changes may affect Business Associate's use or disclosure of PHI;
- c. notify Business Associate, in writing and in a timely manner, of any arrangements permitted or required of Covered Entity under 45 C.F.R. parts 160 and 164 that may impact in any manner the use and/or disclosure of PHI by Business Associate under this BAA, including, but not limited to, restrictions on use and/or disclosure of PHI as provided for in 45 C.F.R. § 164.522 agreed to by Covered Entity, to the extent such restrictions may affect Business Associate's use or disclosure of PHI;
- d. not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity;
- e. refrain from transmitting to Business Associate any form of PHI or SPI not permitted under the Underlying Agreement; and
- f. warrant and represent to Business Associate that Covered Entity has all necessary and legally required patient notices, consents, authorizations, and permissions from its patients for the authority to transmit PHI and SPI to Business Associate as required by the Privacy Laws.

4. TERM AND TERMINATION

4.1 Term. This BAA is effective as of the Effective Date of the Underlying Agreement and will continue in effect until termination of the Underlying Agreement and all obligations of the Parties have been met, unless terminated as provided in this Section 4. In addition, certain provisions and requirements of this BAA will survive its expiration or other termination in accordance with Section 4.4 herein.

4.2 Termination by Covered Entity. Covered Entity may immediately terminate this BAA and the Underlying Agreement if Covered Entity makes the determination that Business Associate has breached a material term of this BAA. Alternatively, Covered Entity may choose to: (i) provide Business Associate with thirty (30) days written notice of the existence of an alleged material breach; and (ii) afford Business Associate an opportunity to cure such alleged material breach upon mutually agreeable terms. In the event, Business Associate fails to cure the alleged material breach, Covered Entity may immediately terminate this BAA and the Underlying Agreement and may report such breach to the Secretary of HHS).

4.3 Termination by Business Associate. If Business Associate determines that a material condition of performance has changed under the Underlying Agreement or this BAA, or that Covered Entity has breached a material term of this BAA, Business Associate may provide thirty (30) days written notice of its intention to terminate this BAA and the Underlying Agreement. Business Associate agrees, however, to cooperate in good faith with Covered Entity to find a mutually satisfactory resolution to the matter prior to terminating and further agrees that, notwithstanding this provision, it will not terminate this BAA so long as the Underlying Agreement is in effect.

4.4 Effect of Termination. Upon termination of the Underlying Agreement, Business Associate will return or destroy all PHI pursuant to 45 C.F.R. § 164.504(e)(2)(ii)(J), if it is feasible to do so. If it is not feasible for Business Associate to return or destroy said PHI, Business Associate will notify Covered Entity in writing, which notification shall include: (i) a statement that Business Associate has determined that it is not feasible to return or destroy the PHI in its possession; and (ii) the specific reasons for such determination. Business Associate will extend any and all protections, limitations, and restrictions contained in this BAA to Business Associate's use and/or disclosure of any PHI retained after the termination of this BAA and limit any further uses and/or disclosures to the purposes that make the return or destruction of the PHI not feasible. Business Associate's obligations under this Section 4.4 will not apply to PHI that is the subject of other agreements between Covered Entity and Business Associate to the

extent such other agreements survive the termination, and Business Associate may retain any PHI necessary to Business Associate's services under any other agreements with Covered Entity.

5. **MISCELLANEOUS**

5.1 **Waiver.** No provision of this BAA or any breach thereof shall be deemed waived unless such waiver is in writing and signed by the Party claimed to have waived such provision or breach. No waiver of a breach shall constitute a waiver of or excuse any different or subsequent breach.

5.2 **Assignment; Binding Effect.** Neither Party may assign (whether by operation or law or otherwise) any of its rights or delegate or subcontract any of its obligations under this BAA without the prior written consent of the other Party. Notwithstanding the foregoing, any assignment permitted under the Underlying Agreement shall be permissible hereunder. This BAA is for the benefit of, and shall be binding upon the Parties, their affiliates and respective successors and permitted assigns.

5.3 **Severability.** Any provision of this BAA that is determined to be invalid or unenforceable will be ineffective to the extent of such determination without invalidating the remaining provisions of this BAA or affecting the validity or enforceability of such remaining provisions.

5.4 **Entire Agreement; Amendments.** This BAA constitutes the complete agreement between Business Associate and Covered Entity relating to the matters specified in this BAA, and supersedes all prior representations or agreements, whether oral or written, with respect to such matters. **In the event of any conflict between the terms of this BAA and the terms of the Underlying Agreement, the terms and provisions of this BAA shall control with respect to matters involving PHI.** No oral modification or waiver of any of the provisions of this BAA shall be binding on either Party. All modifications to this BAA, shall require an amendment, and no amendment to this BAA shall be effective unless it is in writing and executed by both Parties. In the event that additional regulations are promulgated under the HIPAA Regulations, or any existing HIPAA Regulations are amended, and a Party determines in good faith that any such regulation adopted or amended after the execution of this BAA shall cause any paragraph or provision of this BAA to be invalid, void, or in any manner unlawful or subject either Party to penalty, then the Parties agree to negotiate in good faith to modify and amend this BAA in a manner that would eliminate any such risk.

5.5 **No Third-Party Beneficiary.** The terms and provisions of this BAA are intended solely for the benefit of the Parties hereto and their respective permitted successors or assigns, and it is not the intention of the Parties to confer third-party beneficiary rights upon any other person or entity.

5.6 **Governing Law.** This BAA will be governed by and construed in accordance with the laws of the State of Texas, without giving effect to its conflict of laws provisions.

5.7 **Nature of Agreement.** None of the provisions of this BAA are intended to create, nor shall be deemed or construed to create any relationship between the Parties hereto other than that of independent contractors. Neither Business Associate nor any of its employees, subcontractors, or other agents shall be deemed to be an "agent," "employee," "servant," or "joint employee" of Covered Entity.

5.8 **Counterparts.** This BAA may be executed by the Parties in two or more counterparts (whether delivered by facsimile, email, PDF, or otherwise), each of which will be considered one and the same instrument and binding on both Parties. Photographed, faxed, and scanned signatures shall have the same legal effect as originals. A facsimile or electronic copy of this BAA, including the signature pages, will be deemed an original.

5.9 **Notices.** Any notices to be given under this BAA will be made in accordance with the Notice provision of the Underlying Agreement.

5.10 Disputes. If any controversy, dispute or claim arises between the Parties with respect to this BAA, the Parties will make good faith efforts to resolve such matters informally.

IN WITNESS WHEREOF and acknowledging acceptance and agreement of the foregoing, the authorized signatory for each Party has affixed his/her signature hereto.

BUSINESS ASSOCIATE

SouthEast Texas
Regional Advisory Council

COVERED ENTITY

Signature

Lori Upton

Printed Name

Executive Director / CEO

Title

Date

Signature

Printed Name

Title

Date

RESOLUTION NO. 2026-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, APPROVING AND ADOPTING A POLICY FOR THE PUBLICATION OF PUBLIC INFORMATION REQUESTS ON THE CITY'S OFFICIAL WEBSITE; PROVIDING FOR TRANSPARENCY AND PUBLIC ACCESS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Seabrook is committed to transparency, accountability, and open government; and

WHEREAS, the Texas Public Information Act promotes the public's right to access government records; and

WHEREAS, the City Council finds that publishing a summary of public information requests will enhance public awareness of governmental activities while maintaining compliance with applicable laws; and

WHEREAS, the City Council desires to adopt a formal policy governing the publication of certain information related to public information requests on the City's official website, which policy is attached hereto as Exhibit "A" and incorporated herein for all purposes.

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

Section 1. Approval and Adoption of Policy

The City Council hereby approves and adopts the Policy on Publication of Public Information Requests, attached hereto as Exhibit "A" and incorporated herein by reference.

Section 2. Implementation

The City Secretary, or designee, is hereby authorized and directed to implement and administer the policy attached as Exhibit "A," including maintaining and updating the published information in accordance with the policy and applicable law.

Section 3. Compliance with Law

The policy shall be implemented in a manner consistent with the Texas Public Information Act and all other applicable federal and state laws. In the event of a conflict between the policy and applicable law, such law shall control.

Section 4. Effective Date

This Resolution shall take effect immediately upon its passage and approval.

PASSED AND APPROVED on this 5th day of May, 2026.

Jim Sweeney, Mayor

ATTEST:

Rachel Lewis, City Secretary

City of Seabrook

Policy on Publication of Public Information Requests

Purpose

The purpose of this policy is to promote transparency and public awareness by providing accessible information regarding public information requests submitted to the City of Seabrook, while maintaining compliance with applicable state law and protecting sensitive information.

Policy Statement

The City of Seabrook shall publish a summary of public information (open records) requests on the City's official website in accordance with the provisions outlined below.

Scope

This policy applies to all public information requests received by the City of Seabrook, with the exception of those submitted to the Police Department.

Publication Requirements

1. The City shall publish a monthly updated log of public information requests on its official website.
2. The published information shall be limited to the following elements:
 - Name of the requestor
 - Date the request was received
 - General subject matter or description of the requested information
3. No additional details, responsive documents, or confidential information shall be included in the publication.

Exclusions

Public information requests submitted to or maintained by the Seabrook Police Department are expressly excluded from this policy and shall not be published.

Timeframe of Records

The published log shall include public information requests from the preceding two (2) years. Records older than two years shall be removed on a rolling basis as new entries are added.

Update Frequency

The City shall update the published log on a monthly basis to ensure the information remains current and accurate.

Website Location

The public information request log shall be made available on the City's official website under a webpage designated within the City Secretary's Department section.

Administration

The City Secretary, or their designee, shall be responsible for:

- Maintaining the accuracy of the published log
- Ensuring timely monthly updates
- Verifying compliance with applicable public information laws and confidentiality requirements

Compliance with Law

This policy shall be implemented in a manner consistent with the Texas Public Information Act and all other applicable laws. In the event of a conflict between this policy and state or federal law, applicable law shall control.

Effective Date

This policy shall take effect upon approval by the Seabrook City Council.

Date	Request #	Name	Description
11/16/2024	PIA2024-868		"Good morning, Pursuant to Texas Government Code Section 552 (Texas Public Information Act), I am requesting public records from your city. Specifically, I would like a copy of any offer letter on file for full-time City employees hired between 8/1/2024 and 11/15/2024. An offer letter is frequently a one page memo that documents the offer of employment between the City and a prospective employee. On the memo, it typically includes a start date, the salary for the position, any additional pay components (car allowance, certification pay, cell phone allowance, etc), as well as a description of the position being offered. My preferred method of delivery for this request is a PDF document with each offer letter included and for the PDF document to be delivered to my email, ***. If there is a fee for collecting this information, please let me know the cost prior to fulfilling the request. If you need to redact information from the responsive document(s), please do so in order to expedite the fulfillment of the request. If you seek to deny all or part of the request, please inform me of the particular reason for the denial. If you have any questions related to this request, please contact me at ***. Thank you in advance for your time, Bradley Ford 320 Desert Sky, McGregor, Texas 76657 817-909-9894 ****"
6/16/2025	PIA2025-497		As an authorized representative of a candidate in the May 2025 Municipal Election, and, Pursuant to the Texas Public Information Act, and, in light of a possible election contest, I am requesting **expedited access** to the following **time-sensitive election records**, which are critical to the integrity of the May 2025 municipal election: 1. **All affidavits, declarations, or statements of voter eligibility** completed by individuals who were **not listed in the official pollbooks** and were instead **handwritten into the voter sign-in rosters** during: - Early Voting (April 22–April 30, 2025) - Election Day (May 3, 2025) 2. These records may include but are not limited to: - Statement of Residence forms (Form 14-19 or equivalent) - Reasonable Impediment Declarations - Voter Affidavit forms submitted at the time of voting - Any related documentation affirming voter eligibility or confirming communication with the voter registrar for override approval Given the urgent nature of the potential election challenge and that these documents may be material evidence, I respectfully request this be treated as a **priority request**, not subject to the standard ten-day response period, as provided for by law. Please confirm receipt and provide an estimated time for production. ADDED VIA SECOND EMAIL: This correspondence supplements my prior Public Information Act (PIA) request (contained below sent moments ago) relating to the May 2025 Seabrook municipal election. I now additionally request the following specific records and metadata, which are time-sensitive due to the potential filing of an election contest: 1.All affidavits submitted by voters during early voting and election day—including, but not limited to: - oReasonable Impediment Declarations (RID) - oStatement of Residence forms - oProvisional Ballot Affidavits - oAny other form signed or completed by voters who did not appear in the electronic or printed poll book 2.☐ 3.For each affidavit or signed document, please provide: - oA scanned copy of the original, not a summary or spreadsheet - oAny associated scan metadata (creation date, modification date, file name history if available) - oThe chain of custody or retention log showing: ☐Who collected and held the original ☐Where and how it was stored ☐Who scanned or digitized it (if applicable)
5/5/2025	PIA2025-353		Subject: Public Information Request – City Hall Activity on Election Night (May 3, 2025) To the City Secretary or Records Custodian, Under the Texas Public Information Act (Texas Government Code Chapter 552), I respectfully request the following records related to the events at Seabrook City Hall on the evening of May 3, 2025: 1.Video surveillance footage from all security cameras showing: 2.The entry and exit of any city employees or other individuals into Seabrook City Hall between 8:00 PM and 10:30 PM on May 3, 2025. 3.All interior hallways, doors, or rooms accessed during that time. 4.Access logs and electronic badge records showing which employee(s) entered the building during the specified time, and which doors or rooms they accessed. 5.IT access records (e.g., login timestamps, badge swipe data, or digital entry logs) for the same time window. Please provide these records in digital format if available. If any portion of this request is denied, please cite the specific exception(s) under the Texas Government Code that justify the denial and release the remainder of the responsive records.

5/22/2025 PIA2025-428

A full audit trail of all login events for the user account CITY\AMorales from May 3, 2025 - May 4, 2025, including:

- Logon type,
- Elevated token status,
- Impersonation level,
- Network address,
- Any associated file or script access.

Please identify whether this account accessed any voting infrastructure, election folders, shared drives, or backend systems during this window.

- ☐ Please include any confirmed group memberships (Event ID 4627) associated with the user account AMorales from May 3, 2025 - May 4, 2025, and detail the specific permissions these groups granted. This includes access to any network services, certificate-based authentication, remote access tools, or system management functions that may have been available by virtue of those group memberships.

B) Any records, messages, or directives involving Amanda Morales related to election tabulation, USB insertion, result reporting, poll watcher removal, election judge removal, or the use of the VCENTER8, JURY02, or DC12 systems on May 3, 2025 - May 4, 2025. This includes Microsoft Teams, Signal, Slack, WhatsApp (or any other similar such app or software), email (personal or official), texts (personal or official), or verbal commands documented contemporaneously.

1/20/2026 PIA2026-68
4/10/2025 PIA2025-284

Under the Texas PIA, I request the full guest list, ****including individual names,**** for the Seabrook EDC’s private event on May 2. This event, funded by public sales tax revenue, serves a public purpose per the EDC’s publicly stated mission.

As you know you have 10 business days to respond or ask the Texas Attorney General (AG) for an exception (Section 552.301). If you deny it without an AG ruling, you’re breaking the law.

If city refuses or dodges, i will file a complaint with the AG’s Open Records Division pointing out the public funding and the weak excuses (privacy? trade secrets?). AG opinions often lean toward disclosure—check Open Records Decision No. 684 for precedent. They’ll force the EDC to justify the secrecy or cough up the names.

The purpose of event as publicly stated by EDC director wacker: the event is a great opportunity to showcase one of Seabrook's premier events to developers, commercial brokers, local and state representatives and business representatives. This gives the EDC and city council members (those who choose to attend) the opportunity to network and discuss potential opportunities for business development and investment in our city. From my previous career as a Transaction Manager in Business Development for Chevron Corp, I think it's a fairly well known, proactive and successful way to develop and mature business relationships in a more relaxed social setting.

5/22/2025 PIA2025-429

A full audit trail of all login events for the user account CITY\AMorales from May 3, 2025 - May 4, 2025, including:

- Logon type,
- Elevated token status,
- Impersonation level,
- Network address,
- Any associated file or script access.

Please identify whether this account accessed any voting infrastructure, election folders, shared drives, or backend systems during this window.

- ☐ Please include any confirmed group memberships (Event ID 4627) associated with the user account AMorales from May 3, 2025 - May 4, 2025, and detail the specific permissions these groups granted. This includes access to any network services, certificate-based authentication, remote access tools, or system management functions that may have been available by virtue of those group memberships.

B) Any records, messages, or directives involving Amanda Morales related to election tabulation, USB insertion, result reporting, poll watcher removal, election judge removal, or the use of the VCENTER8, JURY02, or DC12 systems on May 3, 2025 - May 4, 2025. This includes Microsoft Teams, Signal, Slack, WhatsApp (or any other similar such app or software), email (personal or official), texts (personal or official), or verbal commands documented contemporaneously.

5/27/2025 PIA2025-437

In light of your recent response clarifying that “DC11 and DC12 are city servers that authenticate all city users,” (that was the entirety of the response from City re DC11 and DC12) I respectfully request the following public records under the Texas Public Information Act (TPIA):

Request Scope:

Timeframe: 7:00 PM to 12:30 AM on May 3–4, 2025
Devices/Systems: DC11 and DC12

1. Authentication and Session Logs

- All logon/logoff activity (including usernames and timestamps)
- Any special logon events (Event IDs 4672, 4624, 4634)
- Any Null SID logins (logins with SID S-1-0-0 or blank fields)

2. Privilege Activation Logs

- Any log events indicating assignment or use of:
 - oSeBackupPrivilege
 - oSeRestorePrivilege
 - oSeTakeOwnershipPrivilege
 - oSeDebugPrivilege
 - oEtc.
- ☐
- These are standard privileges tracked by Active Directory event logs.

3. Synchronization and Replication Events

- Any log entries showing synchronization between DC12, DC11, PWDC, and VCENTER8
- Any user-initiated syncs or commands (USN journal entries, File Replication Service logs, etc.)

4. Audit Logs or Alerts

- Any account lockouts, error messages, or system alerts triggered during this period
- Any election software logs that passed through DC12

6/13/2025 PIA2025-494

Dear Custodian of Records,

Under the Texas Public Information Act, I respectfully request access to the following records related to the recent multi-day outage of the City of Seabrook’s phone system, which reportedly began in early June 2025:

1.All internal communications (emails, text messages, Teams messages, Signal comms, or memos, etc) between all IT personnel, all department heads, the City Manager, Deputy City Manager,City Secretary and any third-party vendors related to the phone system outage.
2.All service tickets or incident reports submitted by or to the City of Seabrook regarding the outage.
3.Any logs or records showing network configuration changes or VoIP server settings between May 30, 2025 and June 13, 2025.
4.A copy of any vendor-provided root cause analysis or explanation for the phone system outage.
5.Any written directives (internal or external) to restrict access to or disable any part of the phone or VoIP infrastructure during the time of the outage.
6.A list of phone numbers and internal extensions affected, and any departments that remained operational during the outage.

Please prioritize any documents or logs that suggest intentional shutdown, maintenance actions, or external causes for the disruption.

If any of the requested information is held in electronic logs or monitoring dashboards, screenshots or exportable logs are acceptable.

Thank you.

4/20/2024 PIA2024-317
5/5/2024 PIA2024-352

2553 Du Lac Trce Seabrook 77586

Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of April, 2024 at your earliest convenience:

April 1, 2024 thru April 30, 2024

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN A PDF FORMAT ***PLEASE SEND THE SAME LOVELY REPORT YOU SENT LAST MONTH WITH ALL THE INFORMATION***

Thank You & Have a Blessed Week!
Chris Ostrowski
Home Builders Weekly
713-502-7269

4/25/2025 PIA2025-324
5/22/2025 PIA2025-427

Video footage showing 1) all parking lots of seabrook city hall and 2) outdoor front entrance of seabrook city hall including steps ans front porch and entrance door area and 3) interior first floor lobby of seabrook city hall and 4) entrance doors to voting room and interior of voting room of seabrook city hall without showing voting machine screens or voter data on 4/25/25 between 9:30 am and 9:50 am. If audio is available with video please include that as well.

A full audit trail of all login events for the user account CITY\AMorales from May 3, 2025 - May 4, 2025, including:

- Logon type,
- Elevated token status,
- Impersonation level,
- Network address,
- Any associated file or script access.

Please identify whether this account accessed any voting infrastructure, election folders, shared drives, or backend systems during this window.

- Please include any confirmed group memberships (Event ID 4627) associated with the user account AMorales from May 3, 2025 - May 4, 2025, and detail the specific permissions these groups granted. This includes access to any network services, certificate-based authentication, remote access tools, or system management functions that may have been available by virtue of those group memberships.

B) Any records, messages, or directives involving Amanda Morales related to election tabulation, USB insertion, result reporting, poll watcher removal, election judge removal, or the use of the VCENTER8, JURY02, or DC12 systems on May 3, 2025 - May 4, 2025. This includes Microsoft Teams, Signal, Slack, WhatsApp (or any other similar such app or software), email (personal or official), texts (personal or official), or verbal commands documented contemporaneously.

6/28/2024 PIA2024-503

Raymond Hart

5/9/2025	PIA2025-373	To the City Secretary and Records Custodian: Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I respectfully request access to the following public records regarding the May 3, 2025 municipal election: 1. Detailed Election Workstation Activity Logs Please provide all system-level activity logs (from 7:00 PM to 11:00 PM on May 3, 2025) from any workstation or server used in the vote tabulation, reporting, or publishing process, including but not limited to the machine identified as SBPWCE-2\$. These logs should include: •File access logs (which files were opened, created, edited, or exported) •User session logs (duration, login/logout) •Application usage logs (especially programs used to process or post election results) •Screenshots or screen recordings (if enabled) •Print spooler logs (if any election result documents were printed) 2. Device and User Activity Please provide logs or records showing all activity by the following accounts or systems during the same timeframe: •User account: nstephens (Natalie Stephens) •Device or machine: PWNS1\$ This includes: •Login and logoff timestamps •Systems accessed (remote or local) •Network connections made •Any administrative or privileged commands executed 3. Network and Communications Logs Please provide: •Any logs showing connections between PWNS1\$ and SBPWCE-2\$ or other election-related systems •Any outgoing communications from SBPWCE-2\$ to the internet, especially: - oCivicPlus portal - oFacebook - oNextdoor - oCity website content management tools 4. Audit Trails / Integrity Logs Please provide: •Election tabulation software audit logs (if Hart or another system logs local activity) •USB or removable media insertion/removal logs from election devices •File integrity or checksum logs (if applicable)
6/28/2024	PIA2024-504	Caryn Jaetzold
4/9/2024	PIA2024-286	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the Month of March, 2024 at your earliest convenience: March 1, 2024 thru March 29, 2024 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available *** PLEASE PROVIDE RECORDS IN A PDF FORMAT*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269"
4/10/2025	PIA2025-285	Resubmitting request now with my contact (email) info which was left off first request: Under the Texas PIA, I request the full guest list, ****including individual names,**** for the Seabrook EDC's private event on May 2. This event, funded by public sales tax revenue, serves a public purpose per the EDC's publicly stated mission. As you know you have 10 business days to respond or ask the Texas Attorney General (AG) for an exception (Section 552.301). If you deny it without an AG ruling, you're breaking the law. If city refuses or dodges, i will file a complaint with the AG's Open Records Division pointing out the public funding and the weak excuses (privacy? trade secrets?). AG opinions often lean toward disclosure—check Open Records Decision No. 684 for precedent. They'll force the EDC to justify the secrecy or cough up the names. The purpose of event as publicly stated by EDC director wacker: the event is a great opportunity to showcase one of Seabrook's premier events to developers, commercial brokers, local and state representatives and business representatives. This gives the EDC and city council members (those who choose to attend) the opportunity to network and discuss potential opportunities for business development and investment in our city. From my previous career as a Transaction Manager in Business Development for Chevron Corp, I think it's a fairly well known, proactive and successful way to develop and mature business relationships in a more relaxed social setting.
3/5/2025	PIA2025-183	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of February, 2025 at your earliest convenience: February 3, 2025 thru February 28, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available *** PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269

5/19/2025 PIA2025-421

To Whom It May Concern,

Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I respectfully request access to the following records related to the May 2025 municipal election and associated use of Hart InterCivic systems:

Requested Records:

1.All communications (written, oral, email, text, encrypted messaging) between any city staff, contractors, temporary workers, or officials whether employees, elected, or political candidates—including those using official and personal devices or private channels (e.g., WhatsApp, Signal, Slack, personal email accounts, etc.)—pertaining to:

- oHart InterCivic systems used during Early Voting or Election Day or after up to now
- oThe access code device displaying “2024” dates
- oThe public statement issued by the City on or around April 28, 2025
- oAny corrections to time/date on Hart or CivicPlus systems

2.All versions, drafts, review notes, and emails regarding the authorship or approval of the City’s public statement about the Hart issue. Please identify if the statement was written or reviewed by legal counsel, City IT, or Hart InterCivic and original authorship.

3.Internal logs or documentation showing when and how the date error was discovered and corrected, including whether the fix was implemented locally or remotely by Hart.

4.A complete copy of any audit or support report provided by Hart InterCivic regarding the incorrect date or override password events.

5.Chain-of-custody records for any Hart election equipment used during Early Voting and Election Day including chain of custody each and every day of the ballot box.

6.All communications with Hart InterCivic from April 1 through May 10, 2025, including email, text, call records, and vendor support tickets.

7.Any logs showing open ports or persistent communication sessions with:

- oVPN relays
- oSlack Enterprise Grid
- oSignal Private Messenger
- oAny unauthorized backchannel or Remote Admin tools

Legal Basis:

This request is made in anticipation of a potential election contest. Under Texas Government Code §552.002(a-2), any communication related to official business—regardless of channel or device—is subject to disclosure. Furthermore, as this relates to a possible election contest, the 10-day exemption under §552.028 does not apply. See also Texas Election Code §§233.006 and 232.008.

Please respond electronically. If you claim an exemption or redact material, please cite the legal basis per §552.301.

Respectfully,
Name Withheld due to Privacy Concerns

3/11/2025 PIA2025-204

Hello - i already sent an email to rachel and brian abt this but was sent this link so i am filling it out - apologies if this is a duplicate request. Id like to come view the freezer warehouse plans rachel mentioned were located at public works. She stated to Jackie Rasco they could not ne emailed sue to copyright issues and engineer’s stamp, but that they xluld be viewed at public works. Thank you.

11/16/2024 PIA2024-869

"Good morning,

Pursuant to Texas Government Code Section 552 (Texas Public Information Act), I am requesting public records from your city.

Please provide a copy of the current employment contract(s) for each city official, appointed official, and/or department heads.

Typically, employment contracts are offered to appointed officials such as the City Manager/Administrator. In some cities, other positions have employment contracts as well.

I am seeking any current employment contract for city officials, appointed officials, and/or department heads.

My preferred method of delivery for this request is a PDF document with each employment contract included and for the PDF document to be delivered to my email, ***.

If there is a fee for collecting this information, please let me know the cost prior to fulfilling the request.

If you need to redact information from the responsive document(s), please do so in order to expedite the fulfillment of the request.

If you seek to deny all or part of the request, please inform me of the particular reason for the denial.

If you have any questions related to this request, please contact me at ***.

Thank you in advance for your time,

Bradley Ford
320 Desert Sky, McGregor, Texas 76657
817-909-9894
****"

7/1/2025 PIA2025-558 Hank Kidd

In person request for copy of the Certificate of Occupancy for the property located at 821 Staples.

3/16/2026

PIA2026-259

2700 Block Media

Pursuant to the Texas Public Information Act, I am requesting an opportunity to obtain copies of public records created, filed, or maintained between January 1, 2025, and December 31, 2025, regarding the following:

1. Human Resources Complaints: Any and all formal or informal complaints, grievances, or statements of misconduct filed with the Human Resources Department or department leadership involving any city staff member or employee.

2. HR Investigative Records: Any records, memos, or internal investigative reports generated by Human Resources staff (or third-party investigators hired by HR) concerning allegations of personnel policy violations, harassment, or workplace misconduct city-wide.

3. Disciplinary Actions: Any records reflecting final disciplinary actions, including letters of reprimand, notices of suspension, or termination letters resulting from investigations handled by or reported to Human Resources.

Scope Note: This request is intended to cover all city departments and all levels of city staff for the 2025 calendar year.

If you have any questions or need clarification, please let me know. If there are any fees associated with this request, please provide an estimate before fulfilling it.

I look forward to your response.

Sincerely,
2700 Block Media

3/13/2026

PIA2026-253

2700 Block Media

Subject: Public Information Request – Michael (Mike) Gibbs

Pursuant to the Texas Public Information Act, I am requesting access to the following public records:

1. Correspondence: All correspondence (emails, texts, letters, or other electronic messages) between city staff and/or city council members regarding Michael (Mike) Gibbs, dated between March 2, 2026, and March 13, 2026. This includes, but is not limited to, discussions regarding:

- His employment status.
- His separation from the City of Seabrook.
- Any statements he made during the March 3, 2026, City Council meeting regarding the amendment and update of the City's purchasing policy.

2.Personnel/Separation Documentation: All documentation related to the separation of Michael (Mike) Gibbs from his employment with the City of Seabrook.

If you have any questions or need clarification, please let me know. If there are any fees associated with this request, please provide an estimate before fulfilling it.

I look forward to your response.

Sincerely,
2700 Block Media

12/10/2024

PIA2024-904

Abbas Khan

To Whom It May Concern:

Inovo AI Solutions LLC is initiating a request under the Texas Public Information Act for all purchasing records from 07/01/2020 to date for all departments under your jurisdiction.

We seek access to electronic records that can be provided without the necessity for hardcopy duplication, scanning, or any physical handling of documents.

We are interested in the following details for purchases from your record keeping system for the given period. This data can be quickly exported in a purchase order or vendor history report from the accounting system by your finance team.

- Vendor Number or Vendor ID
- Vendor Name
- Identifier for each purchase, such as purchase order number(PO#) or, alternatively, an invoice or check number
- Purchase Date
- Line item details or description of each purchase
- Line item quantity
- Line Item price

Please do not hesitate to reach out to me if you have any questions.

Regards,

Abbas Khan

CEO, Inovo AI LLC

7/16/2025	PIA2025-607	Abbas Khan	To Whom It May Concern: Civic IQ Inc is initiating a request under Texas Public Information Act for all purchasing records from 12/01/2024 to date for all the departments under your jurisdiction. We seek access to electronic records that can be provided without the necessity for hardcopy duplication, scanning, or any physical handling of documents. We are interested in the following details for purchases from your record-keeping system for the given period. This data can be quickly exported in a purchase order or vendor history report from the accounting system by your finance team: · Vendor Number or Vendor ID · Vendor Name · Identifier for each purchase, such as purchase order number (PO#) or, alternatively, an invoice or check number · Purchase Date · Line item details or description of each purchase · Line item quantity · Line item price The information we are requesting is generally part of council/board meeting packets as "bills" or "vendor payments." If that information is already available on the website, we are happy to capture it from there. Please let us know if that is the case.
1/27/2025	PIA2025-59	Akash Baddi	File Number: 1053341 Address: 2718 Sandpebble Dr, Seabrook, TX 77586 City of Seabrook For the above-referenced residential property, can you please provide me with copies of the following (if they exist)?: 1. Open or Closed code violations. 2. Permits that need to be closed out. 3. Unpaid special assessments, fines, fees or tickets not on the property taxes. 4. If any liens exist, please provide a payoff date of 02/28/25. Please email back to BPS.documents@coforge.com if possible or fax to 888-908-3471 if unable to email. If you have any further questions, please feel free to contact me. Thank you,
11/15/2024	PIA2024-866	Akash Baddi	File Number: 1049788 Address: 1100 N Heron Dr Taylor Lake Village TX 77586 City of Seabrook For the above-referenced residential property, can you please provide me with copies of the following (if they exist)?: 1. Open or Closed code violations. 2. Permits that need to be closed out. 3. Unpaid special assessments, fines, fees or tickets not on the property taxes. 4. If any liens exist, please provide a payoff date of 11/30/24. Please email back to BPS.documents@coforge.com if possible or fax to 888-908-3471 if unable to email. If you have any further questions, please feel free to contact me. Thank you,
6/26/2024	PIA2024-489	Alan Samuels	I would like all solar panel permits (that is, building / electrical permits with the words "solar" or "photovoltaic" or "pv" in the description) from Jan 1, 2010, to the date of this request submission (June 26, 2024). I would like all information associated with the permits, including date, description, status (I want permits with all different statuses, including expired and canceled permits), installer/contractor name, address, and job value). CSV format is preferred, PDF or Excel are acceptable as well. Thank you very much.
3/31/2026 4/7/2026	PIA2026-300 PIA2026-318	Alejandro Padron Alexander A Riddell	Blueprints and/or planograms of my home Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Mar 22, 2026 to Apr 7, 2026 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions. Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex

9/8/2025	PIA2025-824	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Aug 21, 2025 to Sep 8, 2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
10/21/2025	PIA2025-964	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Oct 06, 2025 to Oct 21, 2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
6/6/2025	PIA2025-467	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from May 21, 2025 to June 06,2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties Fire damage or structure fire loss Property maintenance issues (including unsightly materials, fence/gutter maintenance) Boarded-up windows Dangerous or substandard conditions High weeds or grass Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
7/8/2025	PIA2025-576	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from June 24, 2025 to July 8,2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties Fire damage or structure fire loss Property maintenance issues (including unsightly materials, fence/gutter maintenance) Boarded-up windows Dangerous or substandard conditions High weeds or grass Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
1/20/2026	PIA2026-69	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Jan 1, 2026 to Jan 20, 2026. Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions. Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex

2/23/2026 PIA2026-176 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Feb 8, 2026 to Feb 22, 2026
Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:
Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance),
Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions.
Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

3/21/2025 PIA2025-224 Alexander A Riddell

Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!

Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!

11/7/2025 PIA2025-1034 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Oct 21, 2025 to Nov 07, 2025
Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:
Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance),
Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew
Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

1/21/2025 PIA2025-48 Alexander A Riddell

Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!

9/22/2025 PIA2025-863 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Sep 8, 2025 to Sep 21, 2025
Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:
Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance),
Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew
Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

5/7/2025 PIA2025-361 Alexander A Riddell

Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!

2/9/2026 PIA2026-129 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Jan 21, 2026 to Feb 8, 2026.
Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:
Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance),
Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions.
Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

3/9/2026 PIA2026-232 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Feb 21, 2026 to March 08, 2026
Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:
Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance),
Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions.
Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

8/8/2025 PIA2025-696 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from July 20, 2025 to Aug 8, 2025.
Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:
Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance),
Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew
Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

4/7/2025	PIA2025-275	Alexander A Riddell	Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!
10/6/2025	PIA2025-907	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Sep 21, 2025 to Oct 06, 2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
12/22/2025	PIA2025-1166	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Dec 1, 2025 to Dec 25, 2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
6/24/2025	PIA2025-525	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from June 1, 2025 to June 24,2025 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties Fire damage or structure fire loss Property maintenance issues (including unsightly materials, fence/gutter maintenance) Boarded-up windows Dangerous or substandard conditions High weeds or grass Reported mold or mildew Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex
5/21/2025	PIA2025-423	Alexander A Riddell	Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!
1/7/2026	PIA2026-20	Alexander A Riddell	Hello, I am requesting a list of all residential properties that had any Code Enforcement activity from Dec 20, 2025 to Jan 8, 2026 Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following: Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions. Please provide the data in CSV, XLS, or Excel spreadsheet format. Thank you, Alex

7/8/2025 PIA2025-575 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from June 24, 2025 to July 8,2025

Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:

Open/Vacant or Unsecured properties

Fire damage or structure fire loss

Property maintenance issues (including unsightly materials, fence/gutter maintenance)

Boarded-up windows

Dangerous or substandard conditions

High weeds or grass

Reported mold or mildew

Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

12/30/2024 PIA2024-941 Alexander A Riddell

Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!

8/21/2025 PIA2025-751 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Aug 8, 2025 to Aug, 21 2025

Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:

Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew

Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

3/22/2026 PIA2026-272 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Mar 7, 2026 to Mar 22, 2026.

Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:

Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew and any evictions.

Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

11/21/2025 PIA2025-1078 Alexander A Riddell

Hello,

I am requesting a list of all residential properties that had any Code Enforcement activity from Nov 01, 2025 to Nov 21, 2025

Please include any records of code violations, citations, inspections, notices posted, or other official actions related to the following:

Open/Vacant or Unsecured properties, Fire damage or structure fire loss, Property maintenance issues (including unsightly materials, fence/gutter maintenance), Boarded-up windows, Dangerous or substandard conditions, High weeds or grass, Reported mold or mildew

Please provide the data in CSV, XLS, or Excel spreadsheet format.

Thank you,
Alex

3/7/2025 PIA2025-195 Alexander A Riddell

Hello, I'd like to exercise my rights under the Freedom of Information Act to respectfully request copies of the following information: Records of all Code Enforcement actions (Code violations, citations, documentations, posting of notices, etc.) related to residential properties being either - OPEN/VACANT, or UNSECURED. Please include ALL Fire Damage/Structure Fire Loss, Property Maintenance/UNSIGHTLY MATERIAL/FENCE/Gutter MAINTENANCE, Boarded up windows, In a dangerous or substandard condition, high weeds/grass, and any reported Mold / Mildew. Which occurred, were recorded, cited or otherwise had activity or interaction with city officials. Please provide the list from the last 30 days, going back from the date this is processed in a CSV / XLS or Excel Spreadsheet. Thank you!

5/28/2024 PIA2024-410 Alexandria Griffin

Can the City please provide a copy of the current solid waste agreement with Waste Management including the current rate sheets for residential, commercial and industrial services. Thank you so much!

4/1/2024 PIA2024-253 Alexis King

Subject: Request for Information / 2300 Repsdorph Road / Ref# 171054-1

Good morning,

Please see the attached request (in both formats for your convenience) for the referenced property.

At your earliest convenience please forward a response or estimated turnaround time, including any delays, to Alexis King at 800-344-2944 ext. 4523 or Alexis.King@PZR.com, as we are working together.

If you have any questions or concerns, please, do not hesitate to contact us.

Thank you in advance for your time, assistance, and consideration.

Sincerely,
Kristen

Kristen L. Shelton
Information Specialist
(405) 546-4605 | Learn about LightBox & PZR

4/2/2024	PIA2024-265	Alexis King	Chesapeake Senior Living Apartments. Parcels: 1369860010001 and 1399460000001 Please provide copies of any certificates of occupancy for all buildings located at 2300 Repsdorph Road.
9/9/2025	PIA2025-828	Allison Vinson	Pursuant to the state open records law Tex. Gov't Code Ann. Secs. 552.001 to 552.353 I am writing to request access to and digital copies of: The personnel file for Seabrook Police Department officer Rebecca Ojeda including, but not limited to, documents related to the application process, the hiring process, termination or separation, training, performance evaluations, commendations, sustained complaint history, and disciplinary history. I do not seek payroll information. I agree in advance to the necessary redaction of private information such as dates of birth, social security numbers, driver's licenses and home addresses. I agree to pay any reasonable fees for processing of not more than \$100. If the cost is greater than this amount, please notify me. Please provide a receipt indicating the charges for the records. As provided by the open records law, I will expect your response within ten (10) days. (Twenty (20) days if my request requires substantial programming or manipulation of data). See Tex. Gov't Code Ann. Secs. 552.221(d) and 231(c). If you believe this information is not public, I ask that you immediately notify me about whether I would like you to seek a formal decision from the Texas Attorney General not later than ten (10) calendar days from your receipt of this request, as required by the open records law. See Sec. 552.301. If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely. Also, please provide all segregable portions of otherwise exempt material. Thank you for your assistance. Please call if you have any questions.
10/31/2024	PIA2024-836	ALLISON WALKER	I am looking for any open/recent building permits for the HOUSTON TERMINAL at 12619 PORT RD. I am looking for the general contractor listed as well as their mailing address and/or phone number. I am also looking to obtain the HCAD account number and/or legal description for the property. Thank you.
12/6/2024	PIA2024-896	ALLISON WALKER	I am looking for any open/recent building permits for the PORT OF HOUSTON at 12296 PORT RD. I am looking for the general contractor listed as well as their mailing address and/or phone number. I am also looking to obtain the HCAD account number and/or legal description for the property. Thank you.
6/4/2025	PIA2025-464	Alym Lakhani	We would like to request the past bills fro account number 25-0249-01 from Jan 2024 until May 2025. Thank you
4/16/2025	PIA2025-297	Amanda Morales	Test
7/8/2025	PIA2025-581	AMANDA MORALES	This is just a test request
5/15/2025	PIA2025-409	Amanda Morales	I want every single document the City has and I want it by the end of the day!
10/23/2025	PIA2025-974	AMANDA MORALES	Test Request
7/29/2025	PIA2025-650	Amanda Morales	Test Request
10/23/2025	PIA2025-975	Amanda Morales	Test
1/20/2025	PIA2025-45	Amy Hunt	I am requesting a copy of the certificate of liability insurance for PATRIOT UTILITY SERVICES LLC that covers 2023/2024 for Right of Way permitting through the Public Works Department for directional boring on Sawyer Dr near Lakeside Dr on or around 12/07/2023.
4/1/2024	PIA2024-251	Amy Hunt	I am requesting a copy of any permits issued for the location of 2531 Acadiana Ln and a copy of any certificates of liability insurance if required for these permits. Please search between the dates of 08/01/2022 - 08/01/2023.
4/16/2024	PIA2024-306	Amy Ramirez	Any and all records pertaining to the light sequence at the location, date and time below: Date: 03/06/2024 Time: 12:00 a.m. to 11:59 p.m. Location: 12400 Block of Red Bluff Road and the 1800 Block of Kirby Road
8/12/2024	PIA2024-630	Amy Salmeron	fire at 650 N Flamingo Drive. Requesting report for case #20240719 thank you
3/6/2026	PIA2026-221	Andrea McCormick	I am working on behalf of CenterPoint Energy to obtain a copy of the certificate of liability insurance for the contractor Willis Worx that covers the date 12/16/2025. Does the City of Seabrook keep records of liability insurance for licensing, permitting or registration?
10/15/2025	PIA2025-942	Andrew Sikes	This request is for a copy of the City Ordinance that established the location of the City Limits of Seabrook, Texas in the vicinity of Morristown Addition, a subdivision whose plat of record is filed in Volume 1 at Page 34 of the Map Records of Harris County, Texas. I am primarily interested in the metes and bounds description that should be include in the Ordinance.
3/27/2025	PIA2025-242	Angela Barron	Requesting a copy of the permitting/fee schedule receipt for the new home construction (2600 sq ft) at 2534 Loganberry Circle - either issued to Jose and Angela Cervantes or Pinnacle Development.
1/16/2026	PIA2026-56	Angela Cervantes	Rachel - Will you please provide me with all communications between 10/21/2025 and 1/6/2026 regarding the new a/v setup for video recorded meetings per council decision on 10/21/2025. This includes internal and vendor communications. Thank you in advance, Angela
10/27/2025	PIA2025-986	Angela Cervantes	I do not expect you to see this until Monday, but I did not want to forget to send. Will you please provide me with the "Exhibit B" to Ordinance 2021-01 (Image attached). Thank you in advance!
3/2/2026	PIA2026-201	Angela Cervantes	Will you please provide me with all communications (email, phone, and call records) between city staff, elected officials, and/or representatives regarding the Bayside Little League parade between 12/1/2025 - present day. Will you also provide me with all email communications between city staff, elected officials, and/or representatives regarding the Bayside Little League parade between 12/1/2024 - 3/31/2025. Thank you in advance, Angela
9/26/2025	PIA2025-872	Angela Cervantes	Will you please provide me with all boards and commissions applications submitted to the city by Jesse Jones Jr.?
2/13/2024	PIA2024-125	Angela Cervantes	I am requesting all contracts and communications between Seabrook employees and representatives, Union Pacific, and the Port regarding the rail spur project and the UP railroad tracks at Red Bluff and FM 146.

1/20/2026	PIA2026-63	Angela Cervantes	Will you please provide me with the name of the development firm for this project? Also, do you have a plat map that shows where the building will go on the property and what trees will be preserved? Thank you in advance, Angela
12/30/2024	PIA2024-942	Angela Cervantes	I am requesting the Hotel/Motel tax allocation breakdown for the previous FY2024 and the recently approved allocation breakdown for FY2025. Thank you.
10/10/2025	PIA2025-926	Angela Cervantes	Will you please advise if Michelle plans on having any type of slideshow for the video recorded meetings agenda item? If so, will you please send me a copy so that I can review?
11/19/2025	PIA2025-1072	Angela Cervantes	Rachel - Will you please provide me with any and all correspondence with city officials, staff, TX Dot, and Harris County in regard to the median project that is currently taking place at Lakeside and Nasa Rd? Thank you, Angela
4/6/2025	PIA2025-273	Angela Cervantes	Requesting the slide deck presentation that was posted online for the public in 2023 in regard the the bond election for the PD/Court Complex. This slide deck included images of the plans as well as other relevant details for voters to review. Thank you.
3/7/2026	PIA2026-230	Angela Cervantes	Please provide me with all records involving any outside third party and/or internal investigation regarding personnel matters and/or financial matters involving all employees of the finance department from 2020-2025.
9/17/2025	PIA2025-855	Angela Cervantes	Requesting the audio recordings for Council Meeting on 9/7/2021 and P&Z meetings on 3/18/2021, 6/17/2021, and 7/15/2021
7/23/2025	PIA2025-633	Angela Cervantes	Good morning, Gayle - Can I please get a copy of the list of applicants that interviewed for the EDC position as well as their applications? Thank you in advance, Angela
3/10/2026	PIA2026-238	Angela Cervantes	Please provide me with all records involving any outside third party and/or internal investigation regarding personnel matters and/or financial matters involving all employees of the finance department from 2015-2021.
9/17/2024	PIA2024-734	Angela Cervantes	Requesting ALL communications to and from Seabrook PD, Seabrook staff, and city council including but not limited to text, email, calls, announcements and notifications regarding The Barge and the benefit concert held there on 9/14/2024. The timeframe of these communications are requested to be between 1/1/2024 - 9/17/2024. Thank you.
4/6/2026	PIA2026-314	Angela Cervantes	During the discussion, it was mentioned that approximately \$10,000 in P-Card purchases remained unreconciled after an employee left the City. I would like to better understand the circumstances surrounding that statement, including: • Whether those purchases were ultimately reconciled or verified as legitimate City expenditures • What documentation exists for those transactions
4/8/2025	PIA2025-281	Angela Cervantes	Requesting expenditure breakdowns between the years of 2016-2025 for the Yacht Event hosted by the EDC annually during Keels and Wheels. Also requesting, if available, the invite list for each year between the years of 2020-2025. Thank you.
3/26/2025	PIA2025-241	Angela Cervantes	Requesting a breakdown of all municipal funds that have been allocated to the Carothers Garden between January 2019-March 26, 2025. Also requesting a specific breakdown of all municipal funds that have been given/granted to the Carothers Garden 501c3 starting in January 2022 until March 26, 2025.
11/3/2025	PIA2025-1018	Angela Cervantes	I received a copy of the PUD Ordinance 2021-01 Exhibition B, but after further research I believe there was an updated Ordinance passed for this PUD. Will you please provide me the most updated approved PUD ordinance based on ammendments? The most recent one I have found record of is titled 2024-01 "Ammendments to Edge at Seabrook Towne Centre Planned Unit Development District Plan 'PUD'". Thank you!
6/30/2025	PIA2025-550	Angela Cervantes	I have reviewed what I could find, but will you please provide me with the bylaws for each of the currently active committees besides the HOT fund committee?
9/4/2025	PIA2025-819	Angela Cervantes	Will you please provide me with any FOIA requests that were filed from 8/28 - present day?
7/16/2025	PIA2025-610	Angela Cervantes	Please provide me with all communications and documents pertaining to the funding, grants, payments/reimbursements, damage, construction and insurance regarding Pine Gully Pier. This includes documents/communications from city staff, mayor and council, Texas Parks and Wildlife Dept., FEMA, and TML.
7/16/2025	PIA2025-612	Angela Cervantes	Please provide me with any communications pertaining to Celebrate Seabrook between 6/16/2025-7/16/2025. To include city staff, city management, and mayor/council.
7/16/2025	PIA2025-611	Angela Cervantes	Please provide me with any communications pertaining to the HOT advisory committee between 6/16/2025-7/16/2025. To include city staff, city management, and mayor/council.
7/18/2024	PIA2024-546	Angie Reyes	Good afternoon, I'm requesting any permits Issued to Us or Upcoming for renewal. (Occupancy Permit, Pool Permit, Boilers or Etc. Bar Harbor Apartments Homes Address: 2601 Repsdorph Rd, Seabrook, TX 77586

7/26/2024 PIA2024-581 Angie Reyes

Good afternoon,

I'm requesting any completed inspections or the following permits, or the upcoming dates this are to be completed.
Thank You, kindly !

Pool
Spa
Alarm – Office
Alarm – Shop
Alarm - Model
Elevator
Boiler
Fire Inspection
Alarm Inspection
Pool Inspection
Backflow Inspection
Boiler Inspection
Elevator Inspection
City Inspection
HOA Inspection

3/11/2025 PIA2025-203 Ann Donnelly

Id like to come see the freezer warehouse plans in person please. Please let me know a good day this week, preferably wednesday or thursday morning.

I understand they cant be emailed due to engineer’s stamp, and brian is unable to answer questions about them, but that they can be viewed in person.

Thank you!

2/28/2025 PIA2025-158 Anne Donnelly

Hello!

Hope you are well.

1) I would like all edc ORIGINAL budgets and finalized amended budgets please from 2016-current.

2) i would like a copy of the original permitting fees estimate for Hampton Inn rebuild with Gary Johnson / Jade Construction as rebuilder. This was for an amount around 80k (just under i believe).

3) i would like a copy of the revised permit fees which came in at 40k or so

4) i would like to see the blank application form for SEBRI funds during covid 2020. I would like to see the document outlining process for selecting recipients and minimum standards that has to be met. I would like to know who specifically approved and vetted recipients and details of that vetting process. Im sure the city didnt take ppl at their word but vetted the existence of said businesses applying. Any and all documentation surrounding SEBRI applications and qualification and disbursements including EDC meeting minutes and council meeting minutes discussing sebri. I want to know if sebri was part of th

2/11/2025 PIA2025-106 Annie Donnelly

Hope all is well and thank you for all your help.

I'm trying to look at the April 29, 2016 council minutes and all attachments - both for the regular meeting and the special meeting that day.

However the same thing comes up whenever I open the html or pdf - it's just the announcement of the meeting - for both the special meeting and the regular meeting.

Can you please get that to me please when you have a moment?

Thank you :)

6/30/2025 PIA2025-547 Anonymous

Pursuant to the Texas Public Information Act, I respectfully request access to the following records related to the City of Seabrook's administration of the May 3, 2025 municipal election:

Request Scope:

A complete list of all individuals officially authorized, assigned, appointed, or otherwise permitted to participate in any election-related capacity between April 15 and May 10, 2025, including but not limited to:

- Election judges and alternate judges
- Election clerks and volunteers
- Early Voting Ballot Board (EVBB) members and alternates
- Ballot board substitutes or emergency replacements
- Tabulation/scanning team members
- Couriers or transporters of sealed ballot boxes
- Technical support personnel (IT, systems, devices)
- Staff with access to tabulation areas, media rooms, or physical custody of election records
- Any individuals with administrative access to election data, machines, storage rooms, ballots, or servers during this window

2. ☐ All documents reflecting appointments, assignments, rosters, or election duty authorizations, including:

- Election appointment letters
- Schedules or departmental duty rosters
- Cross-departmental or temporary election duty assignments (e.g., Public Works, IT, Communications, etc.)
- Internal communications or logs confirming assignments

☐

3. Any training sign-in sheets, certification forms, or acknowledgment documents for the individuals listed above, specifically covering:

- Ballot chain-of-custody protocols
- Tabulation equipment handling
- Digital reporting systems
- Access control or keycard policies
- Election night procedures (manuals, slides, checklists)

☐

4. Any third-party personnel (e.g., CivicPlus, Hart InterCivic, or other contractors) engaged in election-related activities at City Hall or any satellite processing location (e.g., Community Center, EMS building, Public Works facility). Please include contractor names, dates of activity, and areas of access (physical or digital).

11/6/2025 PIA2025-1032 Anonymous

City Secretary,

1. All creation/modification logs for election-related pages (e.g., "Elections/Elecciones," "Election Info," "2025 Election Results," "Voting Rosters," "Campaign Finance Reports") from **page inception to present** (2023–Nov 2025).

2. Include **all users/admins**, not just Alvarado.

3. Export as full CSV/PDF, with links to affected pages.

4. Cover **all 2025 elections** (May general/bond)

Clock re-starts today (Nov 6, 2025). Deliver by 5 p.m., Nov 21, 2025 (10 biz days).

If incomplete, AG complaint filed Nov 22.

Thank you,

[Anonymous Email]Secured with Tuta Mail:

<https://tuta.com/free-email>

6/30/2025 PIA2025-546 Anonymous

Pursuant to the Texas Public Information Act, Chapter 552 of the Texas Government Code, I respectfully request the following public records related to the May 4, 2024 and May 3, 2025 City of Seabrook municipal elections:

1.All invoices, contracts, purchase orders, receipts, and delivery confirmations between the City of Seabrook and Hart InterCivic for ballot printing services for either election.

2.Any email communications or attachments between any City employee or official and any Hart InterCivic employee between January 1, 2024 and June 15, 2025 that reference:

- oBallot layout
- oBallot printing
- oProofing
- oQuantities
- oShipments
- o"Printed ballots"

3.□

4.Records reflecting the date and method of ballot delivery from Hart InterCivic to the City (e.g., tracking numbers, delivery logs, physical custody receipts).

5.All documentation required under Texas Election Code § 52.006 or § 52.009, if applicable, showing verification, proofing, or approval of Hart ballots used in either election.

6.Chain-of-custody logs, storage records, or access logs reflecting custody of any Hart-printed ballots from receipt through Election Day.

1.Ballot printing at municipal facilities—include any records (spool logs, work orders, emails, badge-print records) for ballots printed internally via CivicPlus, EMS, or local templates at:

- oCity Hall
- oPublic Works
- oPolice Department
- oSeabrook EMS
- oCommunity Center / Community House
- oSeabrook Public Library

2.□

This includes ballots for:

- oMay 2025 General Election
- oMarch 2025 Dummy Election
- oNovember 2024 Dummy Election
- oSample or mock ballots
- oEmergency/corrective ballots
- oPolling day replacements

□

10/9/2025 PIA2025-920 Anonymous

Dear City Secretary,

This is a supplemental request under the Texas Public Information Act, Chapter 552, Government Code, regarding the City of Seabrook’s drone purchase and operation.

Specifically, please provide:

1.All records, memoranda, emails, or internal communications explaining or approving the decision to purchase the City's infrared drone (approx. \$5,000) under the Police Department budget rather than under Public Works, GIS, or another department.

2.Any budget transfer authorizations, internal accounting memos, or correspondence between Finance, the City Manager, the Police Department, and Public Works staff concerning the funding source, account code, or justification for that purchase.

3.Records identifying all City employees certified under FAA Part 107 to operate unmanned aircraft systems, including which department each certified operator is assigned to (Police, Public Works, GIS, etc.).

4.If any Public Works or GIS employees are FAA-certified, please provide all correspondence or recor

10/9/2025 PIA2025-919 Anonymous

Dear City Secretary,

Pursuant to the Texas Public Information Act, Chapter 552 of the Texas Government Code, I respectfully request access to and/or copies of all records, documents, correspondence, and data related to unmanned aircraft systems (UAS/drones) purchased, operated, shared, or budgeted by the City of Seabrook or any of its departments (including the Police Department, Public Works, GIS, and Emergency Management) from January 1, 2018 through the present.

Please construe this request broadly. Specifically, I am requesting the following categories of records:

1. Purchase and Procurement Records

- All purchase orders, invoices, receipts, bids, or quotes for drones, drone accessories, or drone-related software and services (e.g., DJI, Autel, Skydio, Parrot, FLIR, Pix4D, DroneDeploy, etc.).
- Records showing the funding source (department, account code, budget line item) and total cost of each purchase.
- Copies of agenda packets, resolutions, or council meeting minutes where such purchases were discussed, approved, or acknowledged.
- Any grant applications, awards, or reimbursement documents from state, federal, or regional sources related to drones or aerial data collection.

2. Equipment Specifications and Assignments

- Documents identifying the make, model, and serial number of each drone currently owned or previously owned by the City.
- Any attached or integrated sensors, including thermal/infrared (FLIR), LiDAR, zoom, or multispectral cameras.
- Assignment records showing which department or individual employee is responsible for the drone's custody and operation.
- Maintenance or service records for these drones.

3. Operational Use and Deployment

- All flight logs, mission reports, or summaries of drone deployments for the years 2018 –present.
- The purpose or mission type for each deployment (e.g., mapping, search and rescue, law enforcement, inspections, environmental monitoring, etc.).
- Any memoranda of understanding (MOUs) or joint-use agreements allowing drone operation between departments (Police, Public Works, GIS, Fire, OEM).
- Any FAA Part 107 waivers, authorizations, or certificates of authorization held by City employees or departments.

4. Policies, Procedures, and Training

- The current Unmanned Aircraft System (UAS) policy or Standard Operating Procedure (SOP) for drone use, as required by Texas Government Code §423.008.
- Any internal memoranda, emails, or training materials describing how the drone may be used, stored, or data retained.
- Privacy, data retention, or evidence-handling policies governing imagery, video, or thermal data collected by the drone.
- Records showing which personnel have completed FAA Part 107 training or certifications.

5. Coordination with External Entities

- Any communications, MOUs, or coordination agreements with outside entities (e.g., Cobb Fendley, Harris County Flood Control District, NASA/JSC, Port of Houston, or neighboring cities) regarding drone operations or aerial data sharing.
- Records showing any requests for drone data or imagery from other agencies or contractors.
- Any joint training, demonstrations, or flight operations with outside agencies.

6. Data and GIS Integration

- All contracts, licenses, or authorizations related to drone data processing or GIS software (e.g., ESRI ArcGIS Desktop/Map, DroneDeploy, Pix4D)

11/3/2025 PIA2025-1009 Anonymous

Please provide records from April 25, 2025 – May 5, 2025, covering the following:

- 1.System Logins / Badge Auth Records
 - oLogins to city workstations, shared drives, servers (VCENTER8, DC11/DC12, PWDC)
 - oAuthenticated badge access logs (physical or remote)
 - oAny logs where AdminOverride or RemoteAdmin access was used
- 2.□
- 3.Printer Spooler Activity
 - oPrint job logs or device activity from city-connected printers
 - oEspecially printers used in City Hall, Police HQ, or Public Works
- 4.□
- 5.Remote Session Logs / VPN Tunnels
 - oRDP (remote desktop) or VPN tunnel initiation logs
 - oHostnames, IPs, or timestamps for remote admin sessions

⚠️ FORMAT AND CLARIFICATIONS

- No redactions needed. This request does not seek any voter names, SSNs, emails, or personal identifiers.
- I am not requesting ballots or images of votes.
- These are standard system-generated logs and should require minimal staff time to export.
- I accept any exportable format: CSV, TXT, PDF, or native logs.

🏛️ COST CONTROL & PUBLIC INTEREST

Please note: Under Tex. Gov’t Code § 552.267(a), I respectfully request a waiver of any fees, as the information relates to a matter of public interest involving public infrastructure, public funds, and election transparency.

Fees, AG Opinions, and Timeliness

- If the City intends to request an Attorney General opinion under §552.301 regarding any portion of this request, please:
 - oPromptly identify which specific item(s) are being referred, and
 - oProvide timely responses to all other portions not subject to AG review
- Additionally, due to the nature of this request—involving an election and the integrity of public outcomes—I request that responsive records be produced expeditiously and in less than the standard 10-business-day window, as permitted when public interest justifies a faster response.
- Should estimated costs exceed \$40, I request a written itemized estimate per §552.2615 before incurring any charges.

10/9/2025 PIA2025-921 Anonymous

Dear City Secretary,

Under the Texas Public Information Act, Chapter 552 of the Texas Government Code, I request copies of all records, contracts, agreements, amendments, and deliverables concerning the City of Seabrook’s contract(s) with Cobb, Fendley & Associates, Inc. (or any affiliated entity) for GIS, mapping, surveying, geospatial, aerial imagery, or unmanned aircraft system (UAS/drone) services, from January 1, 2015 to present. The request should include, but not be limited to:

- 1.The original contract(s) / agreement(s) between Seabrook and Cobb Fendley for GIS, mapping, surveying, or geospatial services, including all amendments, exhibits, attachments, and scope of work documents.
 - 2.Any addenda, amendments, or change orders that incorporate drone / aerial imagery / UAS / thermal / infrared imagery services into the contract.
 - 3.The section(s) of the contract(s) or scope documents specifying deliverables, tasks, or data sources (including aerial imagery) that Cobb Fendley is obligated to provide to Seabrook.
 - 4.Any deliverables, reports, data files, or imagery products (orthophotos, thermal maps, point clouds, etc.) that have been produced by Cobb Fendley under that contract and delivered to Seabrook.
 - 5.Any correspondence, emails, memos, or internal City reports discussing or negotiating the use of drones or aerial imagery by Cobb Fendley as part of the mapping / GIS contract.
 - 6.Any internal memoranda or staff reports justifying why drone operations, if included, should be performed by Cobb Fendley or by City staff, and whether the drone was budgeted in Police, Public Works, or another departmental line.
 - 7.Any invoices, statements, or payment records from Cobb Fendley to the City that reference aerial imagery, drone flights, or mapping deliverables.
- Please provide the responsive records in electronic form (PDF, Excel, shapefiles, imagery files, etc.), or via downloadable link if the data files are large.

If portions of requested records are exempt, please produce all non-exempt portions and clearly state which exemptions are claimed, with legal citations.

If the cost to fulfill this request is estimated to exceed \$100, I ask that you provide me an itemized cost estimate and permission to continue before incurring higher costs.

Please confirm receipt of this request and provide an estimated date when the records will be available.

Thank you for your cooperation.

10/6/2025 PIA2025-909 Anonymous

- 1. EDC Reports and Presentations:
All presentations, annual, semi-annual, and monthly reports submitted by the Economic Development Corporation (EDC) to the City Council from January 1, 2015, to December 31, 2017, including all accompanying documents, attachments, and supporting content.
- 2. EDC Meeting Records on COs and Land Swap:
Complete minutes, agendas, and meeting files for all EDC meetings held from January 1, 2015, to December 31, 2016, where Certificates of Obligation (COs) and/or the 2015 land swap (Resolution 2015-31) were discussed. For any closed session discussions, provide certified summary notes and documentation of actions taken, as required by Texas Government Code §551.104.
- 3. EDC Bylaw Changes:
All records of changes to EDC bylaws from January 1, 2015, to December 31, 2016, related to funding Certificates of Obligation (COs) or economic development projects, including:
 - The original bylaws as written prior to any changes.
 - Revised bylaws with specific amendments, dates of passage, and voting records.
 - Minutes, agendas, and meeting files from City Council, EDC, and any other committees (e.g., finance or planning) that reviewed, discussed, or voted on these changes.

10/15/2025	PIA2025-940	Anonymous	Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I request the following records from the City of Seabrook: 1. Appraisals, Evaluations, and Correspondence: All appraisals, valuation reports, evaluations, and related correspondence (including emails, memos, and letters) pertaining to Project No. 2016-11 (water tank relocation), covering the period from January 1, 2015, to December 31, 2016.
10/9/2025	PIA2025-918	Anonymous	I respectfully request access to, or copies of, all records held by the City of Seabrook from January 1, 2007 through the present that relate to Pine Gully and/or Todville retention-pond or drainage projects associated with the Port of Houston or the Industrial District #1 area, including but not limited to: 1.The Memorandum of Settlement Agreement dated November 5, 2007 between the City of Seabrook and the Port of Houston Authority, and all subsequent amendments, addenda, or exhibits. 2.City Council ordinances, resolutions, or agenda packets authorizing or referencing that Memorandum or any Pine Gully / Todville retention-pond or drainage work. 3.Contracts, interlocal agreements, or cost-share agreements between the City and the Port of Houston Authority (or its contractors, agents, or consultants) regarding Pine Gully or Todville drainage, detention, or retention-pond projects. 4.Invoices, payment authorizations, purchase orders, or reimbursement records connected to those projects. 5.Grant-funding or reimbursement documents (state, federal, or county) received or administered by the City for Pine Gully or Todville retention, drainage, or restoration work. 6.Correspondence (including emails) between City officials or staff and the Port of Houston Authority, the Galveston Bay Foundation, or any contractor concerning Pine Gully or Todville retention-pond or drainage work. Please provide these records electronically (PDF or native format) via email or file-sharing link if available. If the estimated cost exceeds \$40, please advise me before proceeding. If some materials are exempt, please release all reasonably segregable portions of responsive records. Thank you for your time and assistance.
10/23/2025	PIA2025-973	Anonymous	Earlier I requested all EDC presentations to council 2015-2017. The response was no responsive records found. Please provide all records related to Resolution 2017-11, 'EDC Project Designation Redevelopment of Old Seabrook,' including presentations, attachments, and updates from 2016 through 2025. Given the project's incomplete status (per the 2021 Livable Center Study and lack of redevelopment), these require retention under LGRA MU1100-01 until completion. If unavailable, provide destruction logs and the city's records control schedule.
11/3/2025	PIA2025-1010	Anonymous	• Page creation/modification logs for any election-related CivicPlus pages • Particularly changes to pages titled "Election Info," "Unofficial Results," or related
10/15/2025	PIA2025-939	Anonymous	Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I request the following records from the City of Seabrook: 1. Appraisals, Evaluations, and Correspondence: All appraisals, valuation reports, evaluations, and related correspondence (including emails, memos, and letters) pertaining to Resolution 2015-31 (2015 land swap) covering the period from January 1, 2015, to December 31, 2016.
10/23/2025	PIA2025-972	Anonymous	Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I hereby request copies of the following public records in the City of Seabrook's possession, custody, or control. Requested records (all formats, including native files and associated metadata): 1.The entirety of all Facebook posts, comments, replies, reactions (including emoji types), shares, and messages posted to, from, or on the Facebook page titled "Mayor Jim Sweeney" (categorized as "Elected Official"), and, any associated comment threads, that reference "Save Seabrook," "Margarita Jones," "Recall Summer Sanford," or otherwise discuss the subject of the digitally-altered meme or the business Margarita Jones, posted between October 1, 2025 and October 22, 2025, inclusive. 2.For each item listed in (1), please provide: oThe full text/content of the post/comment/reply. oThe username/display name associated with the post/comment/reply. oThe timestamp (date and time) in Central Time (America/Chicago). oAny attached images, videos, or media files in their original/native format. oAll visible reactions (emoji types and counts) and the identities (user names/display names) of accounts that reacted, with timestamps if available. oAny available administrative metadata (e.g., post ID, comment ID, reaction ID). 3.☐ 4.Any and all records reflecting administrative actions on that Facebook page between October 1, 2025 and October 22, 2025, including without limitation: oRecords of comments or posts removed, deleted, hidden, or moderated; who performed the action; dates and times; and any explanation or moderator note. oRecords of comment settings changed (e.g., comments disabled, globally shutting off comments), including the identity of the account that changed settings and the timestamp. oRecords of any communications (internal or external) by city staff, EDC staff, or other city officials that authorized, drafted, reviewed, or otherwise facilitated the content posted to the "Mayor Jim Sweeney" Facebook page (including emails, text messages, instant messages, meeting notes, memos, or staff instructions). oA list of all Facebook page administrators, moderators, or managers for the "Mayor Jim Sweeney" page as of October 22, 2025, including their names and titles/roles (if any), and records showing when those admin roles were added or removed. 5.☐ 6.Any records of communications to or from the City of Seabrook, City of Seabrook employees, EDC staff, EDC board members, City Council members, and City Board members concerning the Facebook post(s) described above during the same date range, including but not limited to emails, text messages, Slack/Teams/whatsApp messages or any such third party app, calendar entries, meeting notes, internal memos, and attachments. 7.Any records that show whether the City or the EDC or Mayor used city/EDC resources (staff time, city-owned or city-funded devices, city/EDC/council email accounts, or other resources) in composing, posting, moderating, or amplifying the post(s) or comments described above. Format and delivery: Please provide electronic copies in their native formats where feasible (e.g., original image/video files, CSV/Excel for logs), and include any associated metadata. If native files are not available, please provide high-quality PDF copies that include metadata. Deliver the copies to [your email address] or provide a secure link for download.

10/9/2025 PIA2025-922 Anonymous

Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), any request for public information and the City's response thereto are considered official communications governed by statutory disclosure requirements. The Act does not authorize the City Secretary or any other municipal employee to disseminate or share TPIA requests, responses, or related records with the City Manager, City Council members, or other officials outside the scope of the statutory process.

Sharing a TPIA request or its responsive records outside the formal production process may:

- 1.Violate the requester's rights under Chapter 552 by potentially exposing personally identifying information or confidential communications.
- 2.Undermine the transparency and neutrality required by the Act, which ensures that all requesters receive equal access to public information without political influence.
- 3.Expose the City or individual officials to legal liability, including complaints to the Office of the Attorney General, for failure to comply with statutory obligations and for unauthorized disclosure.

This notice serves as a formal demand that all portions of this request, and my previous requests, their related communications, and any responsive records be handled strictly according to the Texas Public Information Act, and not shared with City Council members, the City Manager, or other officials except as required by law. Any deviation from statutory compliance should be documented and reported, and the City should take all reasonable steps to prevent improper dissemination.

Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I hereby request copies of the public information described below. Please treat this as a good faith, non waiver request that the City produce responsive records promptly in the form requested below.

1subcontractors, or consultants (including but not limited to CobbFendley, and any other engineering, surveying, or mapping vendors) who performed work for the City during the timeframe above.

Records requested (please produce all responsive documents, audio, video, images, datasets, logs, and communications)

- 1.Drone/Unmanned Aerial System (UAS) operations
 - a. All flight logs, mission manifests, pilot/observer names, dates, times, launch/landing coordinates, flight paths/KML/GEOJSON, and flight durations for any drone/UAS flights conducted by City employees or on the City's behalf.
 - b. Copies of all pilot/operator certifications, training records, and FAA registrations/remote pilot certificates associated with personnel who operated drones for the City.
 - c. Copies of any FAA waivers/authorizations (Part 107 waivers, COA, or other FAA approvals) obtained for flights referenced above.
 - 2.Aerial imagery, video, and derived data
 - a. All raw and processed aerial imagery, still images, video recordings, LiDAR point clouds, orthophotos, 2D/3D models, DEMs, maps, and any derived GIS products that were captured by or derived from drone/UAS flights within the timeframe and covering residential properties located within the City of Seabrook. Provide files in their native formats where available (raw imagery, .tif, .las, .mp4, .mov, KML, GeoTIFF, etc.). If native is not available, provide the highest quality export.
 - b. Any and ALL metadata associated with the imagery or sensor captures (timestamps, sensor types, resolution, georeferencing metadata, camera model, sensor payload configuration).
 - 3.Sensor payloads / capabilities
 - a. A list and specification sheets for the sensor payloads used on City drones or vendor drones (e.g., RGB cameras, multispectral, thermal/infrared, LiDAR, video, RF/Wi Fi/Bluetooth sniffers or spectrum analyzers, cellular intercept equipment, etc.). For each payload, provide dates of deployment and which flights/missions used them.
- Please provide:

6/30/2025 PIA2025-548 Anonymous

- 1.All chain-of-custody logs, transfer sheets, custody affidavits, or logs-of-seals pertaining to any voting equipment, tabulators, ballot scanners, ballot boxes, or transport containers that were removed from or handled within the City Hall jury room or adjacent areas on May 3, 2025, between 7:00 PM and 10:00 PM.
- 2.Records showing the seal numbers, transport container IDs, or tamper-evident lock documentation for any and all voting equipment or ballot containers handled or wheeled out by Rachel Lewis or Amanda Morales during that time window.
- 3.Descriptions of proper procedures (internal or vendor-issued) for securing and transporting voting machines or ballot materials during and after polling, including any Hart InterCivic equipment documentation or municipal policies.
- 4.Any photographs, videos, or internal correspondence (email, text, Teams, Slack, Signal, etc.) referencing the handling, storage, or movement of the containers or carts observed being wheeled out of City Hall on the evening of May 3, 2025.
- 5.The names of all election workers, volunteers, staff, or vendors assigned to or authorized to access the jury room or those containers during the election.
- 6.The inventory lists, equipment manifests, or return logs submitted to the Harris County Clerk's Office, the Seabrook Election Judge, or any vendor following the close of polls, reflecting the contents of the containers removed from City Hall.
- 7.The complete record of sealing, unlocking, or transferring any voting equipment or tabulation device prior to its removal from City Hall or transfer to the Police Department or Public Works.

I request that this information be provided in its original format (PDF, scanned, or electronic logs) and that no summaries or paraphrased responses be substituted for the underlying documents. If redactions are necessary, please specify the legal basis for each.

If these records are stored across departments or devices (e.g., mobile phones, personal emails, tablets), please ensure your search includes all mediums required under the Texas Public Information Act.

Please confirm receipt of this request and provide the estimated time to fulfill it. If you believe any part of this request requires clarification, I am happy to assist.

10/27/2025 PIA2025-989 Anonymous

Dear City Secretary,
I am requesting a copy of all written rules, ordinances, policies, or official guidance that authorizes the presiding officer to prohibit speakers during public comment from looking at their notes or glancing at the audience. Seabrook's Sec. 2-52 and the Appearing Before City Council page set time limits and decorum requirements but contain no explicit rule on eye contact or notes. Please provide the legal authority for this enforcement and a copy of the rule. If no written rule exists, please confirm that current practice is purely discretionary.

Thank you.

Sent from Proton Mail for iOS

11/5/2025	PIA2025-1024	Anonymous	Nov 4 Election - FOIA - drones over library. Subject: Texas Public Information Act Request – Drones over Seabrook Library polling place 11/4/2025 Dear Public Information Officer, Under the Texas Public Information Act (§552.001 et seq.), I request: 1. Any records of drone flights over or within 500 ft of Seabrook Library (1106 Main St) on Nov 4, 2025, 6–8 PM. 2. Operator names, agency, FAA registration numbers, flight logs, video/audio files. 3. Payload details (cameras, WiFi/Bluetooth sniffers, IMSI catchers). 4. Authorizing documents, contracts, or task-force orders. 5. Communications (email/text/radio) mentioning “Seabrook Library,” “drone,” or “election security” on 11/4/2025. I agree to pay up to \$25; contact me if higher. Electronic delivery preferred. Thank you Anonymous because you share identity of TPIA requestors with City Council, namely Hammann, and because City Council shares identities of private citizens who email them with other people, such as Jesse Jones, who then harasses citizens with lawyers and baseless cease and desist letters.
10/15/2025	PIA2025-941	Anonymous	1. EDC Reports and Presentations: All presentations, annual, semi-annual, and monthly reports submitted by the Economic Development Corporation (EDC) to the City Council from January 1, 2015, to December 31, 2017, including all accompanying documents, attachments, and supporting content.
10/6/2025	PIA2025-908	Anonymous	Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I request the following records from the City of Seabrook: 1. Appraisals, Evaluations, and Correspondence: All appraisals, valuation reports, evaluations, and related correspondence (including emails, memos, and letters) pertaining to Resolution 2015-31 (2015 land swap) and Project No. 2016-11 (water tank relocation), covering the period from January 1, 2015, to December 31, 2016. Additional Instructions: • Please provide records in electronic format (PDF or similar) via email to [your email address]. • If any requested records are exempt under TPIA, please provide a detailed explanation of the exemption and any redacted portions, as required by Texas Government Code §552.130. • If records are not available, please confirm in writing that a diligent search was conducted and no such records exist. • I request a response within the statutory 10-business-day period (or 20 days if an extension is needed, with written notice).
6/26/2025	PIA2025-538	Anonymous	Public Information Request – May 3 & May 4 Election Infrastructure Overrides Dear City of Seabrook Public Information Officer, This is a formal request under the Texas Public Information Act. The requester is a Texas resident protected under §552. Anonymous requests are permitted and binding under statute. This request is not speculative. It is based on confirmed indicators already extracted from internal logs, machine accounts, VPN traffic, session metadata, and observed credential abuse. These records have been independently preserved. Please produce the following, covering May 3, 2024 between 6:00 PM and May 4, 1:00 AM CDT: 1. Active Directory Sessions, Overrides, and Impersonation Events Please include full session logs, elevation traces, impersonation flags, and privilege transitions involving any of the following user or admin accounts: •rflewis •nstephens •aalvarado •gcook-admin •jkinateder-admin •remoteadmin02 •vcenter8 •cosadmin01 •svc_pubsync •sys_civic_elevated •ghostadmin, admin_hidden •electionsvc01 •cosjury2\$ Include logon/logoff timestamps, hostnames, IPs, device IDs, and any override or impersonation events triggered under these accounts.
5/14/2025	PIA2025-407	Antoine Picou	2. Command Metadata and Executed Target Activity. Original building plans for my home at 2926 Seargent st.
2/9/2026	PIA2026-131	April Conway	There is some construction going on where they are building something on the side of the property. Our residents are scared for there safety and we would like to build a fence up. We are needing a land surveyor to let us know where our land stops so we are not building on someone else property.
9/9/2025	PIA2025-832	April M Jeffries	Please provide all incident reports, CAD logs, and 911 calls related to police being dispatched to 2401 repsdorph road apt 1602 , 1601, 1600 between December 2024 and September 2025 whether or not contact was made with me.
4/2/2024	PIA2024-270	Armi Serrato	Any person who received a traffic citation in the month of March and is eligible to take a driver safety course. Please include phone numbers or emails if possible. Thank you!
12/18/2025	PIA2025-1160	Ashley Henderson	Please submit all building permits for the month of November

9/11/2025	PIA2025-837	Ashley Hernandez Simmons	Ashley Hernandez Simmons requested the survey for her property, 2501 Sand Castle Ct. I emailed her the attached document. Thank you, Deanna Wallace Permit Technician City of Seabrook Email: permits@seabrooktx.gov Ph: 281-291-5669 Fax: 281-291-8364
8/21/2024	PIA2024-671	ASHLEY N HENDERSON	Please submit all building permits for the months of June & July
5/30/2024	PIA2024-415	ASHLEY N HENDERSON	Please submit all building permits for the months of April & May.
1/30/2025	PIA2025-68	ASHLEY N HENDERSON	Please submit building permits for the months of Dec through January.
10/3/2024	PIA2024-774	ASHLEY N HENDERSON	Please submit all building permits for the months of Aug. through Sept.
5/1/2025	PIA2025-344	ASHLEY N HENDERSON	Please submit all building permits for the months of March and April
10/9/2025	PIA2025-924	ASHLEY N HENDERSON	Please submit all building permits for the month of September.
9/11/2025	PIA2025-836	ASHLEY N HENDERSON	Please submit all building permits for the month of August.
12/19/2024	PIA2024-925	ASHLEY N HENDERSON	Please submit building permits for the month of November
8/4/2025	PIA2025-680	ASHLEY N HENDERSON	Please submit all building permits for the month of July.
4/22/2024	PIA2024-320	Ashley Nicole Henderson	Please submit all building permits for the months of January through March.
7/15/2025	PIA2025-598	Ashley Nicole Henderson	Please submit all building permits for the month of June.
4/10/2026	PIA2026-334	Ashley Nicole Henderson	Please submit all building permits for the month of March.
3/13/2026	PIA2026-254	Ashley Nicole Henderson	Please submit all building permits for the month of February.
9/16/2025	PIA2025-847	Ashley Nicole Henderson	Please submit all building permits for the month of August.
11/11/2025	PIA2025-1052	Ashley Nicole Henderson	Please submit all building permits for the ,month of October
6/16/2025	PIA2025-498	Ashley Nicole Henderson	Please submit all building permits for the month of May.
2/11/2026	PIA2026-141	Ashley Nicole Henderson	Please submit all building permits for the month of January.
1/3/2025	PIA2025-14	ASHLEY P	Hi we are reaching out to see there are any open/recent building for the address of 2000 BAYPORT BLVD, SEABROOK, TX
7/23/2024	PIA2024-563	Aurea Brown	Greetings, I am working on behalf of CenterPoint Energy to obtain an e-mailed copy of the Certificate of Liability Insurance for Forde Construction Co, that covers the 2023-2024. Please Ref. Our File 2MN198084. Thank you in advance for your direction
1/29/2026	PIA2026-99	Austin Tore	Hello, I hope all is well! I am reaching out to follow up on a Public Records Request that you had previously completed for us, regarding records for all short-term rental (STR)/vacation rental properties in Seabrook. Specifically, I wanted to request access to an updated version of the Permits for any active, pending, or renewed STRs/vacation rentals over the past 2 years. Additionally, if there have been any recently created or updates to existing records of STR permits/licenses, STR business license applications/approvals, any documented list of identified STRs, any zoning records pertaining to STRs, and/or any transient/lodging occupancy tax records for any operating STRs, I would like to request to receive a copy of those records as well. If possible, I would also like to request the information to be provided in excel or csv format. However, if an alternative format is all that exists, then I am happy to accept whatever is available. Additionally, if any records, or portions of these records, are exempt from disclosure under the applicable public records law, I ask if you could please redact any exempt portions and provide what is available. I appreciate your time and assistance. I look forward to your response and would be happy to clarify this request further if necessary.☐ Have a great day!
2/17/2025	PIA2025-120	Austin Tore	I am reaching out to request access to public records regarding all short-term rental (sometimes called vacation rental) properties in the city of Seabrook. that are in an active, renewed, or pending status. Specifically, I am seeking any records that can help me identify the addresses of properties used as short-term rentals, vacation rentals, or similar purposes. This may include but is not limited to: Short-term rental / vacation rental permits or licenses Zoning records pertaining to short-term rental / vacation rental designations Business license applications or approvals for short-term rental / vacation rental operations My only objective is to identify address information pertaining to short-term / vacation rental properties across the entire geographical landscape, so if permit / license data exists, then we won't need the zoning / business license records (however, if permits / licenses do not exist then I would like the others). As far as a date range goes, we would like the most recent records, spanning over the last 2 years. Also, if possible, I would appreciate receiving the information in excel format. If an alternative format is the only thing available, then please send that. If certain records are exempt from disclosure under the applicable public records law, I request that you redact exempt portions and provide the rest. Please also inform me if the records are maintained by another department or office. Thank you for your time and assistance. I look forward to your response and am happy to clarify this request further if needed. Have a great day.

5/5/2025	PIA2025-355	Austin Woods	Hello, Please check your records and provide the below documents for subject property. 1.Open code enforcement Violations/ Building & Zoning Violations. 2.Open/expired building permits. 3.Any open unrecorded Open Liens (Weed or Snow removal, Sidewalk, Junk or debris etc) 4.Miscellaneous bills /special assessments? (Not Included in Tax Bill) 5.Demolition Orders Property Address – 1007 PINWOOD LANESEABROOKTX 77586 Owner's Name: GAMALIEL PAZ "Thank you for considering my request. I look forward to hearing from you."
12/19/2025	PIA2025-1164	Axel Muzerie	I am looking for any records the City has about the amount of PFAS chemicals in the City's drinking water. I noticed that the annual water quality report does not include testing for PFAS, but if you have any test results for PFAS in the drinking water, I would appreciate a copy. Thanks
9/12/2025	PIA2025-842	Belinda Shine	Would like the fire department report for a truck fire that occurred on 08-23-2025 on NASA involving a 2014 GMC Sierra truck. The incident number 7562025
7/18/2024	PIA2024-548	Bernadine Carter	Several police officers were here in the early morning hours of July 18, 2024. Please provide information on why they were here. Thank you, B. Carter
6/8/2025	PIA2025-470	Bhem Rob	This email constitutes a formal request for the PRELIMINARY, AS-READ BID RESULTS as publicly read aloud at the time of acceptance of bids for the Seascape Water Line 01/30/2025 project. We have confirmed, prior to this request, that the information is unavailable through bid links, third-party hosts, or other accessible sources. Thank you for your prompt attention and upholding transparency in government. We appreciate it greatly! bhem@bidjudge.com Bhem R. BidJudge.com PO Box 1022 Higley, AZ 85236 480 487 6638
3/6/2026	PIA2026-225	Billy Rasco	Please provide a copy of all credit card charges made by LeaAnn Dearman Petersen and Kevin Padgett that did not have a purchase order and/or did not get reconciled with a hard copy receipt, from January 2022 through June 2023. Please include the dollar amount, date and merchant name. Thank you!
10/1/2025	PIA2025-883	Billy Turner	Request for records of theft for my medication,son shoes,my son phone
2/26/2025	PIA2025-150	Bob Loblaw	I would like correspondence via email not text. I dont feel i should be charged for the request. It is data that is supposed to be accurate and public. But it is not accurate. I would like all check register monthly reports from FY17-18 to FY22-23. With correct descriptions. Right now the descriptions dont always match the expenditures. Gayle explained to a citizen theres a flaw in the system where it grabs the description of the last item entered and associates it with an unrelated amount. This renders the public check register data useless as it currently stands. I want CORRECT check register data which is what is already supposed to be in public domain. I am not asking for anything special. Just for what is supposed to be there. If city cant produce this in a timely fashion i can accept copies of bank statements with account numbers redacted obviously that show all the same information to satisfy my needs for now, assuming all transactions are included (same transactions as appear on monthly check register report). Thank you.
10/22/2024	PIA2024-816	Bobby L Fregia	I'm looking to see if a report was made on Bobby I Fregia Jr and Lisa S. Hart Fregia we had an altercation behind Tookies Seafood in between June and August of 2023 the police were called there were no charges filed the police let me leave and they took Lisa Hart-Fregia to the station so she could call someone to pick her up need to see if there was a report made on this.
11/14/2024	PIA2024-864	Bonita King-House	We are formally requesting a listing of all outstanding checks that expired or are near expiration and available for reissue. These government checks do not get sent to the unclaimed property offices and usually remain within the finance department but sometimes auditor/clerk offices until they fully expire. In addition, would you be able to provide your statute on reissue before the funds permanently expire? This varies by State, County, City, etc. and we would like to update our clients on these guidelines so they can create a better tracking process internally. I appreciate your help and would be happy to discuss further if need be.
6/4/2024	PIA2024-433	Braden Mineer	Requesting a report of all issued building permit information for residential and commercial properties. From 05/01/2024 To 05/31/2024. Report to include, if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name

5/1/2024	PIA2024-338	Braden Mineer	Requesting a report of all issued building permit information for residential and commercial properties. From 04/01/2024 To 04/30/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
4/2/2024	PIA2024-262	Braden Mineer	Requesting a report of all issued building permit information for residential and commercial properties. From 03/01/2024 To 03/31/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
7/2/2024	PIA2024-512	Braden Mineer	Requesting a report of all issued building permit information for residential and commercial properties. From 06/01/2024 To 06/30/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
11/16/2024	PIA2024-867	Bradley Ford	"Good morning, My request is for an electronic file that includes a roster or listing of every current city employee as of Friday, November 1, 2024. This request includes employees coded as full-time, part-time, temporary, seasonal, as well as elected officials. I am requesting the roster or listing include information commonly found in an Employee Master File and is most commonly found in the Human Resources Department or Payroll Department. The file would include information such as the following fields for each employee: First Name Last Name Hire Date Gender Race Ethnicity Department Job Title Base Salary Amount Gross Annual Wages Bonus Amount Car Allowance (Annual) Cell Phone Allowance (Annual) Certification Pay (Annual) If there fees associated with this request, please inform me of the cost before fulfilling this request. If you have any questions regarding this request, please contact me via this email (***) If you need to redact a portion of the request in order to expedite the fulfillment of the request, I agree to redaction in advance. If you seek to deny part or all of this request, please let me know the basis for a denial in part or in whole. My preferred delivery method is for the record to be sent via email as an Excel file but a PDF file will also be acceptable. Thank you for your time and have a great day. Bradley Ford 320 Desert Sky McGregor, Texas 76657 214-622-2224
8/22/2025	PIA2025-759	Brandon Lopez	Records of building code violations, environmental health code violations, fires, hazardous materials response events, and spills associated with the property located at 2100 E NASA Parkway, Seabrook, Texas.
6/9/2025	PIA2025-475	BRAXTON BAILEY FORBES	Dear Public Information Officer, Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I respectfully request the following public records for Officer Ceara Jones, for the period from 05/01/2023 to 06/01/2025. 1. Weekly duty schedules or shift assignments, including regular hours, overtime, and extra-duty assignments. 2. Actual hours worked per week, totaled by week (e.g., 52 hours, 63 hours, etc.). 3. Approved leave records (vacation, sick time, or FMLA), if available. 4. Any notes of shift trades or duty swaps that may impact actual time worked. 6. Any final disciplinary actions taken against Officer [Full Name] from [Start Date] to [End Date], including: Written reprimands, Suspensions, Demotions, Terminations, Final summaries of sustained complaints or internal affairs investigations. 7. Records of training, continuing education, or temporary assignments attended by Officer Ceara Jones between 05/01/2023 and 06/01/2025. 8. A summary of any citizen complaints filed against Officer Ceara Jones during the specified period, including the date and resolution category (sustained, unfounded, etc.), redacted as needed. This information is for a legal matter involving family court and custody evaluation. Please redact any sensitive law enforcement information per standard practice. If redactions are required for privacy or legal reasons, please cite the specific exemption and provide a redacted copy where applicable. This request is made in accordance with the Texas Public Information Act. I prefer to receive this information digitally (email or PDF format). Thank you, Braxton Forbes

3/12/2026	PIA2026-249	Brian Hedden	Hello, My name is Brian Hedden, and I'm a data specialist with Populist.us, a nonpartisan voter information project focused on helping voters better understand local elections. We are partnering with local news websites to provide municipal election information for the upcoming election. We are seeking the following information. Can you please provide me with the following information or the name and email address of the correct person who can help me find this information? 1) Candidate Filings: A download of the name and contact information for candidates running for local office this year. 2) Election Sub-districts: Precinct Lookup Table or GIS maps for election districts and subdistricts (such as City Council Wards, School Board Districts, etc) 3) Election Results: the format and location (url) of upcoming local election results. Thank you very much! Brian Hedden Data Specialist, Populist.us brian@populist.com 303-503-9925 If this was sent in error, please reply and let us know.
12/9/2025	PIA2025-1133	Bryan Daenen	I'm looking for any historical building permits for my home at 2509 Lakeside Drive. Specifically looking for roof and foundation permits.
5/21/2025	PIA2025-424	Buddy Hamm	A report that will show, year to date, the number of Public Record Requests, the topic of the request and the number of documents required to be generated to meet the request. .
8/8/2025	PIA2025-705	Buddy Hammann	1.A report listing each Public Record Request, the date of the request, the requestor's name, description of the request and the number of documents required to satisfy the request from July 1.2024 to present. Excluding requests related to Police and courts 2.A report listing each Public Record Request from Jackie Rasco, the date of the request, the description of the request and the number of documents required to satisfy the request from May 30, 2021 to present.
7/25/2025	PIA2025-640	Buddy Hammann	Amanda, I have learned that Angela has made several requests for records concerning the Pier. As co-sponsor for this agenda item I would appreciate it if you would copy me on the material the City provides to her on this topic. Thanks Buddy *The request referenced is PIA2025-610
8/23/2024	PIA2024-679	Buddy Hammann	Copies of Petitions for recall for Buddy Hammann, Thom Kolupski and Tom Tollett.
6/25/2025	PIA2025-530	Carl Lopez	Commercial contracts issued by the Seabrook, TX between January 1, 2020 and June 18, 2025 for the purchase (supply) of ferric chloride, ferric sulfate, or aluminum sulfate.
2/3/2025	PIA2025-75	Carole Bartholomew	Please email me the issued permits in January 2025 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!
6/2/2025	PIA2025-454	Carole Bartholomew	Please email me the issued permit report in May 2025 for residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You!
10/2/2024	PIA2024-771	Carole Bartholomew	Please email me the issued permit report in September 2024 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if possible. Thank You!
5/5/2025	PIA2025-354	Carole Bartholomew	Please email me the issued permits in April 2025 for residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You! Carole Bartholomew Building Permit Service
4/1/2024	PIA2024-254	Carole Bartholomew	Please email me the permits issued in March 2024 for new residential, new commercial and new swimming pools with contractor, job address, value, sqft and issue date, preferably in excel if possible. Thank you.
8/1/2024	PIA2024-602	Carole Bartholomew	Please email me the issued permits in July 2024 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if possible. Thank You!
1/5/2026	PIA2026-15	Carole Bartholomew	Please email me the issued permit report in December 2025 for new residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You!
11/2/2025	PIA2025-1003	Carole Bartholomew	Please email me the issued permits from October 1, 2025 thru October 31, 2025 for residential and commercial with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!
3/2/2026	PIA2026-205	Carole Bartholomew	Please email me the issued permits in February 2026 for residential and commercial with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!

11/30/2025	PIA2025-1104	Carole Bartholomew	Please email me the issued permit report in November 2025 for new residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You! Wishing You A Happy Holiday Season! Carole Bartholomew Building Permit Service bldgpermits@aol.com 972/318-0026
9/2/2024	PIA2024-693	Carole Bartholomew	Please email me the issued permit report in August 2024 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if possible. Thank You!
5/2/2024	PIA2024-346	Carole Bartholomew	Please email me the issued permit report in April 2024 for residential, commercial and swimming pools with contractor, job address, value, square footage and issue date, preferably in excel, if possible Thank You!.
4/2/2026	PIA2026-308	Carole Bartholomew	Please email me the issued permits in March 2026 for residential and commercial with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!
9/2/2025	PIA2025-797	Carole Bartholomew	Please email me the issued permit report in August 2025 for new residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You, Carole Bartholomew Building Permit Service bldgpermits@aol.com
1/3/2025	PIA2025-11	Carole Bartholomew	Please email me the issued permits in December 2024 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!
7/1/2025	PIA2025-559	Carole Bartholomew	Please email me the issued permits from June 2025 for residential and commercial with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You! Have A Happy Fourth of July!
11/5/2024	PIA2024-849	Carole Bartholomew	Please email me the issued permits in October 2024 for residential and commercial with contractor, job address, value, square foot and issue date. Thank You!
2/1/2026	PIA2026-103	Carole Bartholomew	Please email me the issued permit report from 1-1-2026 to 1-31-2026 with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You!
12/2/2024	PIA2024-885	Carole Bartholomew	Please email me the issued permits in November 2024 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You! Have A Merry Christmas and A Happy New Year!
3/2/2025	PIA2025-163	Carole Bartholomew	Please email me the issued permits in February 2025 for residential, commercial and swimming pools with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!
10/1/2025	PIA2025-888	Carole Bartholomew	Please email me the issued permit report in September 2025 for new residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available.
3/31/2025	PIA2025-253	Carole Bartholomew	Please email me the issued permits in March 2025 for residential and commercial with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You! Carole
6/30/2024	PIA2024-505	Carole Bartholomew	Please email me the issued permit report in June 2024 for residential, commercial and swimming pools with *contractor*, job address, value, square footage and issue date, preferably in excel, if possible Thank You!
6/4/2024	PIA2024-439	Carole Bartholomew	Please email me the issued permit report in May 2024 for residential, commercial and swimming pools with *contractor*, job address, value, square footage and issue date, preferably in excel, if possible Thank You!.
8/1/2025	PIA2025-666	Carole Bartholomew	Please email me the issued permits from July 2 2025 thru July 25, 2025 for residential and commercial with contractor, job address, value, square foot and issue date, preferably in excel, if available. Thank You!
8/1/2025	PIA2025-668	Carole Bartholomew	*Please ignore the first request I sent you, I put the wrong date I was needing* Use the one below! Please email me the issued permit report in July 2025 for new residential and commercial with contractor, job address, value, square footage and issue date. Preferably in excel, if available. Thank You!
1/13/2026	PIA2026-46	Carolyn Forest for William Sudela	Copy of the BOND for the Volunteer Fire Station Addition and Renovation. Project Address: 1850 Meyer Ave., Seabrook, Texas 77586 General Contractor: JLA Construction Solutions
8/19/2025	PIA2025-738	Catherine Gault	Requesting an updated plat map for Old Seabrook Village (off Meyer Ave). We are the managing agent for this association.

I am requesting any documentation the City may have related to Permit #0900896, which was approved on March 25, 2009, for the property located at 4510 S Flamingo Dr., Seabrook, TX 77586. Specifically, I am seeking all records associated with this permit, including any documentation for each inspection conducted under this permit.

1/11/2026	PIA2026-34	Christine B. Ostrowski	Good Morning All, Hope all is well, please email me the Building Permit Report for the month of December 2025 at your earliest convenience: December 1, 2025 thru December 31, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
4/5/2026	PIA2026-311	Christine B. Ostrowski	Good Morning All, Hope all is well, hope you had a a Happy Easter, please email me the Building Permit Report for the month of March 2026 at your earliest convenience: March 2, 2026 thru March 31 2026 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
12/1/2025	PIA2025-1109	Christine B. Ostrowski	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of October 2025 at your earliest convenience: November 3, 2025 thru November 28, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
3/8/2026	PIA2026-231	Christine B. Ostrowski	Good Morning All, Hope all is well, please email me the Building Permit Report for the month of February 2026 at your earliest convenience: February 2, 2026 thru February 27, 2026 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269

11/11/2025 PIA2025-1051 Christine B. Ostrowski

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the month of October 2025 at your earliest convenience:

October 1, 2025 thru October 31, 2025

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN A PDF FORMAT

PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

10/8/2025 PIA2025-917 Christine B. Ostrowski

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the Month of September, 2025 at your earliest convenience:

September 2, 2025 thru September 30, 2025

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN A PDF FORMAT

PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

11/19/2024 PIA2024-874 Christine B. Ostrowski -
Home Builders Weekly

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the Month of October 2024 at your earliest convenience:

October 1, 2024 thru October 31, 2024

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN A PDF FORMATPLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING***

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

5/6/2025 PIA2025-357 Christine Clark

Short term rental application for 514 E Meyer, Seabrook, TX 77586, and any amendments submitted in regards to this application to include but not limited to address, names of owner, names of managing member, and name of property manager. Current Secretary of State records show forfeited LLC as of February 2023. Current address on SOSDirect website does not appear to be in the Guadagnini's name and was sold in 2024. Therefore, there is no way for the public to find the owner in the event of injury.

1/15/2025 PIA2025-43 Christine Ostrowski

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the month of December, 2024 at your earliest convenience:

December 2, 2024 thru December 31, 2024

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

*** PLEASE PROVIDE RECORDS IN A PDF FORMAT***

PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

4/23/2025PIA2025-320Christine ostrowski

Good Morning All,

Hope all is well, please email me the Building Permit Report for the month of March, 2025 at your earliest convenience:

March 3, 2025 thru March 31, 2025

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

*** PLEASE PROVIDE RECORDS IN A PDF FORMAT***
PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

12/13/2024PIA2024-911Christine Ostrowski

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the month of November, 2024 at your earliest convenience:

November 1, 2024 thru November 29, 2024

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN N A PDF FORMAT

Thank You & Have a Blessed Week!

MERRY CHRISTMAS & HAPPY NEW YEAR!

Chris Ostrowski
Home Builders Weekly
713-502-7269

7/8/2025PIA2025-582Christine Ostrowski

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the month of June 2025 at your earliest convenience:

June 2, 2025 thru June 30, 2025

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN A PDF FORMAT

PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

8/11/2025PIA2025-710Christine Ostrowski

Good Afternoon All,

Hope all is well, please email me the Building Permit Report for the month of July 2025 at your earliest convenience:

July 1, 2025 thru July 31, 2025

Residential & Commercial New, Remodels & Additions \$25,000 and above
In Ground Pools \$5,000 and above

Permit#, Project Address, Valuation & Owner/Contractor Info where available

PLEASE PROVIDE RECORDS IN A PDF FORMAT

PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING

Thank You & Have a Blessed Week!

Chris Ostrowski
Home Builders Weekly
713-502-7269

9/2/2025	PIA2025-805	Christine Ostrowski	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of August 2025 at your earliest convenience: August 1, 2025 thru August 29, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
6/10/2025	PIA2025-478	Christine Ostrowski	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of May 2025 at your earliest convenience: May 1, 2025 thru May 30, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
2/11/2025	PIA2025-107	Christine Ostrowski - Home Builders Weekly	Good Morning All, Hope all is well, please email me the Building Permit Report for the month of January, 2025 at your earliest convenience: January 2, 2025 thru January 31, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available *** PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
10/10/2024	PIA2024-788	Christine Ostrowski - Home Builders Weekly	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of September, 2024 at your earliest convenience: September 2, 2024 thru September 30, 2024 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU SENT LAST MONTH WITH ALL THE INFORMATION*** Thank You & Have a Blessed Weekend! Chris Ostrowski Home Builders Weekly 713-502-7269

8/7/2024	PIA2024-615	Christine Ostrowski - Home Builders Weekly	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of July at your earliest convenience: July 1, 2024 thru July 31, 2024 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available Thank You & Have a Blessed Weekend! Chris Ostrowski Home Builders Weekly 713-502-7269
7/16/2024	PIA2024-539	Christine Ostrowski - Home Builders Weekly	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the Month of June, at your earliest convenience: June 3, 2024 thru June28, 2024 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
5/6/2025	PIA2025-359	Christine Ostrowski - Home Builders Weekly	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the month of April, 2025 at your earliest convenience: April 1, 2025 thru April 30, 2025 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available *** PLEASE PROVIDE RECORDS IN A PDF FORMAT*** ***PLEASE SEND THE SAME LOVELY REPORT YOU HAVE BEEN SENDING*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
6/12/2024	PIA2024-464	Christine Ostrowski - Home Builders Weekly	Good Afternoon All, Hope all is well, please email me the Building Permit Report for the Month of May 2024 at your earliest convenience: May 1, 2024 thru May 31, 2024 Residential & Commercial New, Remodels & Additions \$25,000 and above In Ground Pools \$5,000 and above Permit#, Project Address, Valuation & Owner/Contractor Info where available ***PLEASE PROVIDE RECORDS IN A PDF FORMAT*** Thank You & Have a Blessed Week! Chris Ostrowski Home Builders Weekly 713-502-7269
5/12/2025	PIA2025-391	Christopher Janssen	Requesting the fire department incident report for a fire that occurred on a vessel named Tranquility. The fire occurred on April 10, 2025 at approximately 8:25 PM. The vessel was located on A dock of the Seabrook marina.

11/8/2025	PIA2025-1039	Christopher Mowrey	There are 6 flock cameras I would like to know about: https://deflock.me/map#map=14/29.572300/-95.033755 1) https://www.openstreetmap.org/node/13280037269#map=19/29.591387/-95.053157 Node: 13280037269 Q108485435 2) https://www.openstreetmap.org/node/13269381461#map=19/29.591138/-95.039593 Node: 13269381461 3) https://www.openstreetmap.org/node/13269321343 4) https://www.openstreetmap.org/node/13153949767#map=19/29.582451/-95.042747 5) https://www.openstreetmap.org/node/13273376634#map=19/29.575684/-95.034586 6) https://www.openstreetmap.org/node/13146033995#map=19/29.563223/-95.042166 In short, can I have EVERYTHING about these cameras? If these aren't operated by your department, can you please provide the agency that does manage these cameras and records? Official request: Subject: Texas Public Information Act Request – Flock Safety Cameras (Seabrook & Surrounding Area) Dear City Secretary and Records Custodian, This is a non-commercial request made pursuant to the Texas Public Information Act (Texas
7/15/2024	PIA2024-533	Clara Cavazos	All dispatch logs and records, All officer field notes, All offense or incident reports, All photographs All audio and video recordings from any video or audio recording devices used by the responding officer or mounted on or attached to his or her vehicle, and All diagrams, charts, notes and there documents relating to the accident or the investigating of the accident.
10/20/2024	PIA2024-811	Cody Hadley	I am requesting a list on an Excel Spreadsheet of all Active Code Enforcement Violations on residential properties within 04/01/2024-10/20/2024. With the following information: Date of violation Status Code Violation Type Address Owners name
4/6/2025	PIA2025-274	Cody Hadley	I am needing a list of businesses that are opening within the 6 next months (04/15/2025-10/15/2025) with the following information on an excel spreadsheet. Business Name Business Owners Name Business contact information Business opening date Business Type
9/12/2025	PIA2025-841	Cody Hufford	I am reaching out to find out if there are any open building code or fire code violations on the property located at 5803 old highway 146.
9/8/2025	PIA2025-827	Colleen Agozzino	Dear Sir Or Madam: Bureau Veritas (BV) is an engineering firm currently conducting an Environmental Site Assessment of the following property on behalf of the property owner: Bayport 146 5803 Old Highway 146 Seabrook, TX, 77586 As part of this process, we are submitting this request for information specific to the property. Please provide us with the following information concerning the property: 1) The earliest year that records are maintained on file by the Building and Fire Departments. 2) Any records of underground or aboveground storage tanks. 3) Any records of spills or releases of petroleum products and/or hazardous materials. 4) The current zoning designation (ie "R – Residential") for the property. 5) Any records of fire incidents for which AFFF was utilized as a suppressant. 6) Current or historical operation of a fire suppression system that utilizes AFFF. Please provide copies of any available documentation pertaining to the above requested information. Responses may be emailed to RFI-BAPM@bureauveritas.com or faxed to 410.785.6220. If you need additional information to complete this request or the cost to complete this request will exceed \$25, please contact me. Thank you for your prompt attention to this matter.
2/10/2026	PIA2026-137	Courtney Garrett	We provided concrete the Seabrook Fire Station at 1850 E Meyer Ave, Seabrook, TX and are requesting a copy of the payment bond and information (Name and Address) of the General Contractor on this project.
3/13/2026	PIA2026-255	Craig Fields	Confirmation number LFX5JJJD6 PIA FD94A036 8/6/2025 Paid for record-havent received. Report Number: SBPD202500821

7/22/2024	PIA2024-562	Cynthia Helms	I need to view the architectural drawings for 3129 Sea Channel Dr., Seabrook, TX 77586. I have been asked to potentially provide architectural services for an addition/renovation to that residence And I need to review what has currently been built.
5/1/2025	PIA2025-343	Daena Goldsmith Ramsey	All documents and electronic records related to an incident that occurred on or around January 16, 2025 at or near 3001 East Nasa Parkway, Seabrook, TX resulting from an overturned forklift. The request includes but is not limited to all reports, call logs, interview notes, video recordings, photographs, dispatch calls/notes and audio recordings. This request is for documents from Seabrook Fire Department and Seabrook Public Works.
7/31/2024	PIA2024-590	Dalila Villarreal	Texas Public Information Act Request for Information on the following Seabrook Police Department Officer: Cearra Jones Pursuant to Texas Government Code, Section 552, please consider this a request for a complete civil service personnel file on Officer Cearra Jones employed by the Seabrook Police Department, including but not limited to any grievances and statements made against Officer McRae. Please call the above number when these documents can be picked up or inspected. Thank you for your assistance in this matter.
2/6/2025	PIA2025-91	Dan	Hello Ms Lewis - Hope all is well. I'm able to access the Agenda for the July 11, 2017 council meeting, however, I'm unable to access any associated files or documents. All the links are "dead" links. Also, I'm interested in the minutes of this meeting, but only the agenda is posted. Can you please either 1) email me a copy of the minutes and all associated files from that meeting or 2) upload them to the portal and let me know when it's all publicly available? I'm attaching a picture for reference. It includes only one page of the agenda but is to give you an example. All the links to all agenda documents (in blue on agenda) aren't accessible. And also the minutes aren't posted anywhere as an option to select. If there is recorded audio of this meeting would you please either send that to me or let me know when it's been made available on the portal please?
2/10/2025	PIA2025-101	Danielle Donnelly	Hello, Hope all is well. Two items: Item 1: I'm trying to pull the October 2022 MONTHLY report from the website's finance page. It seems someone scanned instead the check register. Can you please send me the October 2022 MONTHLY report? I don't want to do a FOIA and slow this down. I shouldn't have to make a special FOIA request for this as it is something that is supposed to be up. Please email it to me at your earliest convenience. Item 2: The September 2023 monthly report is also missing. It is a grayed out dead link. Please send that to me as soon as possible. Again, I want to bypass doing a FOIA as I'm not asking for anything that shouldn't already have been made publicly available. This isn't a special or unusual request just asking for what the city is supposed to have there. Thank you! Danielle Donnelly
6/3/2025	PIA2025-455	Danielle Ruppel	I am looking for an open or recent building/ commercial permits for the address of, " 4631 OLD HIGHWAY 146" with the general contractors name and information listed.
10/18/2024	PIA2024-809	Danielle Ruppel	I am looking for an open or recent building/ commercial permit for the address of "2164 Bayport Blvd", with a general contractor listed.
3/11/2026	PIA2026-241	Darren Mefford	For the two parcels 1352170010001, 0410080030220 (address is 5760 Old Hwy 146 but does not show on the parcels yet) please provide the following records: 1) Zone Verification Letter - template is attached 2) Variances, Special Exceptions, Zoning Reliefs/Waivers, or Conditional/ Special Use Permits. 3) Approved Site Plan and/or conditions of approval for building height, setbacks, parking, density, uses, and lot size 4) Current open/active zoning code violations on file. Please provide inspection reports and Notice(s) of Violation
2/4/2026	PIA2026-117	David N Taylor	I am interested in viewing the site plan for the Edge at Seabrook Town Center. More specifically, I am interested in the exhibit D-3 that shows the public access and projected traffic patterns to Lakeside Dr.
11/14/2025	PIA2025-1058	David Spectot	I am requesting the Certificate of Occupancy signed for property: 806 Todville Road, Seabrook, TX 77586.
4/14/2025	PIA2025-293	Dawn Martinez	May I please get the final Meeting Minutes for the City Council Meeting which occurred on March 04, 2025?

4/14/2025	PIA2025-291	Dawn Martinez	Good morning Mr. Landis, I am looking to obtain the final Meeting Minutes of the City Council meeting of 03/18/2025. I looked online but did not locate the final set. Would you be able to provide them to me? Thank you, Camfield Partners, LLC Dawn Martinez Executive Assistant 8895 Research Drive, Suite 200 Irvine, CA 92618 C: 213-703-2028 O: 949-707-0035 F: 949-707-0034 dmartinez@camfieldpartners.com
2/26/2026	PIA2026-197	Dean Schoonaert	Steven Putnam, 4120 Boardwalk, Blvd, Seabrook, TX 77586 has placed an ad in Facebook Marketplace to sell his 2018 Club Car Precedent. I am interested, but only if I can determine there are no liens on the golf cart. Since golf carts have no titles, can you verify ownership via Golf Cart Registration?
8/27/2025	PIA2025-777	Debra A Harper	Celebration Seabrook master vendor list This is to offer another Seabrook festival to the vendors that won't have Celebration Seabrook this year.
6/10/2025	PIA2025-477	Derek Prunty	Good morning, Please see the attached FOIA request. I have also included the tax parcel map and property tax record for reference. Please notify us of any charges before proceeding, and contact me with any questions.
8/27/2025	PIA2025-779	Desmond Silguero	I would like to request a fire department incident report for a fire that occurred at 5800 Old Hwy 146 on 6/22/2025. I would also like to request any photos and video from the Fire Marshal's office that are available as well. Lead Investigator was Kevin Rodgers. Thank You!
12/29/2025	PIA2025-1169	Devyn	Name: DEVYN PIEGARI Date (of incident): 12/18/25 Address (of incident): BAYPORT BLVD Incident number: SBPD2025160962
9/9/2024	PIA2024-717	Diana Macik	We are looking for any record engineering or architectural plans for the Girl Scouts Casa Mare Camp located at 4810 Todville Rd, Seabrook, TX 77586. Any permits, pavement, drainage, or utility plans would be helpful.
2/12/2025	PIA2025-109	Dianna K. Harris	See Attached - 17016-0012
6/10/2024	PIA2024-455	Doc Mirino	Bid No. 2023-05-- Disaster Debris Monitoring (05/06/2023) Regarding the above procurement, I request a copy of any documents responsive to the list below, which may be available to the public through the open records and/or freedom of information laws in your jurisdiction. 1. A copy of the original solicitation document(s). 2. A copy of the signed contract(s) 3. A copy of all vendors proposal(s), excluding confidential information. 4. A copy of any documents that show vendors scores and/or ranks during evaluations, including the pricing submitted by all vendors 5. A list of companies that submitted a proposal and a list of companies that requested the RFP. 6. Any reports over any time period related to contract performance. The most recent month, quarter, or year would be preferred.
1/12/2026	PIA2026-43	dominique brown	I would like to request a list of addresses for residential and commercial properties with active City Code Violation cases. Specifically, I am seeking violations such as: Tall grass/weeds Accumulated rubbish/debris Vacant or unstable structures Junk or inoperable vehicles/equipment in yards Please provide the most recent available records for the months of November/December 2025. If this information is maintained in a spreadsheet or database format (such as Excel or CSV), I would prefer to receive the records in that format. Thank you for your assistance
9/25/2025	PIA2025-871	dominique brown	I would like to request a list of addresses for residential and commercial properties with active City Code Violation cases. Specifically, I am seeking violations such as: Tall grass/weeds Accumulated rubbish/debris Vacant or unstable structures Junk or inoperable vehicles/equipment in yards Please provide the most recent available records for the months of June, July, and August 2025. If this information is maintained in a spreadsheet or database format (such as Excel or CSV), I would prefer to receive the records in that format. Thank you for your assistance.

8/22/2024 PIA2024-676 Donnelly, Danielle

Hello. I would like to see all 1) applications and 2) Disclosures made as part of application or subsequent disclosures filed after initial application - provided by Paul Dunphey over the last 15 years for any role in which he's served the city - whether elected or appointed - which requires disclosure (positions requiring disclosure contained below). I would also like to see all amended statements that are required to be made annually within 30 days, or statements saying no changes have taken place.

I'd like copies of these statements including the date of application filing and the date of disclosures and date of amendments and date of "no change" statements.

I'd also like same for any additional personal conflict statements that Paul Dunphey has filed.

Please see below for reference:
Sec. 2-239. - Disclosure.
The city manager, economic development director, all members of the city's council, planning and zoning commission, board of adjustment, economic development corporations, and any and all other members of the economic development committees and subcommittees shall, within ten working days of election, appointment or membership, complete a disclosure statement listing all interests in real property located within the city limits or the extraterritorial jurisdiction of the city, whether owned outright or under a mortgage, leased, held in trust, or that are owned, leased, or held in trust by the employee's or committee member's spouse or dependent children. This list shall include the location (street address and/or legal description), size (general dimensions), and current use of the property. Additionally, each member or employee shall disclose any of his or her ownership of stock in any company under contract to the city, when such stock ownership comprises greater than one percent of such company's total capital stock. This section shall become effective for the current city manager, economic development director, and all current members of applicable city boards within 30 days of final approval of this section by the city council. All members and employees shall file an amended statement within 30 days of the acquisition of any additional real referenced herein, shall review their filed disclosure statements at least once each year and after review, shall either file an amended statement with any changes or submit a written statement attesting that no changes have occurred since the last filing. This requirement shall apply during the term of any election, appointment or employment. Any willful violation of this section shall constitute malfeasance in office and any official or employee guilty thereof shall thereby forfeit the office or position.
Section 11.09. - Personal interest.
All members of the City Council, and all officers and employees of the City, shall be subject to and shall comply with the provisions of general state law regarding personal, financial or conflicting interests in transactions with the City, including but not limited to Chapter 171 of the Texas Local Government Code. The City Council shall provide, by ordinance, regulations and procedures for the implementation and enforcement of said Chapter.

10/29/2025 PIA2025-993 Duane Wright

Hello I am having foundation issues with my house and was curious if and foundation repairs were made prior to buying my house in 2022. Just curious if repairs or any foundation work was done if there were permits made.
My address is 1105 Sandpiper Dr, Seabrook TX 77586.
Thank you for your time, Duane

5/9/2024 PIA2024-371 Duncan Doss, P.E.

A copy of any permitting information, construction drawings and a copy of the certificate of occupancy for the restaurant Sams Boat located at 3010 Nasa Road 1, Seabrook, Texas 77586

10/8/2024 PIA2024-785 Earl Lacey

Hello there!

I hope all is well. I'm in the process of closing on a home at 206 Sleepy Hollow Ct, Seabrook, TX, which was built in 1963, and I'm reaching out to see if there are any records available for the property. Specifically, I'm interested in the following:

•Renovation details and any available permit history related to the home.
•Any floor plans, blueprints, or an existing site or survey plan that might be on file.
•Flood-related items, such as:
oAn elevation certificate (if available).
oA historic flood map showing the property's flood zone history.
oA zoning letter confirming the property's current zoning, particularly regarding flood zones (if anything is not provided publicly on the FEMA website).

Since the house and property are older, I'd love to get a better understanding of its history, layout, and any potential flood risks or zoning details.

My option period ends on October 15th, so it would be really helpful to receive any available records before then, if possible.

Thank you so much for your help. Please let me know if there's anything else I need to do, or if there are any additional forms I need to fill out to request these records.

Best regards,

Earl Lacey

11/14/2025 PIA2025-1060 Eduardo Mejia

I am requesting any and all available records related to the plumbing and sewer system for the property listed above, including:

Plumbing plans or drain layout

Sewer line routing for the house

Sewer tap card / connection point to the city main

Site plans showing utility or sewer line locations

Any plumbing permits or utility permits associated with the property

Any archived/microfilm plans from the original 1970s construction

These records are needed to identify the existing drain and sewer line location so I can properly plan the installation of a new clean-out. Digital copies are pref if available

6/27/2024	PIA2024-495	Edwin W. Parker	To Whom It May Concern: Windrose is performing a survey on 43.2 acres, located on the east side of Todville Rd., approximately 100' north of N. Flamingo Dr., with an address of 4810 Todville Rd. Seabrook, TX. 77586. Does the City of Seabrook provide the water, sanitary & storm sewer utilities in this area, and if so, can you please provide utility maps and/or plan and profiles as-builts in the area of our site? I have attached the key map page, a vicinity map, and an aerial view of our site. Any help would be greatly appreciated. Respectfully, Wes Parker
1/30/2026	PIA2026-100	Edwin W. Parker	Utility (water & sanitary/wastewater) maps and/or plan and profiles/as-builts in the area of a 63.0 acre site located on the north side of Red Bluff Rd., & @ the northeast corner of Red Bluff Rd. & Bayview Dr.
6/25/2024	PIA2024-487	Elise O'Neal	To Whom It May Concern: Pursuant to the Texas Public Information Act (Open Records Act), I hereby request the following records: •Records sufficient to show your agency's relationship with Lexipol (formerly known as Praetorian Digital), which may include agreements and/or contracts for products/services. The requested documents will be made available to the general public, and this request is not being made for commercial purposes. In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not. Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within ten business days, as the statute requires. Sincerely, Elise
11/4/2024	PIA2024-848	Elizabeth (Lisa) Coker	I would like to receive any/all paperwork with regard to building of our outside back patio cover built in Spring of 2022. So any paperwork related to that which could include the dates February until September/October of 2022. If you have any questions, please let me know. Thank you.
10/23/2024	PIA2024-818	Elizabeth Dennard	We provided a view of documents and drawings to homeowner, Elizabeth Dennard, today. The documents and drawings for her property at 2100 Menard Ave. This was an impromptu visit and was not recorded through your office.
4/2/2025	PIA2025-262	Eric Eustace	Can you please email me a list of registered construction contractors with the City of Seabrook?
5/21/2025	PIA2025-426	Eric Sowell	I am working on behalf of CenterPoint Energy to obtain a copy of the certificate of liability insurance for the contractor Terra Construction Solutions that covers the date 12/26/2024. Does the City of Seabrook keep records of liability insurance for licensing, permitting or registration? Any assistance you can provide is appreciated.
4/23/2025	PIA2025-319	Eric Sowell	I am working on behalf of CenterPoint Energy to obtain a copy of the certificate of liability insurance for the contractor Lucas Association Services Houston (LASH Tree Care) that covers the date 1/3/2025. They were working at or near 2806 Sandpebble Dr in Seabrook, TX when they damaged a gas line. Does Seabrook keep records of liability insurance for licensing, permitting or registration? Any assistance you can provide is appreciated.
4/22/2025	PIA2025-314	Eugene Hong	oVideo Surveillance of 1100 Main Street (Gazebo), 4/9/25, 5:00 pm – 5:30 pm.
9/24/2025	PIA2025-868	francisca quezada	i have two citations on 1/26/2017 and 2/27/2017 . i need proof of time served. any court related documents
2/3/2025	PIA2025-74	Frank Christian	I am writing to formally request access to public records concerning code violations within the city. I believe it is important to have transparency and accountability regarding the enforcement of local codes and regulations. Therefore, I am seeking information on any code violations that have been reported or recorded within the city I am requesting access to the following information: List of properties with code violations issued by the city code enforcement department that have been in the list for the past 6 months open or closed. and Please provide addresses with Zip Codes if possible, I understand that some information may be redacted to protect privacy or ongoing investigations, but I request that any redactions be clearly noted and justified according to relevant statutes. Please inform me of any fees associated with fulfilling this request, and I am prepared to cover reasonable expenses for copying or processing the requested documents. I appreciate your attention to this matter and look forward to receiving the requested information in a timely manner. If you require any further information or clarification to process this request, please do not hesitate to contact me at 682-204-3268 Thank you for your cooperation and commitment to open government practices. Sincerely, Frank Christian frank@otinvestmentsgroup.com
8/26/2024	PIA2024-681	Gary Blumberg	We are purchasing the Bay Park Apartments at 3520 E. Nasa Pky, 77586 & would like any outstanding permits. Also, we request any violations or calls for service in the last 2 years.
4/8/2025	PIA2025-277	Gary Johnson	Can you send to me the list of businesses that received the EBRI funds ? I understand \$ 250,000.00 was granted. Gary Johnson
2/13/2025	PIA2025-116	Gary Johnson	I am requesting a copy of the past election voters names and information. Thank you. Gary Johnson
8/8/2025	PIA2025-704	Grayson Varner	I am looking for all of the commercial construction permits within this last year My goal is to call on these businesses and offer my services. Thank you! Grayson Varner
9/10/2024	PIA2024-718	Haley Chandler	I would like to obtain the original blueprints of my home at 4026 Shady Springs Dr, Seabrook TX. The home was originally built in 1968
4/16/2025	PIA2025-300	Hannah French	Requesting all financial records for payment of the "Vote Yes for new Seabrook police department" signs.
4/16/2025	PIA2025-299	Hannah French	Hi, I am requesting to know if tax payers money paid for those "Vote Yes on the new Seabrook police department" signs that are everywhere. They are all around the corner of Repsdorph and Nasa and all throughout town. Thank You

12/20/2024	PIA2024-927	Heather Howard	I would like to view the blueprint of our property, because we are hoping to remodel and need to identify which walls are weight bearing and which walls can potentially be knocked down. We have tried to contact the architect and builder of the property but they are non-responsive. Thank you for your time.
10/15/2024	PIA2024-793	Helen Hanks	Do you have a copy of the elevation certificate for my house at 1820 El Mar Ln, Seabrook? It needs to be sealed by a PE for use in the FEMA flood mitigation program. Thanks!
2/4/2025	PIA2025-81	Ilya Bari	Hi, I hope this message finds you well. I am currently developing an application to assist my colleagues in underwriting properties for home insurance in Texas. For this purpose, I am seeking data on the location of fire hydrants within your city. Ideally, I would appreciate an Excel file containing the addresses or geo-coordinates of the fire hydrants, along with any other available information about them. However, if an Excel file is not available, a CSV file, Shapefile, or a link to the map with a hydrant layer would also suffice. I understand the data may not be perfectly accurate or up-to-date, but I would greatly appreciate any information you can provide. If this request falls outside your responsibilities, I would be grateful if you could direct me to the appropriate person or department who might be able to assist me with this request. Thank you very much for your assistance!
2/13/2025	PIA2025-112	Ilya Bari	Hi, I hope this message finds you well. I am currently developing an application to assist my colleagues in underwriting properties for home insurance in Texas. For this purpose, I am seeking data on the location of fire hydrants within your city. Ideally, I would appreciate an Excel file containing the addresses or geo-coordinates of the fire hydrants, along with any other available information about them. However, if an Excel file is not available, a CSV file, Shapefile, or a link to the map with a hydrant layer would also suffice. I understand the data may not be perfectly accurate or up-to-date, but I would greatly appreciate any information you can provide. If this request falls outside your responsibilities, I would be grateful if you could direct me to the appropriate person or department who might be able to assist me with this request. Thank you very much for your assistance! Kind regards, Ilya Bari Amelia Underwriters Inc.
2/14/2025	PIA2025-117	Ingris berrios	I would like to have copies of my personnel file
8/22/2024	PIA2024-677	Isabelle Donaldson	To whom it may concern: I would like a copy of Centerpoint Substation proposal date it was signed into effect. Thank you, Isabelle Donaldson
3/24/2024	PIA2024-233	Isaiah Malonson	Dear City of Seabrook, I am writing to formally request access to public records concerning code violations within the city. I believe it is important to have transparency and accountability regarding the enforcement of local codes and regulations. Therefore, I am seeking information on any code violations that have been reported or recorded within the city Specifically, I am requesting access to the following information: List of properties with code violations issued by the city code enforcement department that have been on the list within the past 6 months. List of any properties that have been on the water shut off list in the past 6 months. I would also like a list of any properties that have been reported with fire damage by the fire department. Lastly, any properties that have been involved in any eviction proceedings. I understand that some information may be redacted to protect privacy or ongoing investigations, but I request that any redactions be clearly noted and justified according to relevant statutes. Please inform me of any fees associated with fulfilling this request, and I am prepared to cover reasonable expenses for copying or processing the requested documents. I appreciate your attention to this matter and look forward to receiving the requested information in a timely manner. If you require any further information or clarification to process this request, please do not hesitate to contact me at 225-380-9605 Thank you for your cooperation and commitment to open government practices. Sincerely, Isaiah Malonson 225-380-9605

2/3/2026 PIA2026-112 J. Thomas Conroy, III

Dear Public Information Officer:

Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I respectfully request copies of any and all public records in the possession, custody, or control of the City of Seabrook relating to any suspected, reported, investigated, or confirmed pool leak at the following property:

3038 South Island Drive
Seabrook, Texas 77586

This request includes, but is not limited to:

1. Any written notices, violation notices, warning letters, citations, or correspondence sent to any prior owner, occupant, or agent of the property concerning a pool leak, excessive water usage, or water loss.
2. Any internal City communications, memoranda, emails, inspection notes, or reports referencing a pool leak or suspected pool leak at the property.
3. Any utility usage analyses, water-department records, or leak-detection documentation referencing the property.
4. Any work orders, service requests, inspection logs, or compliance records related to the above.

If any portion of the requested information is withheld, please identify the specific statutory exception relied upon and provide all reasonably segregable non-exempt information, as required by law.

If the requested records exist in electronic form, I request that they be provided electronically to this email address. If there will be any charge associated with this request, please advise me in advance if the cost will exceed \$40.00.

Please confirm receipt of this request and advise as to the anticipated date of production.

Thank you for your cooperation.

Sincerely,
Tom

4/29/2025 PIA2025-331 J.P Byers
6/6/2024 PIA2024-445 Jack (Chip) E Boteler

7/25/2024 PIA2024-577 Jackie Rasco
7/31/2024 PIA2024-594 Jackie Rasco

Can I get a record of the members of each of these committees or boards since 1990 or direction as to where it is on the website please?

Please advise mailing and physical addresses, if different, for Mr. Shane Hamilton, Principal of Pinnacle Development, a registered builder / contractor with the City of Seabrook.

Will you please send me pictures of the damaged house at Carothers before the building was demolished? Thank you!

Please disregard the FOIA request I just sent a few minutes ago. I've revised the request and would like the following info please....

I'd like an itemized list and detail of expenses in all funds for the fiscal years 2022-2023 & 2023-2024. I've already received EDC & HOT funds reports for fiscal year 2023-2024, so you do not need to include those two. I'd also like to know the detailed items of what is being requested by each department in the proposed budget for fiscal year 2024-2025. Thank you!!!

7/25/2024 PIA2024-576 Jackie Rasco

7/31/2024 PIA2024-593 Jackie Rasco

8/18/2024 PIA2024-658 Jackie Rasco
8/5/2024 PIA2024-611 Jackie Rasco

2/18/2026 PIA2026-167 Jackie Rasco
8/18/2024 PIA2024-659 Jackie Rasco

After hurricane Harvey, some city employees whose homes had damage from the storm received funds from the city. Will you please let me know the details of this? How many employees? How much they received? What fund did the money come from? What was the reasoning? Thank you!

I'd like an itemized list and detail of each and all funds for the fiscal year 2022-2023. I'd also like to know what is being requested by each department in the proposed budget for fiscal year 2024-2025. I've already received EDC & HOT funds reports, so you do not need to include those two. Thank you!!!

I would like a list of all the properties that the city of seabrook owns and/or leases with addresses included please. Thank you!

Will you please send me all permit information including the scope of work that were pulled for Cabo and for Classic Cafe in the last 6 years? Thank you!

Please provide all emails, call logs, service tickets, invoices, or internal communications referencing Hart InterCivic or technician assistance related to the April 2025 election access code issue. Thank you!

I would like a detailed list of expenditures for the 2023 Celebration Seabrook.

I would also like the reasonings to utilize HOT funds for this event and how many "heads in beds" this event brings?

Thank you!

8/18/2024 PIA2024-661 Jackie Rasco
7/25/2024 PIA2024-575 Jackie Rasco
8/18/2024 PIA2024-660 Jackie Rasco

4/23/2025 PIA2025-317 Jackie Rasco
5/9/2025 PIA2025-372 Jackie Rasco

I would like to see the city secretary and the city manager employment agreements please. For both the sitting and deputy positions please. Thank you!

I would like to know the revenue pine gully pier was bringing in before it was damaged in the hurricane. If you could please provide 5 years of history, I would appreciate it! Thank you!

I would like to see the original governing documents including any amendments for the Seabrook Economic Development Corporation. Thank you!

Will you please send me a list of all the businesses in old seabrook? Thank you!

Hi Rachel,

Will you please send me a copy of:

Poll books
Combination forms
Chain of custody documents

or anything else you can send me related to this election.

11/7/2025 PIA2025-1035 Jackie Rasco

2/9/2025 PIA2025-97 Jackie Rasco

8/12/2025 PIA2025-718 Jackie Rasco

7/25/2024 PIA2024-578 Jackie Rasco

Please send me the standing PUD and ALL related documents, plans, phasing schedule, etc. for Seabrook Plaza One and The Residences at Highland.

Thank you

I'd like to see all the EDC incentive applications that Dam Fine Coffee & Fried Pies has ever submitted and the reasonings why they were denied. Thank you!

I am not sure why this information isn't already on the city's website.....but I'd like to have the audio file of the Board of Adjustments meeting that was held on 7/29/25.

Thank you.

Request for the draft presentation on the AV Pilot Program

2/9/2025	PIA2025-96	Jackie Rasco	In the last 12 months, how many businesses for EDC incentives have applied? I'd like a list off all applicants and what they've applied for. I'd also like to know who was approved and who was denied. Thank you!
4/7/2026	PIA2026-323	Jackie Rasco	Please provide all credit card transaction records for LeaAnn Dearman Petersen from January 2022 through June 2023, including date, amount, and merchant. Additionally, please provide any existing records, logs, or reports reflecting receipt submission, reconciliation, or purchase order documentation associated with those transactions. Please provide the records in their native electronic format (e.g., Excel or CSV), if available. Thank you!
8/27/2025	PIA2025-778	Jackie Rasco	Please send all complaint records that city staff received regarding the Seabrook Farmers Market for the temporary toilets not being removed as well as the temporary signage not being removed. Thank you.
8/27/2024	PIA2024-685	Jackie Rasco	Hi Gayle, Will you please send me a copy of the email that Amanda recently sent out to former Hot funds candidates? Showing the emails and names of who she sent the emails to? Thank you! Jackie Rasco Seabrook City Council, Position 1 832.427.9006
7/8/2025	PIA2025-577	Jackie Rasco	Please send the city hall security camera footage for the interior lobby and exterior entry for the early voting days and election day for this past election for the hours voting was going on. Also, please advise if these cameras are constantly recording or motion activated. Thank you.
1/18/2026	PIA2026-58	Jackie Rasco	I am requesting copies of any documents, contracts, reports or communications related to audits, reviews, or financial assessments conducted by or on behalf of the City of Seabrook that are separate from the required annual financial audit or single audit, from January 1, 2010 to the present. For clarity, this request includes, but is not limited to: 1) Performance audits or operational reviews of any city department or program. 2) Special compliance audits. 3) Forensic or investigative audits. 4) Any related correspondence with external auditors regarding these audits. Thank you!
4/15/2025	PIA2025-294	Jackie Rasco	Will you please send me a list of all the bookings for the community house for 2025? From Jan to December 2025. Thank you!
2/18/2025	PIA2025-123	Jackie Rasco	Does the City have old aerial maps? I'm specifically looking for when 4th Street was connected to Todville via a bridge over the water.
10/24/2025	PIA2025-984	Jackie Rasco	I would like the following record please: Exhibit B and any related attachments, diagrams or site plans incorporated by reference in Ordinance 2024-01 (Revising Ordinance 2022-08) for the Edge at Town Centre PUD Plan. (It states this information is on file with City Secretary). Thank you!
2/28/2025	PIA2025-154	Jackie Rasco	Will you please send the last 3 years of data for the Pelican Bay swimming pool? (When it was still in operation) Please include all maintenance and operations cost. Including chemicals, repairs, staff wages, etc. Thank you!
11/5/2025	PIA2025-1027	Jackie Rasco	I am requesting copies of the ordinances and all related attachments please to the following two ordinances: Ordinance 2021-01 and Ordinance 2022-08 Thank you! Jackie
3/19/2025	PIA2025-218	Jackie Rasco	I would like to know how often the Community House has been booked on Saturdays the past year and the hours. Jan-December of 2024. Thank you!
4/2/2025	PIA2025-261	Jackie Rasco	I'd like to know how much the city has paid for all attorney fees in FY23 & FY24 and FY25 year to date. Thank you!
4/24/2025	PIA2025-321	Jackie Rasco	I believe I already submitted a request for a list of all the businesses in Old Seabrook. However, I would like to expand that and request a list of all active businesses in all of Seabrook. I wished we had a business directory on our website. Please let me know if you have any questions. Thank you.

8/1/2024	PIA2024-599	Jackie Rasco	Will you please send me FY23 & FY24 reports of itemized expenses & itemized revenues for each of the following funds: General Fund (received both years of expenses, need revenues please) Enterprise Fund Debt Service Fund State Seizure Fund Law Enforcement Education Fund Child Safety Fund Federal Seizure Fund Step Fund Public Safety Fund Hotel Occupancy Fund (received FY24 expenses, need FY23 expenses as well as both years revenues please) Carothers Garden Fund Park Improvement Fund Animal Donation Fund Court Truancy Court Jury Court Security Fund Time Payment Fund Court Technology Fund Public Safety Vehicle and Equipment Replacement PEG Fund General and Enterprise Vehicle and Equipment Fund Budget Stabilization Fund Capital Impact Fund Water Wastewater Capital Project Fund Fiber Capital Project Fund Public Works Animal Control Capital Project Fire Capital Project Fund General CIP Fund Capital Drainage Fund Crime Control and Prevention Fund Seabrook Economic Development Corporation (received FY24 expenses, need FY23 expenses as well as both years revenues please) I know these are a lot of reports, but all the information should already be in the system. I would like to be able to review all of this so I can understand the financials better. I appreciate it! Also, I asked for the detailed items of what is being requested by each department in the proposed budget for FY25. Thank you! Jackie
2/7/2025	PIA2025-95	Jackie Rasco	Hi Mike, Will you please send me a list of all of our expense accounts and their correlating number? Will you please also send me a list of all Fund accounts and their correlating number? Thank you!
7/8/2025	PIA2025-578	Jackie Rasco	Please send the city hall security camera footage for the interior lobby and exterior entry during the business hours of July 1st 2025. Thank you.
2/7/2025	PIA2025-94	Jackie Rasco	I would like the receipts for "PARTY DECOR LP GOING AWAY" that is shown in the check register from 09/30/23. \$2125.00 + \$48.68. I would also like the receipts for the "ED WHITE HIGGY PELICAN PMT" that is shown in the check register from 09/30/23. \$2125.00. Did we purchase and donate a pelican to Ed White?
7/25/2024	PIA2024-573	Jackie Rasco	Will you please let me know how many times we've rekeyed city hall in the last 10 years? And what the cost was each time? Actually if you could include dates too, I'd appreciate it! Thank you, Jackie Rasco Seabrook City Council, Position 1 832.427.9006
10/29/2025	PIA2025-994	Jackie Rasco	I would like to see exhibit B to ordinance 2023-31....which is part of the amendment to Seabrook Town Centre PUD. See attached pics for clarification on which document I'm looking for. Thank you,
7/25/2024	PIA2024-579	Jackie Rasco	1.Copy of presentation at the 7/2/2024 CIP Special Budget Meeting
8/8/2025	PIA2025-703	Jackie Rasco	Please send information on all candidates who applied for the Economic Development Director position. Did you use a recruitment service? If not, who interviewed them? Please send all interview questions, all interview materials and interview notes for all candidates. Please send background checks, resumes and references for all candidates.

8/14/2024	PIA2024-634	Jackie Rasco	Hi ladies, Will you please send me the presentation for this before it gets attached to the agenda? Thank you! Jackie Rasco Seabrook City Council, Position 1 832.427.9006 From: Jackie Rasco <jrasco@seabrooktx.gov> Sent: Wednesday, August 7, 2024 11:54:17 AM To: Rachel Lewis <rlewis@seabrooktx.gov>; Amanda Morales <amoraless@seabrooktx.gov>; Gayle Cook <gcook@seabrooktx.gov> Subject: Re: Agenda Items for August 20, 2024 Meeting Just to recap, I'd like for the following to be on the next 08/20 agenda. Consider recording OST, EDC & P&Z committee meetings. Please include the cost to set up A/V equipment in the small conference room. (PEG funds) Please include the additional staff hours COST with the breakdown of each fund it's coming from. (HOT & General funds) Please include the cost of staff hours to record the committee meetings with no graphics and one camera (like Mick suggested). Please let me know if you have any questions. Thank you! Jackie Rasco Seabrook City Council, Position 1 832.427.9006
7/26/2025	PIA2025-642	Jackie Rasco	Please provide a website link to the three 2025 election publications (legal notices) that were published by the Houston Chronicle for the city of Seabrook. Please provide a copy of the three 2025 election publications (legal notices) that were published by the Houston Chronicle for the city of Seabrook. Please provide a copy of the invoice(s) from the Houston Chronicle to the city of Seabrook for these three 2025 election publications (legal notices). Please give the specific and exact reason(s) why the city of Seabrook's designated official newspaper, (Bay Area Observer) wasn't utilized for the three 2025 election publications (legal notices).
7/25/2024	PIA2024-572	Jackie Rasco	Will you please send me the itemized cost for our elections? I thought we purchased our voting machines? What's the other costs? Paper? Staff hours??
4/2/2025	PIA2025-264	Jackie Rasco	Will you please send me the copy of the 146 expansion contract we had with TXDOT or tell me where I can find it? Thank you, Jackie Rasco Seabrook City Council, Position 1 832.427.9006
7/26/2024	PIA2024-580	Jaime Layton	Hello, may I please obtain any ACTIVE code violations, municipal liens and or payoffs associated with 4718 Elm St., Seabrook, TX 77586. Thanks
6/10/2024	PIA2024-456	Jaime Layton	Good afternoon, May I please get a copy of any open code violations or municipal liens and payoff for property 918 Mystic Village Lane, Seabrook, TX 77586. Thanks
10/7/2024	PIA2024-784	Jaime Layton	Hello, may I please get a copy of all active code violations, municipal liens and or payoffs for 2510 Vermillion Rd., Seabrook, TX 77586 with a good through date of 10/31/2024.
10/7/2024	PIA2024-783	Jaime Layton	Hello, may I please obtain all active code violations, municipal liens and or payoffs with a good through date of 10/31/2024.
1/22/2026	PIA2026-76	Jake Pfefferman	I am requesting the building permits for 3111 Bayport Blvd. I am trying to track the timeline of construction. I apologize for the double submission, I did not realize there were different addresses. I know you all are very busy, I really appreciate your time!
1/22/2026	PIA2026-75	Jake Pfefferman	I am requesting the building permits for the Seabrook Retail Building #1 and Town Center being built at 3023 Bayport Blvd. I am trying to get a grasp on the project's timeline. I know you all are very busy, I would appreciate any help at all!
3/5/2025	PIA2025-179	Jakob Wrobel	Hello, I am working on behalf of CenterPoint Energy to obtain a copy of the certificate of liability insurance for the contractor Aesthetic Landscaping Company that covers the date of 7/5/24. Thank you.
4/1/2024	PIA2024-261	JAMES BUSCH II	Please send me a digital copy of the accident report associated with the accident I was in on January 22nd 2024. The Seabrook Police Department record number is 2024-038292. If anything further is required of me to obtain the accident report, please advise.
4/29/2025	PIA2025-330	James Hamilton Foley, PLLC	Please find the attached correspondence, which constitutes a request for public information pursuant to Chapter 552 of the Texas Government Code. Your attention to this matter is greatly appreciated. If you have any questions or comments, please do not hesitate to contact my office.
4/13/2026	PIA2026-343	James J Sweeney	I am requesting only the original request word Doc and the Timeline of completion word doc of the following requests that may have been submitted for Open Records requests in the previous 60 days. From February 15 thru April 13, 2026. At this time I am not requesting the detailed forms, receipts etc, just the original and the disposition Word Docs. This would include Any request by a current sitting City Council member, or by Jackie (Jacqueline) Rasco, Billie Rasco, or 2700 Block Media for any matter.

10/1/2025	PIA2025-882	Jan Duron	Please email me a list of all residential properties (house fires) responded to by Seabrook FD from September 16, 2025, to September 30, 2025. Thank you.
12/1/2025	PIA2025-1108	Jan Duron	Please email me a list of all residential properties (house fires) responded to by the Seabrook FD from November 16, 2025, to November 30, 2025. Thank you.
9/16/2025	PIA2025-846	Jan Duron	Please email me a list of all residential properties (house fires) responded to by the Seabrook FD from September 1, 2025, to September 15, 2025. Thank you.
8/2/2024	PIA2024-606	Jan Duron	Please send me all residential addresses with code violations for Seabrook in July 2024. Thank you.
9/12/2024	PIA2024-722	Jan Duron	Please send me a list of all residential inactive water accounts for Seabrook in August. We do not need personal information. I just need a Legal Description and KEY MAP data. Thank you.
4/16/2026	PIA2026-351	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from April 1, 2026, to April 15, 2025. Thank you.
2/17/2025	PIA2025-119	Jan Duron	Good day, Please email me a list of all residential properties involved in a house fire from February 1, 2025, to February 15, 2025. Thank you.
11/4/2024	PIA2024-847	Jan Duron	Please send me all residential addresses with code violations for Seabrook in September 2024. Thank you.
8/1/2024	PIA2024-598	Jan Duron	Please email me a list of all residential properties involved in a house fire from July 16, 2024, to July 31, 2024. Thank you.
2/4/2025	PIA2025-79	Jan Duron	Please send me all residential addresses with code violations for Seabrook in Jan 2025. Thank you.
2/4/2026	PIA2026-118	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from January 16, 2026, to January 31, 2026. Thank you.
1/2/2025	PIA2025-6	Jan Duron	Please email me a list of all residential properties involved in a house fire from December 1, 2024, to December 31, 2024. Thank you.
7/1/2025	PIA2025-557	Jan Duron	Please email me a list of all residential properties affected by a house fire from June 16, 2025, to June 30, 2025. Thank you.
6/4/2024	PIA2024-441	Jan Duron	Please send me all residential addresses with code violations for Seabrook in May 2024. Thank you.
11/17/2025	PIA2025-1062	Jan Duron	Please email me a list of all residential properties (house fires) responded to by the Seabrook FD from November 1, 2025, to November 15, 2025. Thank you.
9/16/2024	PIA2024-728	Jan Duron	Please email me a list of all residential properties involved in a house fire from Sept 1, 2024, to Sept 15, 2024. Thank you.
5/1/2024	PIA2024-341	Jan Duron	Please email me a list of all residential properties involved in a house fire from April 16, 2024, to April 30, 2024. Thank you.
4/3/2026	PIA2026-309	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from March 16, 2026, to March 31, 2026. Thank you.
4/16/2025	PIA2025-298	Jan Duron	Please email me a list of all residential properties involved in a house fire from April 1, 2025, to April 15, 2025. Thank you.
8/16/2024	PIA2024-655	Jan Duron	Please email me a list of all residential properties involved in a house fire from Aug 1, 2024, to Aug 15, 2024. Thank you.
8/20/2025	PIA2025-744	Jan Duron	Please email me a list of all residential properties (house fires) responded to by Seabrook FD from August 1, 2025, to August 15, 2025. Thank you.
5/3/2024	PIA2024-351	Jan Duron	Please send me all residential code violations for the city of Seabrook in April 2024. Thank you.
1/16/2026	PIA2026-53	Jan Duron	Please email me a list of all residential properties (house fires) responded to by Seabrook from January 1, 2026, to January 15, 2026. Thank you.
5/16/2025	PIA2025-410	Jan Duron	Please email me a list of all residential properties involved in a house fire from May 1, 2025, to May 15, 2025. Thank you.
4/1/2025	PIA2025-256	Jan Duron	Please email me a list of all residential properties involved in a house fire from March 16, 2025, to March 31, 2025. Thank you.
3/16/2026	PIA2026-258	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from March 1, 2026, to March 15, 2026. Thank you.
10/18/2025	PIA2025-956	Jan Duron	Please email me a list of all residential properties (house fires) responded to by the Seabrook FD from October 1, 2025, to October 15, 2025. Thank you.
7/3/2024	PIA2024-516	Jan Duron	Please send me a list of all residential code violations for Seabrook in June 2024. Thank you.

5/1/2025	PIA2025-337	Jan Duron	Please EMAIL me a list of residential addresses involved in a house fire from April 16, 2025, to April , 30, 2025. Thank you.
7/1/2024	PIA2024-506	Jan Duron	Please email me a list of all residential properties involved in a house fire from June 16, 2024 to June 30, 2024. Thank you.
8/1/2025	PIA2025-672	Jan Duron	Please email me a list of all residential fires (house fires) responded to by Seabrook FD from July 16, 2025, to July 31, 2025. Thank you.
7/22/2024	PIA2024-561	Jan Duron	Please email me a list of all residential properties involved in a house fire from July 1, 2024, to July 15, 2024. Thank you
7/16/2025	PIA2025-606	Jan Duron	Please email me a list of all residential properties affected by a house fire from July 1, 2025, to July 15, 2025. Thank you.
3/2/2026	PIA2026-203	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from February 16, 2026, to February 28, 2026. Thank you.
3/3/2025	PIA2025-168	Jan Duron	Please email me a list of all residential properties involved in a house fire from February 16, 2025, to February 28, 2025. Thank you. Jan Duron
1/3/2025	PIA2025-12	Jan Duron	Please send me all residential addresses with code violations for Seabrook in November and December 2024. Thank you
11/1/2024	PIA2024-841	Jan Duron	Please email me a list of all residential properties involved in a house fire from September 16, 2024, to September 31, 2024, and October 1 - 31, 2024. Thank you.
1/8/2025	PIA2025-26	Jan Duron	Please send me a list of all residential inactive water accounts for December 2024 for the city of Seabrook. We do not need personal information. I need Legal Description and KEY MAP data. Thank you.
4/2/2024	PIA2024-264	Jan Duron	Please email me a list of all residential properties involved in a house fire from March 16, 2024, to March 31, 2024. Thank you.
2/16/2026	PIA2026-156	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from February 1, 2026, to February 15, 2026. Thank you.
1/31/2025	PIA2025-70	Jan Duron	Please email me a list of all residential properties involved in a house fire from Jan 16, 2025, to Jan 31, 2025. Thank you.
6/16/2025	PIA2025-500	Jan Duron	Please email me a list of all residential properties involved in a house fire from June 1, 2025, to June 15, 2025. Thank you.
3/18/2025	PIA2025-217	Jan Duron	Please email me a list of all residential properties involved in a house fire from March 1, 2025, to March 15, 2025. Thank you.
11/20/2024	PIA2024-875	Jan Duron	Please email me a list of all residential properties involved in a house fire from November 1, 2024 to November 15, 2024. Thank you.
9/2/2025	PIA2025-802	Jan Duron	Please email me a list of all residential properties (house fires) responded to by Seabrook FD from August 16, 2025, to August 31, 2025. Thank you.
5/17/2024	PIA2024-392	Jan Duron	Please email me a list of all residential properties involved in a house fire from May 1, 2024, to May 15, 2024. Thank you.
6/4/2024	PIA2024-435	Jan Duron	Please email me a list of all residential properties involved in a house fire from May 16, 2024, to May 31, 2024. Thank you.
4/2/2024	PIA2024-266	Jan Duron	Please send me all residential addresses with code violations for Seabrook in March 2024.
12/19/2024	PIA2024-924	Jan Duron	Please email me a list of all residential properties involved in a house fire from November 15, 2024, to November 30, 2024. Thank you.
9/3/2024	PIA2024-700	Jan Duron	Please email me a list of all residential properties involved in a house fire from Aug 16, 2024, to Aug 31, 2024. Thank you.
4/17/2024	PIA2024-309	Jan Duron	Please email me a list of all residential properties involved in a house fire from April 1, 2024, to April 15, 2024. Thank you.
11/6/2025	PIA2025-1030	Jan Duron	Please email me a list of all residential properties (house fires) that the Seabrook FD responded to from October 16, 2025, to October 31, 2025. Thank you
3/5/2025	PIA2025-178	Jan Duron	Please send me all residential addresses with code violations for Seabrook in February 2025. Thank you.
1/5/2026	PIA2026-12	Jan Duron	Please email me a list of all residential properties (house fires) responded to by the Seabrook from December 16, 2026, to December 31, 2026. Thank you

6/3/2025	PIA2025-457	Jan Duron	Please email me a list of all residential properties involved in a house fire from May 16, 2025, to May 31, 2025. Thank you.
1/16/2025	PIA2025-44	Jan Duron	Please email me a list of all residential properties involved in a house fire from Jan 1, 2025, to Jan 15, 2025. Thank you.
12/16/2025	PIA2025-1154	Jan Duron	Please email me a list of all residential properties (house fires) responded to by the Seabrook FD from December 1, 2025, to December 15, 2025. Thank you.
6/18/2024	PIA2024-476	Jan Duron	Please email me a list of all residential properties involved in a house fire from June 1, 2024 to June 15, 2024. Thank you.
12/2/2024	PIA2024-884	Jan Duron	Please send me all residential addresses with code violations for Seabrook in October 2024. Thank you.
2/5/2026	PIA2026-122	Janina Wojtkowski	Under the Texas Public Information Act, Chapter 552 of the Government Code, I am formally requesting an opportunity to inspect or obtain copies of public records maintained by the City of Seabrook. I am seeking all documents, records, and correspondence generated, received, or maintained by your department between the dates of July 1, 2025, and July 8, 2025 (inclusive), regarding the following: Property Location: 2711 Todville Rd., Seabrook, Texas 77586. Named Individuals: Gregory Walker and Jessica Walker. If there are any fees associated with searching for or duplicating these records, please notify me if the cost will exceed \$50.00 before proceeding. If you choose to withhold any of this information, please clearly state the specific exception under the Government Code that you believe applies and provide a timeline for seeking an Attorney General's opinion. Please provide these records in electronic format to the email address listed below.
10/3/2025	PIA2025-898	Jasmyne Williams	Seabrook Police Department Report Number SBPD 2025-01102
1/6/2025	PIA2025-19	Jeannie Kubricht	Regarding Daniel Fiddick Can you provide me a list of currently registered businesses in the City of Seabrook? I am looking for the following: •Business Name •Mailing Address •Phone number •Email address (if applicable) I appreciate your help! Hope you are doing well and have a great week!
7/22/2025	PIA2025-625	Jennifer C Vega	Jennifer Vega 1865 Florida Dr #42 Harassment and threaten report
6/16/2025	PIA2025-501	Jennifer Mitchell	I request that a copy of the following documents containing municipal job salary information be provided. The following are options to provide the requested information: 1.You may fill out the attached Excel file. a.(Preferred) You may e-mail your completed questionnaire to: DataRequests@erieri.com 2.You may provide a copy of your own document in Excel/CSV format or other table formats, containing the following information: Job Titles, Incumbent Count, Average Annual Salary for each job title. You may submit this information using the same methods mentioned in Option 1. a.The definition of the information we are seeking are available in the attached Excel spreadsheet under "Job Data". In order to help to determine fees, you should know that I am affiliated with a private corporation and am seeking information for use in the company's business. If this request will incur any fees, please inform me first. Thank you for your consideration of this request.
11/8/2025	PIA2025-1040	Jennise Richardson-Lesak	Under Chapter 552: 1. All communication between any member of city staff and any member of council including Jim Sweeney containing the word anonymous or vexatious or discussing the identity or potential identity of an unknown requestor, or including the word proton or tuta or encrypted. 2. All emails/texts/communication of any form from Rachel and anyone in her office to any member of council and or Jim Sweeney in which a citizen's tpia was forwarded directly or copied and sent to anyone outside the city secretary's office

11/5/2025	PIA2025-1028	Jennise Richardson-Lesak	Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting access to and copies of all public records in the City of Seabrook's possession that include or relate to the following: 1.Any email, memorandum, or written correspondence referencing or relating to the emails to or from Mayor Jim Sweeney (or any Seabrook City Council member) concerning Mayor Sweeney's correspondence to Gayle Cook and David Olson on September 1, 2025, which included the following statement: "Good afternoon, I have politely responded to two of these similar emails from others, but this one is so full of misinformation, that I feel that I should not respond. I'm afraid Dr Lesak is setting herself up for a defamation suit by Mr Jones and I'm uncomfortable being in the middle of that. It's unfortunate that Facebook has become our trusted news source. I did not know if other council members have responded." (Referenced in prior FOIA Request Number: PIA2025-978) Please see the attached email as a reference example.
			My previous FOIA on this did not provide what he stated, either this is a 'not factual email sent by the Mayor" or the FOIA was incomplete.
			2.All related correspondence, replies, forwards, or discussions (including internal communications) that mention or discuss the above email, its contents, or the statements therein. 3.Any and all emails, messages, or documentation referencing the behavior or actions of Mayor Jim Sweeney. 4.Any and all complaints made about Jesse Jones' Facebook posts, actions, or behaviors.
			Please include any responsive records from electronic communications systems (including city email, personal email used for city business, text messages, and messaging apps) used by any City of Seabrook employee, council member, or contractor.
10/23/2025	PIA2025-979	Jennise Richardson-Lesak	Please provide all records, documents, communications, and information created, received, or maintained from January 1, 2025, to the present (or the date this request is processed, whichever is later), including but not limited to: 1. All Communications Involving Jesse W. Jones, Jr., or Related Parties: - Any and all emails, text messages, phone call logs, voicemails, memoranda, notes, letters, faxes, instant messages, or other correspondence between Jesse W. Jones, Jr. (or any alias, including "Jesse Jones" or "Jess Jones") and any City Entities, officials, staff, council members, EDC members, Parks Committee members, Open Space & Trails Committee members, or their representatives. - Communications involving individuals or entities acting on behalf of Mr. Jones, including but not limited to family members, associates, attorneys, or representatives of Carothers Coastal Gardens, Back Bay Builders LLC, Jesse Jones & Associates, Inc., PIRL LLC, Krew du Lac, Seabrook Association, or any other affiliated nonprofits, LLCs, or businesses controlled or influenced by Mr. Jones. - This includes discussions related to city-funded projects, grants, land use, zoning changes, infrastructure improvements (e.g., SH 146 corridor, Seascape expansion, Carothers trails), nonprofit contracts, recalls, elections, or any citizen complaints/submissions concerning Mr. Jones or the aforementioned concerns. 2. All Forms of Communication: - Electronic communications via city email accounts, personal email accounts (if used for official business), text messaging apps (e.g., iMessage, SMS), social media platforms (e.g., Facebook Messenger, X/Twitter DMs), messaging applications (e.g., WhatsApp, Signal, Telegram), video conferencing tools (e.g., Zoom, Microsoft Teams), or any other digital platforms. - Phone records, including call logs, duration, and metadata from city-issued phones, personal cell phones (if used for official business), landlines, or VoIP services. - In-person meeting notes, agendas, minutes, recordings, or summaries (including informal or unscheduled meetings). - Any attachments, drafts, forwards, or deleted items recoverable from backups or archives. 3. Specific to Leaks and Citizen Communications: - All records related to the handling, disclosure, or discussion of our client's communication to the City Council, including any forwarding, sharing, or referencing of it with third parties such as Mr. Jones. - Communications discussing or referencing the leak or unauthorized disclosure of citizen correspondence to third parties, including Mr. Jones or his agents. - Any internal investigations, ethics complaints, or reports concerning breaches of confidentiality by city officials or staff, including prior instances of leaking citizen emails or communications.
			Records of Mr. Jones' own Public Information Act request
11/10/2025	PIA2025-1046	Jennise Richardson-Lesak	1. **Draft agenda item** for Nov 18 re: record destruction
			2. **MCCI database access logs** for archived agendas (2025)
10/23/2025	PIA2025-978	Jennise Richardson-Lesak	Pursuant to the Texas Public Information Act, I am requesting copies of any and all records related to an email I sent 8/28/25 subject: Formal Complaint Regarding Conduct and City Representation, to the following recipients: mayor@seabrooktx.gov tkubena@seabrooktx.gov ssanford@seabrooktx.gov bhammann@seabrooktx.gov ttollett@seabrooktx.gov acervantes@seabrooktx.gov jsessum@seabrooktx.gov rlewis@seabrooktx.gov
			Specifically, I request: 1.Any record showing whether my email was forwarded, shared, or distributed to any other individuals or departments. 2.Copies of all correspondence, notes, or communications (including replies, forwards, or internal discussions) that reference or were made in connection with my original email.
			Please include both electronic and written communications, including emails, text messages, and internal memos, if applicable.
10/31/2025	PIA2025-997	Jennise Richardson-Lesak	Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting access to and copies of all public records in the City of Seabrook's possession that include or relate to the following: 1.Any email, memorandum, or written correspondence referencing or relating to the emails to or from Mayor Jim Sweeney (or any Seabrook City Council member) which relates to Mayor Sweeney's correspondence to Gayle Cook and David Olson, which includes the following statement: "I have politely responded to two of these similar emails from others, but this one is so full of misinformation, that I feel that I should not respond."
			Please see the attached email as a reference example. 2.All related correspondence, replies, forwards, or discussions (including internal communications) that mention or discuss the above email, its contents, or the statements therein. 3.The date and time of Jesse Jones's FOIA (Public Information Act) request for the letter I sent to the City Council, which has been assigned Request Number: 811.
			This request is submitted under FOIA Request #: PIA2025-978 for tracking purposes.

11/10/2025	PIA2025-1045	Jennise Richardson-Lesak	Under Chapter 552: 1. **Date** agendas were removed from main website 2. **Authorization** for removal (who, when, why) 3. **Destruction queue list** (all records, not just agendas) 4. **10-day TSLAC notice** for queued items 5. **Emails** about removal/queue (Oct–Nov 2025) Deliver by Nov 21, 2025 Thank you,
8/25/2025	PIA2025-765	Jeremy Bolinger	I was wanting to get the permits and submitted paperwork for our house at 2225 Todville Rd. I specifically want anything related to the engineering for the wind loads.
5/12/2025	PIA2025-388	Jerry and Tammy Wise	I'm requesting any and all drainage plans/reports, engineered or otherwise, for the subdivisions of Lakeside Landing and Wildwood Village (currently the Lakeside Townhomes off of Lakeside Drive). This would include any plans or reports from the early 1970's to currently.
9/3/2025	PIA2025-811	Jesse Jones	I will be requesting a recent correspondence from a Dr. Lesak to Council. Thanks. Jess
2/28/2025	PIA2025-155	Jesse W. Jones	I would like a copy of the Candidate for City Council application filed by Mr. JP Byers. Mr. Byers has stated publicly that he has resided in Seabrook for one year. I would also like to see water department billing information for the address that Mr. Byers lists on his application. Thank you for your time.
11/10/2025	PIA2025-1049	Jesse W. Jones	Hello, I need the total amount left in the Carothers Insurance fund (TMLIRP) reflecting the amount paid, or to be paid to Eitale Construction. I also need the amount still owed on the Bond that was issued to purchase and improve the Carothers property. Thank you, Jesse
3/6/2025	PIA2025-191	Jesse W. Jones	I am really sorry to bother you guys with this..... As you are probably aware, there have been a series of emails sent to Council and Staff in which I am mentioned. It seems the anonymous sender believes that they have been wronged by me in some way. It is imperative that I am updated on these emails, as it seems that the sender is teetering very close to liable and slander. I would appreciate it if Staff could please keep me apprised with copies of these communications. The emails already received, and any future correspondence connected to this subject. Thanks so much, Jesse W. Jones
2/28/2025	PIA2025-161	Jesse W. Jones	I would like a copy of the Seabrook Economic Development Board application filed by Mr. JP Byers. Mr. Byers has stated publicly that he has resided in Seabrook for one year. I do not believe that to be the case for either his EDC application nor his application for City Council.
3/10/2025	PIA2025-199	Jesse W. Jones	Hello, It is my understanding that candidate for City Council, JP Byer has presented additional paperwork to confirm proof of residency. I am requesting a copy of the information that he is referencing in the attached note. Thank you, Jesse Jones
5/14/2024	PIA2024-378	Jessica CORREA	Architectural plans for 2222 Todville rd
9/2/2025	PIA2025-800	Jessica Dickerson	I have a few quick questions regarding the planned Highland Center project planned at 3813 NASA Road 1 in Seabrook, TX. Has the project been approved? Has a building permit been issued? Who is the general contractor?
2/12/2025	PIA2025-110	Jessica Holoubek	Good afternoon. I am making a TPIA request for a copy of the 380 agreement for Seabrook Plaza One and any other agreement between Seabrook/ EDC for rebate of hotel occupancy tax.
9/18/2025	PIA2025-860	Jesus Villarreal	Amanda & Rachel, I gave copies of the attached permits to Jesus Villarreal today. He needed them for their insurance company requirements. Jesus Villarreal Ph: 832-867-4515 Thank you, Deanna Wallace Permit Technician City of Seabrook Email: permits@seabrooktx.gov Ph: 281-291-5669 Fax: 281-291-8364
1/7/2026	PIA2026-21	Jhamila Koshy	Drawings or blueprints of development - specifically water, sewer, and electrical.
10/10/2025	PIA2025-928	Jill Schroeder	3126 E Nasa Parkway, Seabrook, TX 77586 - Requesting permit records for the building to determine construction type for upcoming project. HCAD Parcel 0410080090261 - Could be listed under Address 3100 Nasa Parkway - originally built in 1985 or 1995

7/30/2025	PIA2025-659	Jim Sweeney	All information requests made by Council Member Angela Cervantes from May 3, 2025 thru the latest request to this date. If there was a new request made today, July 30, 2025, I can wait until that request is processed. Whatever electronic method of transmitting that information to me will be fine.(ie email, file transfer, Dropbox...whatever is most convenient) I understand that this information may not be redacted and is confidential to the business of council.
6/27/2024	PIA2024-494	Joaquin C Gonzalez	Hello, We are doing a regulatory compliance inquiry for a Property Condition Assessment at The Grove at Seabrook located at 1901 Lakeside Drive, Seabrook, Texas, 77586. We would like to see any violations, if any, regarding building codes, fire/life safety, and zoning. Any records you can provide would be much appreciated. Thank you. Best regards, Joaquin Gonzalez
2/6/2025	PIA2025-88	Joe Machol	Please send me all the information from the 2017 phishing scam approximately \$78,000. Please include what, if any corrective actions were taken. The Carothers property insurance choices, that we as council had to make. The settlement amount for the non payment of overtime for dispatchers. Please include what, if any corrective actions were taken. The payment amount to the attorney for 2 flagpoles at the Bay Area Veterans Memorial. The police training simulator that was stored and not used for years. Also cost of software to get it up to speed. Please include what, if any corrective actions were taken. Also any other information on monies lost, stolen, missing or misappropriated since January of 2017 to the present.
7/2/2025	PIA2025-565	Joe Machol	Could I get a copy of all the expenses for the election held in Seabrook in 2024. Also all the expenses for the election this past May 2025. I was surprised to see an election cost \$50,000 dollars. I need the complete breakdown of every expenditure.
10/2/2024	PIA2024-773	Joe Machol	Could I please get a Line Item account of the 1 million 400 thousand dollars for the green ribbon project. Also a Line Item accounting for the Clark Condon part \$191,834. Thanks, Joe
12/9/2024	PIA2024-900	Joe Machol	I would like a copy of the most recent sound study that was done for State HW 146. Thank you. Joe
7/25/2024	PIA2024-574	Joe Machol	Could you please send me a list of all our employees who have received their NIM's and MEM's certification and their actual certificate. Thanks, Joe
11/17/2024	PIA2024-871	Joel Efosa	Hey, I'd like to request a list of house fires in an EXCEL or CSV file format with the unreacted street address, date and any other details you provide from 5/1/2024 to CURRENT for entire city, Thank you! It's being used to put interesting house fire statistics together to for journalist to publish on the local-news publications. I DO NOT need a whole fire report or investigation report, just a list with the data points above.
7/30/2025	PIA2025-654	Johanna Seiber	From: Seabrook Permits <permits@seabrooktx.gov> Sent: Wednesday, July 30, 2025 9:57 AM To: Amanda Morales <amorales@seabrooktx.gov>; Rachel Lewis <rlewis@seabrooktx.gov> Cc: Nick Kondejewski <nickk@seabrooktx.gov> Subject: Record Requests today - Johanna Seiber Johanna Seiber request the re-roof permit for 3535 E Nasa Pkwy Bldg G, this morning. I gave her the attached documents Her contact information is Address 3535 E Nasa Pkwy #101 Email [REDACTED] [REDACTED] 281-903-4564 Thank you, Deanna Wallace Permit Technician City of Seabrook Email: permits@seabrooktx.gov Ph: 281-291-5669 Fax: 281-291-8364

3/4/2025 PIA2025-172 John Dougherty

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please acknowledge receipt of this message.

Records requested:

Please send the final and compiled bid tabulation (Bid Tally), including all quantities and unit pricing for each bidder, for 'FY25 SIDEWALK REMOVAL AND REPLACEMENT PROJECT' that was submitted on 12/03/2024.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1	BIDDER 2					
Item	Description	QNT	UNIT	AMOUNT	UNIT	AMOUNT

Please send all documents electronically.

I am a citizen of the United States and affirm my full name and contact information is true and correct. I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States. I, or another person, will not use the requested government records for a commercial purpose. I am not seeking records in connection with a legal proceeding.

Thank you.

Yours faithfully,
John Dougherty

3/25/2025 PIA2025-233 John Dougherty

This is a request for public records made under TPIA and the common law right of access. Please acknowledge receipt of this message.

Records requested:

Please send the final and compiled bid tabulation (Bid Tally), including all quantities and unit pricing for each bidder, for 'OLD STATE HWY 146 INTERCONNECT' that was submitted on 11/14/2024.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

_____ | BIDDER 1 | BIDDER 2 _____ |
|-----|
| Item | Description | QNT | UNIT | AMOUNT | UNIT | AMOUNT |

If a line-item bid summary/tally was not produced, can you please send all the bids that were submitted.

Please send all documents electronically.

I am a citizen of the United States and affirm my full name and contact information is true and correct. I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States. I, or another person, will not use the requested government records for a commercial purpose. I am not seeking records in connection with a legal proceeding.

Thank you.

Yours faithfully,
John Dougherty

5/12/2025 PIA2025-389 John Kerr

Please provide electronic copies of the current police salary pay plan inclusive of any and all step pay levels for all ranks or grades for the Police Department and the effective date of pay plan. Additionally, please provide information which will identify by type and provide the monthly amount paid to officers of the police department for any additional pay such as Longevity Pay, Educational Incentive Pay, Certification Pay, Training Pay, Fitness Incentive Pay, Uniform/Clothing Allowance, Bilingual Pay, Shift Differential Pay, Assignments Pay and any other types of Specialty Pay as may be provided to members of the police department.

Also, please provide a copy of any contractual agreement that may exist between the Association representing Officers of the Police Department and the City of Seabrook.

In the interest of expediency, and to minimize the burden on your staff, please feel free to communicate with me by telephone or email rather than by mail. My telephone number is 817-925-5402 and my email address is john.kerr@cleat.org.

7/28/2025 PIA2025-644 Johnathon turnbaugh

Need a copy of my arrest record with texas stamp for my identity thief problem trying get a ID ssc need that for proof

I am requesting for certified court dispositions and sentencing of all criminal citations (juvenile and adult) sealed for an application for a law enforcement agency of myself Josue Danny Martinez.

4/27/2024 PIA2024-332 Josue Danny Martinez

8/12/2025	PIA2025-715	Juan J Grimaldo	A contractor, Juan J Grimaldo, came in to request the permit and approved documents for permit 2300390, 410 Baywood Dr. I gave him the attached documents. Time: 15 minutes Thank you, Deanna Wallace Permit Technician City of Seabrook Email: permits@seabrooktx.gov Ph: 281-291-5669 Fax: 281-291-8364
12/26/2024	PIA2024-940	Julia McElwee	I just became aware of the fact that my father's house had a fire. 2 of my sisters got their name on the deed prior to him dying when he had Alzheimer's/ dementia and other cognitive problems. I believe this was done fraudulently and now it is all in probate. I am concerned how this fire started and find it very strange . Now they are seeking insurance money as well. I know when their is a fire that a report is made and I think I read all fires are considered for fraud early on. I would like any records available to me regarding this or any other suspicious incidences at this residence. 601 Baywood , Seabrook Texas 77586 Edward McElwee.. Is this arson or is it thought to be an arson fire? is it being investigated as such or what is going on?? Thank you
8/14/2025	PIA2025-723	Juliana Munera	Good morning, I am requesting EMS Billing for the clients mentioned above. Please send them directly to my email once they are done. Attached are copies of affidavits, thank you!
7/29/2024	PIA2024-584	Julio Gonzalez	Vacant Property list and abandoned property, Tax delinquent list .
8/16/2024	PIA2024-656	Julio Gonzalez	Tax delinquent list, vacant property list and property tax delinquent list for City of Seabrook
9/20/2024	PIA2024-741	Justin Cunningham	Dear FOIA Officer, I am writing to request access to and copies of records under the Texas Public Information Act. We are looking for existing, already maintained electronic records (without copying, scanning, or printing) of the following data. Vendors: A list of all vendors your institution has used from 2022-01-01 onward. For each vendor include 1. Vendor Name 2. Vendor Contact Name 3. Vendor Contact Email 4. Vendor Procurement Method Purchase Orders: A list of all purchase orders dated 2022-01-01 onward. For each purchase order include 1. Purchase date 2. Vendor name 3. Line item details 4. Line item quantity 5. Line item price Contacts: A list of all current employee / staff contact information. For each member include 1. First Name 2. Last Name 3. Position Title 4. Department 5. Employment Type ie: full-time, part-time, contractor 6. General Office Phone Number 7. Direct Office Phone Number 8. Email Address Importantly, a similar request was recently made by SmartProcure or GovSpend in 2019 or even more recently and you might already have files referencing this information. We would prefer up to date information, but if the request will take a long time to complete, it would be great if you could send the SmartProcure data in the meantime. If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information. Should this request be denied wholly or partially, please provide a detailed justification for each decision, citing specific exemptions under the TX Freedom of Information Act. Additionally, I request that all segregable portions of otherwise exempt material be provided. Should you need further information or clarification to expedite this request, do not hesitate to contact [REDACTED] Thank you for your attention and cooperation. I look forward to your prompt response within the statutory period. Sincerely, Justin Cunningham
1/28/2026	PIA2026-94	Justin Wenig	All purchase orders and/or payment records (such as a check register or list of payments) from January 1, 2025 to the Present Date for non-person/vendor entities (e.g., companies, organizations, contractors). This request excludes purchase orders or payments issued to staff, employees, or individuals for payroll, reimbursements, stipends, or other personnel-related expenses. Requesting the records to include, at minimum: Purchase date, vendor name, description of purchase, line item quantity, line item price/amount. If vendor names are coded in the file, please provide a vendor list with corresponding codes. REF: 1PO26 9eff36d4-1b0b-4ba8-a833-9dad6f9a442

3/4/2025	PIA2025-176	Justin Wenig	Dear FOIA Officer, I am writing to request access to and copies of records under the Texas Public Information Act. I am requesting public records related to purchase orders issued by City Of Seabrook, specifically: A list of purchase orders issued by City Of Seabrook from January 1, 2022 to present date, including but not limited to: Purchase date Vendor name Description of goods/services purchased Line item quantity Line item price/amount If vendor names are coded in the PO file, please provide a vendor list with corresponding codes. I am looking for existing, already maintained electronic records (without copying, scanning, or printing). If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information. Should this request be denied wholly or partially, please provide a detailed justification for each decision, citing specific exemptions under the TX Freedom of Information Act. Additionally, I request that all segregable portions of otherwise exempt material be provided. Should you need further information or clarification to expedite this request, do not hesitate to contact justin@usestarjump.com. Thank you for your attention and cooperation. I look forward to your prompt response within the statutory period. Sincerely, Justin Wenig on behalf of Andrii Korkoshko I am submitting this request on behalf of Andrii Korkoshko who is a lifelong resident of Texas, residing at 4 Chelsea Blvd Apt. 11, Houston, TX 77006 and for whom I hold Power of Attorney. Supporting documentation can be made available upon request. REF: FC000014 9eff36d4-1b0b-4ba8-a833-9dadb6f9a442
10/17/2024	PIA2024-803	Kaitlyn J Leibick	E046832
2/11/2025	PIA2025-108	Kathleen Anne Zinn	NEED CITATION INFORMATION WITH OFFENSES, FINES, AND COURT COST OR ANY OTHER FEES ASSOCIATED WITH TICKET
2/13/2025	PIA2025-113	Kathleen Anne Zinn	AUTO ACCIDENT ON NASA ROAD 1 ON 2-10-25 AT APPROXIMATELY 4:50 PM.
10/16/2025	PIA2025-948	Kathryn Tijerina	INVOLVING 2 AUTO'S: A SILVER TOYOTA CAMRY AND A WHITE NISSAN TRUCK.
5/8/2025	PIA2025-368	Kathy Cobb	Auto accident on Feb 10th on NASA Rd 1 involving two vehicles Toyota Camry and Nissan Truck around 5 o'clock pm
2/20/2025	PIA2025-132	Katie Austin	New business that are pulling permits electronic copies of police records employees (front line and supervisor) job descriptions and base salary. Hello, my name is Katie Austin and I am with the League of Women Voters of the Bay Area. I am writing to request copies of the candidate filings (and any contact information you are permitted to provide) for the people who have filed to run for the offices of: Mayor - 1.Jackie Rasco 2.Jim Sweeney Council Position 2 - 1.J.P. Byers 2.Jared Sessum Council Position 4 - 1.Angela Cervantes 2.Gary Johnson Council Position 6 - 1.Kyra Burton 2.Summer S. Sanford And the fillings in the Special Election for Council Position 1 - 1.Tyler Kubena 2.Robert L. Paskey Thank you, Katie Austin LWV-Bay Area 832.205.5318
10/13/2025	PIA2025-931	Kayla Chapman (S.C. Fire Consulting, inc)	S.C. Fire Consulting requests the Seabrook Fire Department Fire Incident & Investigation report on the loss at 2807 Sea Ledge Dr Seabrook, TX 77586 DOL: 10/10/25 Insured: Lori & Dustin McGalin Claim #1258640 Insurance: Texas Fair Plan. Thank you! S.C. Fire Job #F-158-25
9/11/2025	PIA2025-840	Kelcey Overton	I would like all records pertaining to permits , inspections etc for the work being done where I'm renting 1809 Bahama Dr Seabrook Tx 77586 I need this for my records since I'm having to move due to landlord not finishing plumbing repair /completing inspection and leaving yard unsafe and still current plumbing issues , just want this information for personal records in case we take to Court due to having to move
8/21/2025	PIA2025-756	kelly coughlin	My father was in a car accident on June 7, 1941 on the bridge from Galveston Island on the Clear Creek Bayou Bridge. Three people were killed. Only my father survived. I am trying to compile any records I can to complete a book I am writing about this event that changed my fath'er's life many years ago. If you could send me pics of the bridge as it looked back then I would be most appreciate. Also, if there were any records in the legal system about this I would love to have this. I will pay for any costs related to this. Thank you, Kelly Coughlin

8/1/2025 PIA2025-673 Kelly Hudson

Pursuant to the Texas Public Information Act, I am requesting the following records:

Date Range:
June 30, 2025 – August 1, 2025

Records Requested:
Please provide all communications (including emails, memos, notes, and text messages) sent or received by:

- The Mayor
- All Seabrook City Council Members
- All City of Seabrook staff
- All HOT Funds Committee members

That include any of the following keywords (in the subject line, body, or attachments):

- "HOT Funds"
- "HOT Funds Committee"
- "HOT Funds Advisory Board"
- "Hotel Occupancy Tax"
- "Hotel/Motel"
- "Celebration Seabrook"
- "Remove"
- "Reappointment"
- "Dissolve"

10/21/2025 PIA2025-963 Kelly Hudson

Pursuant to the Texas Public Information Act, Chapter 552 of the Texas Government Code, I am formally requesting access to and copies of the following records:

-Any and all complaints, correspondence, emails, or written statements received by the City of Seabrook, its staff, or any City official between October 18, 2025 and the date of this request, that reference, mention, or relate to the "Save Seabrook" Facebook page cover photo.

This request includes, but is not limited to:

- Citizen or employee complaints, either formal or informal;
- Any interdepartmental communications or notes referencing such complaints;
- Any responses, memos, or follow-up communications related to this subject.

Please provide responsive records in electronic format (PDF or email attachments) if available. If portions of this request are exempt, please provide a written explanation citing the specific statutory exemptions relied upon, as required by the Act.

If fulfilling this request will incur costs exceeding \$40, please notify me in advance for approval.

Thank you for your time and assistance in this matter.

Sincerely,
Kelly Hudson (Stewart)

7/30/2025 PIA2025-658 Kelly Hudson

1. I am requesting a full supplemental release of all communications (emails, memos, notes, etc.) pertaining to the July 1 and July 15, 2025 council meeting agendas.

2. If any portion is being withheld, please provide the specific statutory basis for the redaction or exclusion, as required under the Public Information Act.

3. If the city asserts no records exist, I request a sworn statement from the records custodian or IT department attesting to that, as the law clearly requires these communications to be created and retained.

I remain hopeful that this can be addressed quickly and transparently without the need for escalation. Thank you for your attention and prompt response.

Sincerely,
Kelly Stewart

7/13/2025	PIA2025-592	Kelly Hudson	Public Information Request – Hotel Occupancy Tax Communications (September 2024–March 2025) To: Rachel Lewis City of Seabrook Rlewis@seabrooktx.gov Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting copies of the following records: Timeframe: September 1, 2024, through March 31, 2025 Requested Records: All written or electronic communications—including emails, meeting notes, calendar invites, and internal messages—sent or received by any city staff, council members, or HOT committee members that include any mention of: Hotel Occupancy Tax (HOT) funds Celebration Seabrook Please include any communications that discuss the use, allocation, justification, planning, approval, or reconsideration of HOT funds in relation to Celebration Seabrook or any references to the event in the context of HOT fund discussions. Preferred Format: Electronic copies (PDF or native format if available) Please let me know if any part of this request requires clarification. I am willing to work with your office to ensure a prompt and accurate response. If this request will result in charges exceeding \$40, please notify me in advance. Sincerely, Kelly Stewart
5/7/2025	PIA2025-364	Kelly Hudson	Pursuant to the Texas Public Information Act, I am formally requesting access to the following records: Video footage from City Hall on May 3, 2025, between approximately 6:45 p.m. and 8:00 p.m. Specifically: 1. Exterior camera footage covering the area where the voter lines were forming or present. 2. Interior lobby camera footage covering the entrance and public lobby area during that same time window. Please provide this footage in digital format if possible (e.g., downloadable link, USB, or CD), and let me know if there are any costs associated with processing this request before proceeding. If for any reason this request is denied in whole or part, please provide the specific legal exemption that applies and a description of the withheld material. Thank you for your prompt attention to this matter. Please confirm receipt of this request.
1/7/2025	PIA2025-24	Kenneth Alonzo McGaughey III	I trying to attain fire damaged residential properties within the City of Seabrook, TX from 10/01/2024 - 01/06/2025
1/7/2025	PIA2025-22	Kenneth Alonzo McGaughey III	Trying to attain information on residential properties that have code violations within this specified time period: (1/01/2024 - 1/06/2025) that are still ACTIVE within your database and fall within these categories: Tall grass/weeds violations Trash and debris accumulation Unsanitary conditions Issues with exterior walls, such as lack of weather protection and cracks Structural hazards Vacant building violations (unsecured windows, doors, or other openings) Junk motor vehicles on the property Inoperable boats or trailers stored improperly Fences and accessory structures in poor condition Building code violations, including work done without proper permits
1/30/2025	PIA2025-66	Kerry Cooper	Subject: Freedom of Information Act (FOIA) Request/File Review Request Seabrook Town Centre Seabrook TX Parcel ID#: [Parcel ID] BBG Project No. 52000331 To whom it may concern: Please accept this as request for any information/documentation/files with your department regarding the above-referenced property. BBG Consultants is currently conducting the Phase I Environmental Site Assessment for the property. The current ASTM Practice E1527 Standard Practice of Environmental Site Assessments requires that a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items: ☐ Records regarding hazardous materials usage/storage/incidents or known environmental concerns/contamination which may have affected the property, ☐ Records regarding aboveground or underground storage tank (UST) systems, which are currently or historically located at the property, ☐ Record of septic systems installation and repairs at the subject property, and/or ☐ Records of wells in connection with the subject property. Please call (330-351-3700) or email me to discuss the file information or if you require further information. Thank you for your time and attention regarding this matter. Respectfully, Kerry Cooper 330-351-3700

4/15/2024	PIA2024-301	Kevin Atkinson	Can I please get a copy of the current agreement between the City and WM?
6/13/2025	PIA2025-495	Kevin Desire	From: myclaiminfo <myclaiminfo@assurant.com> Date: Mon, Jun 9, 2025 at 10:24 AM Subject: 00104887284 To: nrd180@svfdtx.com <nrd180@svfdtx.com> Cc: PCCS_Completed <pccs_completed@assurant.com> I am the adjuster for insured Brand Martin. I'm inquiring if the fire report is available yet or if there is any suspicion regarding the cause? Loss type- electrical Date of loss- 05-05-2025 5020 PINE ST SEABROOK, TX 77586 If you email reply please ensure only claim number is in subject line, nothing else. Thank you for your service! Stay safe and have a great day.
9/17/2025	PIA2025-854	Klaus Mayenberger	This firm is performing a Phase I Environmental Site Assessment for the property located at the following address: 5760 Old Highway 146, Seabrook, TX 77586. APNs: 041-008-003-0220 and 135-217-001-0001. We are requesting any information from your departments pertaining to: •Building permit records, including demolitions, construction, tenant improvements, major sewer installations/removals, and certificates of occupancy on the property. •Any reports of the storage, release, or spillage of hazardous materials (HAZMAT) or substances or petroleum products that have ever been located on the property. •Any underground storage tanks (USTs) and aboveground storage tanks (ASTs) on the property. •Industrial wastewater discharge, clarifiers, stormwater, or industrial wastewater, including permits to operate and notices of violation on the property. •Contaminated groundwater or soil records on the property. •Air emissions, including permits to operate, equipment lists, and notices of violation on the property. Please feel free to contact Salena Johnson with any questions or concerns at Salena.johnson@efiglobal.com or 310-425-6087. Thank you for your assistance with this information.
10/16/2025	PIA2025-949	Kris Boneau	Fire and Investigation report for 2807 Sea Ledge Drive, Seabrook, Texas 77586 . Date of the fire was October 10, 2025.
9/2/2025	PIA2025-798	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 8/1/2025 - 8/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
6/4/2025	PIA2025-459	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 05/01/2025 To 05/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
12/1/2025	PIA2025-1107	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 11/1/2025 - 11/30/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
2/2/2026	PIA2026-105	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 1/1/2026 - 1/31/2026. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
10/1/2025	PIA2025-885	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 9/1/2025 - 9/30/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
7/1/2025	PIA2025-554	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 06/01/2025 To 06/30/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
8/1/2025	PIA2025-669	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 07/01/2025 To 07/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name

5/2/2025	PIA2025-345	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 04/01/2025 To 04/30/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
1/5/2026	PIA2026-11	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 12/1/2025 - 12/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
11/5/2025	PIA2025-1023	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 10/1/2025 - 10/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
3/3/2026	PIA2026-208	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 2/1/2026 - 2/28/2026. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
4/2/2026	PIA2026-307	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 3/1/2026 to 3/31/2026. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
4/2/2025	PIA2025-259	Kristen Hoffman	Requesting a report of all issued building permit information for residential and commercial properties. From 03/01/2025 To 03/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
7/22/2024	PIA2024-557	KRISTEN L MCCLENDON	I would like to receive a copy of all permit request specifically for roof repairs for my house located at 1764 Florida Dr. Seabrook, Tx 77586
8/2/2024	PIA2024-604	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 07/01/2024 To 07/31/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
1/3/2025	PIA2025-10	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 12/1/2024 - 12/31/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
10/1/2024	PIA2024-766	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 09/01/2024 To 09/30/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
12/5/2024	PIA2024-892	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 11/01/2024 To 11/30/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
2/5/2025	PIA2025-83	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 1/1/2025 - 1/31/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name

11/4/2024	PIA2024-843	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 10/01/2024 To 10/31/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
3/3/2025	PIA2025-167	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 02/01/2025 To 02/28/2025. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
7/2/2024	PIA2024-511	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 06/01/2024 To 06/30/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
9/4/2024	PIA2024-701	Kyle Camp	Requesting a report of all issued building permit information for residential and commercial properties. From 08/01/2024 To 08/31/2024. Report to Include if Possible; Permit #'s & Dates Site Addresses Valuation of Jobs Description of Work Being Done Contractor Information & Owner Name
3/18/2026	PIA2026-265	Lamar Carroll	Matters regarding call from 522 shadylawn st Shoreacres tx Aldanio Deboyes fell into cardiac arrest on 03/12/2026 between 9:45pm to 10:30pm
11/4/2025	PIA2025-1022	Lana Szenda	We are under contract on a home in Seabrook, TX. The current owner has had foundation work done in the past, but could not remember who did the work or when it was done. We would like the information on permit requests that have been made on the property. The property is 4513 S. Flamingo St., Seabrook, TX 77586.
4/6/2026	PIA2026-313	Laura Bertrand	Laura from Stellar Bank called requesting the Appointment of Campaign Treasurer form for Guy Rodgers
10/29/2024	PIA2024-829	Laura C. Taylor	Hello - I have an ongoing dispute with my insurance company re: roof damage from Hurricane Beryl. They are saying that my covered patio and carport additions were not constructed properly (spring of 2022) which allowed for the hurricane to cause damage. So I need the permit and inspection paperwork for the patio/carport addition which indicates that it passed inspections. Your help would be greatly appreciated! Thank you, Laura Taylor
12/12/2024	PIA2024-909	Laura Lane-Worley	Between November 2023 and November 2024, provide any and all communications between Brightland Homes (AKA Gehan Homes) - Ellis Cove subdivision and the City of Seabrook regarding plotting of the neighborhood, dates and times of notification by the City of Seabrook to Brightland Homes of the required setbacks for homes, application for utilities including Centerpoint for electric, gas, water, etc. for the Ellis Cove Subdivision located on Repsdorph in Seabrook Texas. Specifically, the dates and times of the applications regarding Centerpoint and/or other utility applications for electric, gas, etc., the dates and times of requests for utilities, when the utilities were granted, and when utilities were approved. Any documentation on when the City of Seabrook determined residential setbacks for the Ellis Cove subdivision and whether the setbacks were included in the submission of the plotting of the Ellis Cove neighborhood submitted by Brightland Homes (AKA Gehan Homes) to the City of Seabrook.
4/1/2026	PIA2026-303	Lauren Lewis	I am looking for record of a call for service which allegedly occurred on July 30, 2023. Event ID: 2023-414018; Call Ref #272; Location: 1100 N. SH 146 Hwy x street- 3rd and 4th Parties involved: Joshua Smith and Dat Nguyen If this does exist, I would like to get a copy of the event report, please.
9/19/2024	PIA2024-740	Lauren Reynolds	I would like to see your current contracts for the following: - Waste Management Contract (garbage pickup/dumpster rentals for the city) - Portable Toilet Contract (portable restroom rentals for the city) Thank you!
10/6/2025	PIA2025-913	Lawrence Fuller	Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting a list of fire-damaged single-family residential properties for the period September 1, 2025 - September 30, 2025. Please include: Date of incident Property address Estimated dollar amount of damage (if available) Any available inspection or incident reports associated with each property
12/9/2025	PIA2025-1131	Lawrence Fuller	Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting a list of fire-damaged single-family residential properties for the period November 16, 2025 - November 30, 2025. Please include: Date of incident Property address Estimated dollar amount of damage (if available) Any available inspection or incident reports associated with each property
11/2/2025	PIA2025-1002	Lawrence Fuller	Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting a list of fire-damaged single-family residential properties for the period October 1, 2025 - October 31, 2025. Please include: Date of incident Property address Estimated dollar amount of damage (if available) Any available inspection or incident reports associated with each property
1/16/2026	PIA2026-54	Lawrence Fuller	Pursuant to the Texas Public Information Act (Texas Government Code, Chapter 552), I am requesting a list of fire-damaged single-family residential properties for the period January 1, 2026 - January 15, 2026. Please include: Date of incident Property address Estimated dollar amount of damage (if available) Any available inspection or incident reports associated with each property
			coming of 146 I was going on nasa rd 1 other driver was driving a Lexus suv I was driving a Chevy Silverado 4 door both cars were towed away on the scene

12/11/2025	PIA2025-1144	Liadys Torres	Terracon is currently conducting an Environmental Site Assessment (ESA) on a property located in City of Seabrook. I would like to request via the Freedom of Information Act and the Texas Open Records Act records pertaining to the following facility: 1902 Red Bluff Rd, Seabrook, TX 77586 Key Map: N/A Project No. 92257F94 Specific information pertaining to permits for fuel or chemical storage, i.e. (subsurface features; Septic License) environmental health related complaints, and/or notices of violations recorded during inspections on or immediately adjacent to the site or any information pertaining to any hazardous material spill responses on or adjacent to this location would be helpful in Terracon's evaluation.
8/2/2024	PIA2024-605	Lizbeth Bonilla	Our Client:Derek Cooley A/N/F of Dante Cooley □ DOI:July 5, 2024 1800-2000 Hrs.□ Location:3113 Sea Channel Dr. Seabrook, TX 77586 1.Complete copies of all 911 recordings which were recorded in relation to this incident. 2.Complete copies of all 911 transcripts which were transcribed in relation to this incident. [...]
7/11/2025	PIA2025-590	Long Truong	Hello, Pursuant The Texas Public Information Act (the "TPIA"), Chapter 552, gives the public the right to request access to government information, which grants access to copies of public records, I am requesting the most up to date information pertaining to the following types of obligations held in accounts managed by City of Seabrook. Records may include any and all: 1.Records concerning credits, overages, or refunds that are due and owing by the City oSpecifically, any account balances, overpayments, or excess funds submitted to the city that have not yet been refunded. oThese may be related to property tax payments, permit/license fees, utility overcharges, or other administrative payments where the payor is entitled to a refund. oOnly include amounts that are currently refundable and have not been forfeited or reissued. 2. Called, matured, and/or currently redeemable bonds issued by the city oRecords of refundable amounts related to surety bonds, sheriff bonds, construction or public works bonds, and similar financial instruments where the obligation has matured or been fulfilled and the original depositor is due a refund. oInclude bond identifiers, dates of maturity, depositor information, and refund eligibility status. 3. Any financial spreadsheet, ledger, or other record of the active cash and cash-convertible sureties and escrow accounts maintained by the City for financial instruments posted or deposited with the City by companies to ensure completion of private-sector residential or commercial construction projects oThis includes deposits or financial instruments related to subdivision infrastructure, zoning compliance, or development guarantees. oPlease only include accounts where the funds have not been refunded and are still eligible for return to the original company or depositor. 4. Amounts on deposit with the City that are held in trust for recipients whose whereabouts are unknown, including instances where payments were attempted but undeliverable •This may include: oEminent domain proceeds oTax refunds or overpayments oRestitution or court-ordered disbursements oForeclosure sale surpluses oMatured bond proceeds oProceeds from auctions of lost or abandoned property oFailed electronic funds transfers (EFTs)
1/23/2025	PIA2025-55	Lori Kier	Copies of any agreements or contracts between the City of Seabrook (or any of its authorities, boards or commissions) and American Acryl and/or Nippon Shokubai America Industries, Inc. and/or Arkema, Inc. for the discharge of wastewater or sewage into or through the City of Seabrook Wastewater Treatment Facility, including but not limited to any Industrial User Agreements such as those documenting local limits, entered into between 2005 to the present. For each such agreement, copies of any reports submitted to the City of Seabrook by any of the listed entities as required by the agreement(s) from 2015 to the present.
2/4/2025	PIA2025-78	Lori Kier	Please indicate whether the City of Seabrook (City) has established a pretreatment program for its wastewater treatment plant (WWTP), pursuant to 40 CFR Part 403 or any other authority. If the City currently has a pretreatment program, please provide a list of all industrial users that have been permitted to discharge through the City's WWTP since 2015. Also indicate the date that the City's pretreatment program was approved by TCEQ and provide approval documentation.
11/7/2025	PIA2025-1037	Lorin Dollar	Separation Systems Consultants, Inc. (SSCI) is currently conducting the Phase I Environmental Site Assessment for the property located at 3901 NASA Parkway in Seabrook. The current ASTM Practice E1527 Standard Practice of Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items: •Permit summary (date, type of permit, applicant/tenant) or available permits from construction to present. Upon review of a permit summary, we may request review of individual permits. •Construction date (current building, previous buildings if applicable) •List of tenants which have occupied the subject property •Permits of environmental concern (petroleum storage tanks, septic systems, oil/water separators) •Oldest and most recent site layout plan from the subject property if available •Erosion control plans on record for the subject property •Record violations or complaints registered against the subject property •Relevant information regarding historical development and former use/occupancy at the subject property •Environmental property use limitations/restrictions related to contamination and/or other environmental conditions at the subject property (e.g., environmental deed restrictions, groundwater use restrictions, methane zones) •Records regarding hazardous materials usage/storage/incidents or known environmental concerns/contamination which may have affected the property, •Records regarding aboveground or underground storage tank (UST) systems, which are currently or historically located at the property. •Records of fire inspections at the subject property. •Record of septic systems installation and repairs at the subject property, and/or •Records of wells in connection with the subject property.

3/6/2026	PIA2026-226	Maria Orellana	ATTN: Open Records (James) This is a request to find out if there has been any domestic Violence or 911 calls for service log made to the address below within the listed dates below, The disclosure of any family violence calls to a prospective foster home is required by minimum standards. Any documentation that you will be able to provide our agency with will be greatly appreciated. We are also willing to receive de-identified or "blackened" records for confidentiality purposes. Please accept this document as a formal request for a Domestic Violence inquiry for this home: Call History is requested for the listed address below: 3410 Nasa Pkwy Apt 113 Seabrook Texas 77586 Date: -3/10/2025-8/18/2025 If possible, I would like to receive the record information as soon as it can be available. They can be emailed to: morellana@safehavencommunityservices.org or faxed to (713-541-1884). If you have any additional questions, concerns, and/or comments, please feel free to contact me at (281)-965-9255 Thank you,
7/30/2024	PIA2024-587	Maribeth Platis	Good morning, I am conducting a Compensation Study for the Town of Kiawah Island, SC. As part of the study, we are requesting your current actual salaries for the following positions. ☐ Town Administrator/Manager ☐ Treasurer/Finance Director ☐ Public Safety Director ☐ Public Works Director ☐ Planning Director ☐ Building Official ☐ Communications/Public Affairs Director Please let me know if you have any questions. We are looking to receive this information as soon as possible. Thank you, Maribeth Platis
12/11/2024	PIA2024-907	MarieJim Lacsina	To Fire Department We are conducting a property condition assessment of 2800 Nasa Road 1, Seabrook. In regard to this property: •Are there open, unresolved fire code violations on file for the property? (If yes, please provide us details.) •Does the department conduct regular, routine code compliance inspections of this type of property? (if yes, please provide the date of the most recent inspection.) Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.
12/11/2024	PIA2024-905	MarieJim Lacsina	To Building Department We are conducting a property condition assessment of 2800 Nasa Road 1, Seabrook. In regard to this property: •Are there open, unresolved building code violations on file for the property? (If yes, please provide us details.) •Does the department conduct regular, routine code compliance inspections of this type of property? (if yes, please provide the date of the most recent inspection.) •Please provide us with the current Certificate(s) of Occupancy for the property. Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.
12/11/2024	PIA2024-906	MarieJim Lacsina	To Building Department We are conducting an environmental assessment of 2800 Nasa Road 1, Seabrook. In regard to this property: •Are you aware of any environmental issues at or adjacent to the property? If yes, please provide us details. •Are you aware of any petroleum, chemical, or hazardous waste storage tanks that are active or have been installed, removed, or closed located on the property? If yes, please forward copies of all permits, inspection reports, closure documentation, etc. •Are you aware of asbestos or lead paint abatements conducted on the site? If yes, please forward copies of all permits, inspection reports, documentation, etc. regarding same. Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.
12/11/2024	PIA2024-908	MarieJim Lacsina	To Fire Department We are conducting an environmental assessment of 2800 Nasa Road 1, Seabrook. In regard to this property: •Does the department have records of any active or inactive above or underground storage tanks at the property? If yes, please provide tank details and copies of any documents/reports regarding same. •Is the department aware of any leaking above or underground storage tanks on or around property? If so, please provide copies of any documents/reports regarding same. •Does the department have any records of hazardous, toxic, or flammable materials or wastes used or stored at the property? If so, please provide details and copies of any related records. •Have you responded to any fires or hazardous materials spills on or around the property? If so, please provide details and copies of any related records. Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.
1/7/2026	PIA2026-19	Marissa Blomstrom	I am requesting copies of any and all records related to the property located at 1765 Hialeah Dr. Seabrook, TX 77586, including but not limited to: • Building permits, renovation permits, repair permits, or certificates of occupancy • Records of flooding, water intrusion, storm damage, or remediation, including any records related to Hurricane Ike (2008) • Inspection reports, code enforcement records, violations, complaints, or citations • Records of mold remediation, water damage remediation, or environmental health assessments • Fire marshal, health department, or environmental department records related to the property • Records of insurance-related repairs submitted to or reviewed by the City • Records of inspections or approvals following any flood, storm, or water damage events • Any correspondence (emails, letters, internal notes) between City departments regarding the condition, habitability, or repair of the property This request includes records held by any City department, including but not limited to Building, Permits, Code Enforcement, Planning, Health, Environmental, Fire Marshal, or Engineering. If any requested records do not exist, please indicate that in writing. If any portion of this request requires redaction or a court order, please identify the specific records withheld and the legal basis for withholding.
3/27/2025	PIA2025-244	Marissa Leavitt	I need the information regarding the permits for the new residential build for 2706 Carmel Woods Dr. Seabrook, TX 77586.
3/25/2025	PIA2025-236	Marissa Leavitt	I need the New Residential Construction permit documents for 2822 Carmel Woods Dr. It should have been issued in November of 2014.
4/2/2025	PIA2025-258	Marissa Leavitt	I need all documents, permits, and fees associated with the new residential builds at the addresses of 2810 Sea Ledge Dr. Seabrook, TX 77586 and 4139 Lakepointe Forest Dr. Seabrook, TX 77586

10/23/2025 PIA2025-976 Marissa Leavitt

Subject: Public Information Request — City-Issued or City-Reimbursed Devices and Communication Methods

Dear City Secretary,

Pursuant to the Texas Public Information Act, Chapter 552 of the Texas Government Code, I respectfully request the following records for the period January 1, 2024 through the present:

- 1.Device and Communication Stipends
 - *Records, invoices, reimbursement forms, or payroll entries showing any stipends, reimbursements, or payments made by the City of Seabrook for cell phone usage, internet service, or satellite connectivity (including but not limited to Starlink or other broadband providers) for Mayor Jim Sweeney and EDC President Paul Dunphey.
 - *Include any policies, resolutions, or agreements that authorize such reimbursements or device allowances.
- 2.City-Issued or Subsidized Devices
 - *Records identifying whether either Jim Sweeney or Paul Dunphey have been issued, assigned, or reimbursed for city-owned or city-funded mobile phones, tablets, laptops, or desktop computers during the requested period.
 - *Serial numbers, service providers, or descriptions of these devices, if available.
- 3.Communications Platform Access
 - *Documentation showing whether Mayor Sweeney or EDC President Dunphey have access to official city social media accounts or log in from city-owned or subsidized devices (e.g., via assigned credentials, account roles, or administrative rights).
 - *Records reflecting device type or network source (IP, city Wi-Fi, or mobile carrier) used for City-related Facebook posts or communications made on or around October 19–21, 2025, particularly those referencing the “Save Seabrook” meme or local business “Margarita Jones.”
- 4.Usage or Connectivity Records
 - *Any monthly service summaries or IT logs (redact personal numbers if necessary) indicating whether the communications between Mayor Sweeney and EDC President Dunphey regarding “Margarita Jones” or “Save Seabrook” were transmitted over city-funded networks, devices, or data plans.

Please provide responsive records in electronic form (PDF, DOCX, or email export).
If certain items are exempt or require clarification, please advise and produce the remainder on a rolling basis as they become available.

Thank you for your attention to this matter.

3/27/2025 PIA2025-243 Marissa Leavitt
10/23/2025 PIA2025-977 Marissa Leavitt

I need the information regarding all of my permits when we built our home. The address is 2710 Carmel Woods Dr. Seabrook, TX 77586

Pursuant to the Texas Public Information Act, I respectfully request the following records:

- *Any phone records, audio recordings (if available), or official phone logs of incoming calls from Patrick Lindsey to Gayle Cook related to complaints about Save Seabrook’s use of Margarita Jones’ sign.
- *Any text messages or emails between Patrick and Gayle concerning the same topic.
- *If Gayle returned any calls to Patrick regarding this matter, please include those records as well.

For privacy purposes, you may redact the majority of phone numbers or other personal identifying information as appropriate.

Thank you for your assistance.

11/25/2025 PIA2025-1093 Marissa Leavitt

To Whom It May Concern,

Pursuant to the Texas Public Information Act (Texas Government Code Chapter 552), I respectfully request the following records related to the median installation project at NASA Rd 1 and Lakeside Dr:

-
- 1.All email correspondence between the City and the Texas Department of Transportation (TxDOT) regarding the planning, design, funding, construction, or installation of the new median on NASA Road 1.
 - *Please include emails, attachments, plans, drawings, diagrams, design documents, engineering files, memos, and any other related communications or materials.
-
- 2.All documents showing whether the City contributed any funding—in any form—to TxDOT for this median project.
 - *This includes agreements, interlocal agreements, cost-sharing arrangements, payments, invoices, correspondence, or internal memos discussing proposed or actual funding participation.

If any responsive records exist in electronic format, I prefer to receive them electronically via email or downloadable link.

If you believe any portion of the requested information is exempt from disclosure, please release the non-exempt portions and provide the specific legal basis for any withheld records.

Thank you.

10/21/2025 PIA2025-965 Marissa Leavitt

Subject: Public Information Request – Complaints Regarding “Save Seabrook” Meme / Margarita Jones Sign

Dear Public Information Officer,

This is a request for public information made under the Texas Public Information Act, Chapter 552 of the Texas Government Code.

I am requesting the following records:

1. All complaints, communications, or correspondence received by the City of Seabrook, the Office of the Mayor, or any city staff or council member regarding the “Save Seabrook” meme that depicts or references the Margarita Jones business sign.
2. This includes any communications that claim residents, businesses, or the Margarita Jones restaurant “complained” or “took issue” with the meme or its use.
3. Please include:
 - The date and time of each complaint or communication,
 - The sender and recipient(s),
 - The method of communication (email, social media, phone log, in-person report, etc.), and
 - The content of the message in its original form (i.e. not transcribed)
4. Please include any related communication between the Mayor, City Council members, or city staff and representatives of Margarita Jones regarding the meme, complaints about it, or public reaction.
5. The date range for this request is October 15 - October 20 (2025)to the present.
6. It is not to include comments on Jim Sweeney’s post about Save Seabrook/Margarita Jones.

If any responsive records are withheld, please provide the specific section(s) of the Texas Government Code under which the City claims an exception.

Electronic copies (PDF, email export, or screenshots) are preferred and may be sent to:
[REDACTED]

12/31/2024 PIA2024-944 Mark Charles Gilliam

I would like a copy of all of the home builders contact information that built houses in the city for the past 5 years.

12/31/2024 PIA2024-943 Mark Main

Seeking any records pertaining to an event in the vicinity of 1210 Bayport Blvd, Seabrook, TX 77586 between the dates of 9/3/24 and 9/6/24 in which Centerpoint Energy property sustained damage. Please advise whether or not you have any records matching this criteria.
The Claims Center, LLC is the third party claims administrator retained by Centerpoint Energy to research and recover claims for damage to property.

4/14/2026 PIA2026-344 Mark Zurada

Dear Seabrook city,
This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:
recordrequest+21670.1776168028950@govrecordrequest.com
Records requested:
Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Wastewater System Infrastructure Retrofit – Pine Gully WWTP' that was submitted on 11/04/2021. I believe the project number is '2021-10-301', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.
Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:
BIDDER 1BIDDER 2
Item #MaterialQuantityUnitUNIT PRICETOTALUNIT PRICETOTAL
1
GRAND TOTALGRAND TOTAL
Common law access / Public interest justification / Fee waivers:
My public interest justification is as follows:
•Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds.
•Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts.
•Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting.
•Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.
Attestations:
•I am a citizen of the United States and affirm my full name and contact information is true and correct.
•I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States.
•I, or another person, will use the requested government records for a commercial purpose; however, the responsive records themselves will be posted online and made available to the public free of charge.
•I am not seeking records in connection with a legal proceeding.
Compliance Matters:
Should you need it, my mailing address is 66 Main St #55, Farmingdale, NJ 07727, and my phone number is (732) 444-7051. For any compliance matters or other questions *not related* to the responsive record, please email our general counsel at legal[at]govrecordrequest.com. Please do not send responsive records to that address.
Thank you!

3/10/2026 PIA2026-236 Mark Zurada

Records requested:
Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'SEASCAPE WATER LINE' that was submitted on 01/30/2025. I believe the project number is '2024-17-342', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.
Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:
BIDDER 1BIDDER 2
Item #MaterialQuantityUnitUNIT PRICETOTALUNIT PRICETOTAL
1
GRAND TOTALGRAND TOTAL
Common law access / Public interest justification / Fee waivers:
My public interest justification is as follows:
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•Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting.
•Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.
Attestations:
•I am a citizen of the United States and affirm my full name and contact information is true and correct.
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•I am not seeking records in connection with a legal proceeding.
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3/11/2026 PIA2026-240 Mark Zurada

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'CAROTHERS GRADING AND DRAINAGE PROJECT' that was submitted on 10/29/2024. I believe the project number is '2024-11', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL						GRAND TOTAL	

Common law access / Public interest justification / Fee waivers:

My public interest justification is as follows:

- Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds.
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- Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.

Attestations:

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- I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States.
- I, or another person, will use the requested government records for a commercial purpose.
- I am not seeking records in connection with a legal proceeding.

Compliance Matters:

Should you need it, my mailing address is 66 Main St #55, Farmingdale, NJ 07727, and my phone number is (732) 444-7051. For any compliance matters or other questions *not related* to the responsive record, please email our general counsel at legal[at]govrecordrequest.com. Please do not send responsive records to that address.

3/26/2026 PIA2026-287 Mark Zurada

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670.1774527284538@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Lakewood Yacht Club Drive' that was submitted on 06/01/2023. I believe the project number is '2023-04-338', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL						GRAND TOTAL	

Common law access / Public interest justification / Fee waivers:

My public interest justification is as follows:

- Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds.
- Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts.
- Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting.
- Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.

Attestations:

- I am a citizen of the United States and affirm my full name and contact information is true and correct.
- I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States.
- I, or another person, will use the requested government records for a commercial purpose; however, the responsive records themselves will be posted online and made available to the public free of charge.
- I am not seeking records in connection with a legal proceeding.

Compliance Matters:

Should you need it, my mailing address is 66 Main St #55, Farmingdale, NJ 07727, and my phone number is (732) 444-7051. For any compliance matters or other questions *not related* to the responsive record, please email our general counsel at legal[at]govrecordrequest.com. Please do not send responsive records to that address.

Thank you!

Yours faithfully,

Mark Zurada Esq.

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1763058078477@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for "Taylor Lake Water Line Crossing at Red Bluff" that was submitted on 07/27/2023. I believe the project number is "2023-20-337", but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	□	□	□	□	□	□	□
GRAND TOTAL				□	GRAND TOTAL	□	□

Common law access / Public interest justification / Fee waivers:

My public interest justification is as follows:

- Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds.
- Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts.
- Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting.
- Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.

Attestations:

- I am a citizen of the United States and affirm my full name and contact information is true and correct.
- I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States.
- I, or another person, will use the requested government records for a commercial purpose.
- I am not seeking records in connection with a legal proceeding.

Compliance Matters:

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Thank you!

Yours faithfully,

Mark Zurada Esq.

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'FY25 SIDEWALK REMOVAL AND REPLACEMENT PROJECT' that was submitted on 12/03/2024. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

My public interest justification is as follows:

- Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds.
- Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts.
- Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting.
- Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.

Attestations:

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Compliance Matters:

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This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1764743824306@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Waterway Outfall Replacement Project' that was submitted on 05/05/2022. I believe the project number is '2022-04', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL							

Common law access / Public interest justification / Fee waivers:

My public interest justification is as follows:

- Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds.
- Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts.
- Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting.
- Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending.

Attestations:

- I am a citizen of the United States and affirm my full name and contact information is true and correct.
- I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States.
- I, or another person, will use the requested government records for a commercial purpose.
- I am not seeking records in connection with a legal proceeding.

Compliance Matters:

Should you need it, my mailing address is 66 Main St #55, Farmingdale, NJ 07727, and my phone number is (732) 444-7051. For any compliance matters or other questions *not related* to the responsive record, please email our general counsel at legal[at]govrecordrequest.com. Please do not send responsive records to that address.

Thank you!

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Infrastructure Retrofit – Lift Station and Force Main Utilities' that was submitted on 11/04/2021. I believe the project number is '2021-11-301', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1**BIDDER 2**

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	□	□	□	□	□	□	□
GRAND TOTAL				□	GRAND TOTAL	□	□

Common law access / Public interest justification / Fee waivers:

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Thank you!

10/14/2025 PIA2025-935 Mark Zurada Esq

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1760412089476@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'OLD STATE HWY 146 INTERCONNECT' that was submitted on 11/14/2024. I believe the project number is 'CSB 2024-08-336', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL					GRAND TOTAL		

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Thank you!

Yours faithfully,

Mark Zurada Esq.

11/26/2025 PIA2025-1096 Mark Zurada Esq.

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Todville Side Street Asphalt Overlay' that was submitted on 09/22/2022. I believe the project number is '2022-23-330', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL					GRAND TOTAL		

Common law access / Public interest justification / Fee waivers:

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Compliance Matters:

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Thank you!

Yours faithfully,

Mark Zurada Esq.

3/2/2026PIA2026-200Mark Zurada Esq.

TPIA Request: MAIN STREET WASTEWATER TREATMENT PLANT DEMOLITION

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:
recordrequest+21670+1772194186644@govrecordrequest.com <mailto:recordrequest+21670+1772194186644@govrecordrequest.com>

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'MAIN STREET WASTEWATER TREATMENT PLANT DEMOLITION' that was submitted on 10/30/2025. I believe the project number is '2025-14-422', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2
Item #MaterialQuantityUnitUNIT PRICETOTALUNIT PRICETOTAL
1
GRAND TOTALGRAND TOTAL

Common law access / Public interest justification / Fee waivers:

My public interest justification is as follows:

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- *I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States.
- *I, or another person, will use the requested government records for a commercial purpose.
- *I am not seeking records in connection with a legal proceeding.

1/9/2026PIA2026-30Mark Zurada Esq.

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:
recordrequest+21670+1767961815611@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Pine Gully Waste Water Treatment Plant Phase 1A' that was submitted on 04/04/2019. I believe the project number is '2018-301-01', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2
Item #MaterialQuantityUnitUNIT PRICETOTALUNIT PRICETOTAL
1
GRAND TOTALGRAND TOTAL

Common law access / Public interest justification / Fee waivers:

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Compliance Matters:

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Thank you!
Yours faithfully,
Mark Zurada Esq.

1/12/2026 PIA2026-36 Mark Zurada Esq.

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1768177324856@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Marvin Circle Paving and Water Line Improvements' that was submitted on 03/14/2019. I believe the project number is '2019-311-01', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL					GRAND TOTAL		

Common law access / Public interest justification / Fee waivers:

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Thank you!

Yours faithfully,

Mark Zurada Esq.

11/14/2025 PIA2025-1059 Mark Zurada Esq.

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1763154751715@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for '2023 Shady Lake Waterline Replacement Project' that was submitted on 07/20/2023. I believe the project number is '2023-10', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL					GRAND TOTAL		

Common law access / Public interest justification / Fee waivers:

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Thank you!

Yours faithfully,

Mark Zurada Esq.

1/8/2026 PIA2026-26 Mark Zurada Esq.

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1767863941735@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Pine Gully and Hester's Gully Water Line Improvements' that was submitted on 07/09/2019. I believe the project number is '2019-314-01 and 2019-315-01', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL					GRAND TOTAL		

Common law access / Public interest justification / Fee waivers:

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Thank you!

Yours faithfully,

Mark Zurada Esq.

1/7/2026 PIA2026-22 Mark Zurada Esq.

Dear Seabrook city,

This is a request for public records made under TPIA and the common law right of access. Please confirm receipt of this message. Kindly send all responsive documents electronically — either by replying directly or emailing the address below. This unique address helps me organize my requests, so please use it exactly as shown:

recordrequest+21670+1767767354108@govrecordrequest.com

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'NASA 1 and Old Seabrook Water Line Improvements' that was submitted on 07/09/2019. I believe the project number is '2019-313-01 and 2019-312-01', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2

Item #	Material	Quantity	Unit	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1							
GRAND TOTAL					GRAND TOTAL		

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Thank you!

Yours faithfully,

Mark Zurada Esq.

2/23/2026PIA2026-181Mark Zurada Esq.

Records requested:

Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'EAST MEYER AVENUE IMPROVEMENTS' that was submitted on 01/21/2026. I believe the project number is '2025-25-346', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.

Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid:

BIDDER 1BIDDER 2
Item #MaterialQuantityUnitUNIT PRICETOTALUNIT PRICETOTAL
1.....
GRAND TOTALGRAND TOTAL

Common law access / Public interest justification / Fee waivers:

My public interest justification is as follows:

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Thank you!

Yours faithfully,
Mark Zurada Esq.
April 12th. Motorcycle accident

5/2/2025PIA2025-348Marsha Clark

PIA2025-348

2/6/2025PIA2025-89Mary Litson
5/14/2025PIA2025-406Mary Litson
4/22/2025PIA2025-313Mary Litson
8/14/2024PIA2024-644Mary Sheehan
2/16/2026PIA2026-157Maryana Almeida

If building permits have been submitted or issued for the Camp Casa Mare Port & Starboard Dormitories at address 4810 Todville Rd. If so, I would like the date of issue and the contact information for the applicant. Thanks!
If building permits have been submitted or issued for the Camp Casa Mare Port & Starboard Dormitories at address 4810 Todville Rd. If so, I would like the date of issue and the contact information for the applicant. Thanks!
If building permits have been submitted or issued for the Quiet Warehousing project at address 5815 Old Hwy 146. If so, I would like the date of issue and the contact information for the applicant. Thanks!
Michael Patrick sheehan
Maryana Almeida
2/5/26
SBPD2020-001549

4/30/2024PIA2024-335Matt Ditman
9/30/2025PIA2025-875Matt Ledbetter

Please provide a copy of (i) the Seabrook Civil Service Local Rules & Regulations, and (ii) any Meet & Confer Agreements between Seabrook and Seabrook police, fire, or both.
Hello, I would like to see some documentation in regards to the rain water drainage plan for the residential development by BayWay Homes called Lake Mija Village Section 4. This development is located north of Lake Mija Court, south of Red Bluff Rd, and west of Friendship Park (1401 Friendship Trails). I am interested in seeing maps with pond locations and engineering studies that calculate the requirements of the rain water drainage plan. Thank you.

5/13/2025PIA2025-401Matt Lopez

I would like to respectfully request any available as-built record drawings for water, wastewater, and storm sewer that you may have for my 811 Ticket # 2562616530. My project limits are the intersection of Red Bluff Road and Old Hwy 146. The project continues east for approximately 6,515 FT. Any records that fall within the City of Seabrook city limits would be greatly appreciated. I currently have a screen shot of the GIS provided by Brian Craig.

5/22/2024PIA2024-398Maxwell Clarke

Hello, thank you so much for your response to my previous request, PIA2024-245, it was extremely helpful! The only thing missing is the lists of voters voting by mail or absentee in the 11-07-2023 Seabrook municipal election. I would like to include that in this new request. In addition, I would like to request the following records for the most recently conducted election for the City of Seabrook with municipal CANDIDATES on the ballot: 1. Official results, 2. Number of registered voters at the time of the election, 3. Lists of all voters having voted in the election (including early, absentee/by mail, and on election day). I am always available at 310-502-3531 or email me at this address with any questions. Thank you again!

5/29/2024	PIA2024-412	Maxwell Clarke	Thank you for your message! I did receive the files your office provided. As I said in my email, because the county did not administer the election for the city, I do not believe they will have any information. I previously requested equivalent data from county election administrators for jurisdictions running their own elections and was told that only the jurisdictions themselves were responsible for this kind of information. I will reach out to Harris County to be certain, but as your office was the administrator of the election, you should have this information archived. I would very much appreciate if you would look through your records again to see what you may have in the event that Harris County has no such data. I am copying the data I am looking for again. Thank you! •11-07-2023 Election oLists of voters voting by mail •05-07-2022 Election oNumber of registered voters at the time of the election •06-11-2022 Election oNumber of registered voters at the time of the election Sincerely, Maxwell Clarke
3/28/2024	PIA2024-245	Maxwell Clarke	Hello, I am conducting research on local elections at the University of Florida. I would like to request the following records for the most recently conducted election for the City of Seabrook where voters actually cast ballots for municipal races: 1.Official results 2.Registered voter numbers at the time of the election 3.Lists of all voters having voted in the election Please feel free to call me at 310-502-3531 or email me at this address. Thank you!
5/22/2024	PIA2024-399	Maxwell Clarke	"Hello, thank you so much for your response to my previous request, PIA2024-245, it was extremely helpful! The only thing missing is the lists of voters voting by mail or absentee in the 11-07-2023 Seabrook municipal election. I would like to include that in this new request. In addition, I would like to request the following records for the 05-07-2022 Seabrook municipal general election: 1. Number of registered voters at the time of the election, 2. Lists of all voters having voted in the election (including early, mail, and election day). I would also like to request the following records for the 06-11-2022 Seabrook municipal runoff election: 1. Final official results, 2. Number of registered voters at the time of the election, 3. Lists of all voters having voted in the election (including early, absentee/by mail, and on election day)."
8/3/2025	PIA2025-676	Maxwell Clarke	Hello, I am conducting local election research at the University of Florida's Election Lab. Could you provide me with the number of registered voters eligible to vote in the May 3, 2025, municipal election for Seabrook? Please feel free to call me at 310-502-3531 or email me with any questions. Thank you! Sincerely, Maxwell Clarke
9/16/2025	PIA2025-848	Mayra arraz	thank you for your time. I am seeking the square footage of this home and if there was any permits for the attached guest house that was built to make sure that it is done by code and no future harm could come from that attachment such as Electrical, etc., or was the best guest house above the garage built and included in the design and built with the builder anything we could have on the plans that are original would be very helpful. Thank you so much. MLS https://www.trulia.com/home/1626-old-orchard-ln-seabrook-tx-77586-52419411?cid=shr%7Capp_ios_main_phone%7Cbuy%7Cpdp_share
3/1/2026	PIA2026-199	Melanie Deemer	I would like a copy of the Seabrook Voter Rolls for the 2025 election. Thank You, Melanie Deemer
3/17/2026	PIA2026-263	Melanie Deemer	Please send me the most recent list of the voters who have filed an application for a mail in Ballot for the May 2026 Election. Thank you so much!
9/10/2025	PIA2025-835	Melissa	Thomas Nolin 11-01-1948 2018 Tiffin Motorhome Open Road NHP2027 1F66F5DY5J0A03809 16931738 Multiple claims of vandalism to different units located at Sports Shed Boat & RV Storage, located at 2129 Seabrook Cir, Seabrook, TX 77586. DATE:8-2-2025 TIME:1:00:16
3/5/2025	PIA2025-182	Melissa	TUCKER, JEREMY F 05-16-1975 2021 FORD F150 PPY3985 1FTFW1E5XMFB08969 LOCATION: HWY 146 AND REPSDORPH SEABROOK TX HARRIS COUNTY REQUESTING: OFFICER BODY CAM VIDEOOFFICER DASH CAM VIDEO PHOTOGRAPHSOFFICER NOTES911 CALL LOG911 AUDIO RECORDING DATE:2-25-2024 TIME:8:15:36 REPORT# 2024-101641

9/15/2025	PIA2025-844	Melissa	REQUESTING Criminal Mischief (Vandalism) REPORT Kurt Restemyer 04-13-1961 2018 Thor Motor Coach Aria SRY1373 4UZACHFC3JCKD1686 12893069 Sports Shed Boat & RV Storage 2129 Seabrook Circle Seabrook, TX 77586 281-474-2091 space #840 DATE:9-11-2025 REPORT# SBPD 2025-01082
11/19/2025	PIA2025-1070	Melissa	WILLIAM J KIRK 10-28-1964 2014 TOYOTA CAMRY 4T1BF1FK3EU428906 03849857 OPEN RECORDS REQUEST:-BODYCAM FOOTAGE-DASHCAM FOOTAGE-----NASA PARKWAY, 77586 SEABROOK, TX HARRIS, USA DATE:11-14-2025 TIME:20:30:16
3/28/2025	PIA2025-246	Melissa Randolph	A request for police callouts on 03/21/2025 at the residence 2000 Bahama Drive Seabrook Tx 77586 from dates 07/01/2024 -- Present.
6/24/2024	PIA2024-481	Michael (Xiaoyu) Zhang	We're conducting a Property Condition Assessment for above-mentioned property, and would like to seek for your assistance to obtain below regulatory compliance information: 1. Any information pertaining to violations associated with this property in "Building Codes" , "Fire or Life Safety", and "Zoning". 2. Any other violations Your timely response would be greatly appreciated. Michael
7/22/2024	PIA2024-558	michael DiNicolantonio	I would like a record of all complaints made at 1611 lake arbor drive 77586 for the past five years.
4/6/2024	PIA2024-278	Michael Retherford	incident number 2024-179275
5/23/2025	PIA2025-434	Michael Yeager	Need copy of most recent permit to install HVAC mechanical in apartment #6 at 1914 Larrabee street. The serial numbers indicate the ac was manufactured in 2022 so the permit would post date these dates. See images below Ty Mike
7/23/2024	PIA2024-565	Michele Reed	I am trying to obtain a copy of the certificate of liability insurance for the company Gulf Coast Limestone. Does the city keep these records for permitting, licensing or registration? If so, do you have any information on this contractor?
7/7/2025	PIA2025-573	Michelle Alexander	My name is Michelle Alexander and my stepbrother, Robert Causell, was involved in a car accident the morning of July 5th. He was struck on highway 1? while trying to retrieve a fishing pole out of the road. We, the family, are trying to gather more information regarding the events of that morning. Robert passed this afternoon and family is trying to understand what happened. It is my understanding that B. Escivale #5567 was the officer in charge. The incident number is SBPD202500795.
3/4/2026	PIA2026-212	Michelle Hooks	I am looking for a city ordinance that speaks to not riding bicycles on sidewalks or roadways. Additionally, I am looking for an and all city ordinances that speak to ebikes.
11/11/2025	PIA2025-1053	Michelle Stair	Publicly available information in the personnel file related to Officer Jose L Martinez III, employed with Seabrook PD from July 2025 to present: including but not limited to commendations, performance ratings, employment history, any disciplinary actions or complaints, and any internal investigation records
1/18/2026	PIA2026-61	Mike Belt	I would like public information about a house fire that occurred between Oct 17-Oct 18, 2025 at 1905 Brookwood Ct, Seabrook, TX 77586. I don't know if I need to contact the Seabrook Fire Dept. Please let me know if I need to inquire elsewhere. Thanks
10/28/2024	PIA2024-825	Mike Dean	I would like to request a copy of the Memorandum of Understanding (MOU) with Texas Essential Housing Public Facility Corp for the Regatta Bay, located at 2555 Repsdorph Rd # 240, Seabrook, TX 77586. Thanks.
12/3/2024	PIA2024-887	Mike Owen	I would like any information on the house fire on Quintana Roo Place that occurred on or about October 14 of 2024. Specifically the cause of the fire if it's been determined. I believe the actual address is 717 Quintana Roo Place, Seabrook, TX 77586. It involved about 5 different fire departments from the area.

6/11/2025	PIA2025-487	Mike Vichich	Dear Public Records Officer, I am writing to request access to and copies of records under the Texas Public Information Act (Tex. Gov't Code § 552.001 et seq.). Specifically, we are requesting electronic records of all purchase orders issued by the City of Seabrook from January 1, 2020, through March 31, 2025, across all departments. For each purchase order, please include: - Contract number or purchase order number (or comparable identifier such as invoice, check number, or internal ID) - Purchase date - Vendor details (name, ID, address, contact person, email address) - Line item description - Line item quantity - Line item price/amount - Contract start and end dates (if applicable) - Contract signatory (if available) - Yes / No for competitive process. If not, please indicate reason Additional clarifications: - If vendor names are represented by codes, please provide the vendor list matching those codes. - Providing raw electronic purchase orders without additional compilation is acceptable if more convenient. - Electronic records are preferred, without copying, scanning, or printing. - If this request has reached the wrong department, please forward it to the appropriate individual and inform me of their contact information. - Should you deny any part of this request, please specify your reasoning clearly, citing relevant exemptions under Texas Public Information Act (Tex. Gov't Code § 552.001 et seq.), and release any segregable, non-exempt portions. For your convenience and security, please upload responsive documents using this unique link: https://recordsretrievalsolutions.com/upload/eyJbnRpdHlfaWQiOiI2NWE2MDNmZWm3NjlmYTE2ZjY1OTliZDYiLCJ0aW1lc3RhbnXAiOjE3NDczNDc3OTkyODJ9 If we can provide further information or clarification, please contact mike@recordsretrievalsolutions.com <mailto:mike@recordsretrievalsolutions.com> . Sincerely, Mike Vichich 112 South Main Street Suite B Ann Arbor, MI 48104
4/15/2025	PIA2025-295	Mirjam B Soth & Nemo Jackson	Hello - I would like to request a copy of the Construction Drawings/Utilities Drawing for the Searidge Subdivision(WW Plans) from when the neighborhood was being built, specifically 921 Bay Sky Way. Please let us know if have any questions. Thank, Brenna Soth & Nemo Jackson
12/5/2025	PIA2025-1120	MJ Hellail	Good morning. Can I ask you to kindly send me the billing statement for the Seabrook Center (2100 Nasa Pkwy) the Year 2025 from Jan – Nov 2025 urgently. If you can send me the actual copy of each bill that would be greatly appreciated. 06-0096-01: 2100 E Nasa Pkwy A - Water 25-0569-01: 2100 E Nasa Pkwy A – Trash
12/10/2024	PIA2024-903	Mr. Shannon Jones	I am looking to request records pertaining to a property. The name of the property is Villas by the Bay at 2800 Nasa Road 1 Seabrook TX 77586. Parcel number(s): 0410080090091 Here are the records I am looking to request: -Any currently open zoning code violations for the property -Any currently open building code violations for the property -Any currently open fire code violations for the property -Any available zoning use permits, site plans, or variances on file for the property -Any available certificates of occupancy on file for the property Thanks!
12/9/2025	PIA2025-1134	nakera johnson	Good afternoon, I'm reaching out to see if there are any open or recently issued building permits for the property located at: 3300 TOWERS BOULEVARD, SEABROOK, TX 77586 Specifically, I'm looking to obtain the permit number and the general contractor listed on the permit. Thank you in advance for your help!
1/7/2026	PIA2026-23	nakera johnson	I'm reaching out to see if there are any open or recently issued building permits for the property located at: 1850 E MEYER AVE, SEABROOK, TX Specifically, I'm looking to obtain the permit number and the general contractor listed on the permit. Thank you in advance for your help!
11/5/2024	PIA2024-851	Nancy Fenton	I am trying to obtain a certificate of liability insurance for the company McBride Construction that covers the date 08/08/2024. They were working near/at 1106 Pinewood Ln. Does the city of Seabrook keep records of liability insurance for permitting, licensing or registration?
5/16/2024	PIA2024-390	Nancy Fenton	I am trying to obtain a certificate of liability insurance for the company Patriot Utility Services that covers the date 12/07/2023. They were working near/at 2513 Sawyer Dr. Does the city of Seabrook keep copies of liability insurance for permitting, licensing or registration?
8/8/2024	PIA2024-617	Nathan Cramer	I am working on behalf of CenterPoint Energy to obtain a copy of the certificate of general liability insurance for the contractor Metrocity, LLC/Metro City General Contractors that covers the date 02/07/2024 or latest on file.

8/15/2025 PIA2025-734 Nathan Taggart

From: Phase Engineering, LLC.
5524 Cornish Street
Houston, TX 77007
Requestor: Nathan Taggart
Records Request
Phase Engineering Job: 202508103

Phase Engineering LLC. is currently working on a Phase I Environmental Assessment of the property located at:

Address: 5801 Old Highway 146 (Approx. 4.34 acres off Old State Highway 146), Seabrook, TX 77586
Parcel ID: 0410080030100

□
We would like to request the following based upon the Freedom of Information Act:

Building Records: Please provide copies of all building permits submitted/approved, certificates of occupancy and building plans. The presence of above-ground (AST) or Underground (UST) service tanks.

Environmental Health Records: We would like to request any environmentally related information, such as notices of violation or complaints pertaining to incidents such as chemical spills or dumping. If there are fuel tank storage facilities, sample wells, septic tanks or grease traps located on the property.

Fire/UST Records: We are requesting any information you may have concerning the storage, use, handling or dispensing of flammable liquid storage tanks, hazardous materials, or liquefied petroleum gas storage or incidents of environmental concern such as fire or hazmat calls.

Please notify us of any charges before proceeding.

Please reply as soon as possible to: Nathan@PhaseEngineering.com or Call Nathan Taggart at 716-777-2120.

Thank you!

11/24/2025 PIA2025-1087 Nemo Jackson

Hello Nick,

Before in the previous email I was inquiring about a exterior face lift at the property but now I'm planning interior construction plans for The Furniture store moving in there now (Down BY The Bay Discount Furniture and Mattress)
My question is , they are occupying a few spaces and the one in question is the old bar space, Is there any way I could get some permit information and past drawings from the last space ? I think there might have been construction not reflected in whatever plans you all might have on file. I include the original plans, then existing plans and the new floorplan for this customers suite (My Drawings). I really want to investigate before I move forward with his full set.

The original email chain is attached.

10/1/2025 PIA2025-887 Nichole Smith

I am needing a date log of 9-1-1 calls from my previous address located at 2126 Willow Dell Dr, Seabrook, TX 77586 with a time period between 1/1/2021-12/31/2023. If there are details along with these records that I could receive, that would be most helpful. Otherwise, a date log is much appreciated. This request is urgent. Emailing me these is preferred.

1/28/2026 PIA2026-95 Oshea Smith

Dear Records Officer,

I hope you are doing well. Thank you for your time and for the work you do.

Pursuant to the Texas Public Information Act (Tex. Gov't Code § 552.001 et seq.), I am requesting an electronic summary of purchase orders (not the individual purchase orders themselves) issued by City of Seabrook from July 1, 2025 through December 31, 2025.

This report may also be referred to as an accounts payable summary, check summary, check register, or vendor analysis report. Any spreadsheet or report that lists vendor names, brief descriptions of purchases, and total amounts would be fully responsive to this request.

If available, please include:

Vendor name
Description of purchase or payment
Total price or amount paid

If vendor names are coded, please include the code key if it's easily available. We're happy to accept whatever form this data is already maintained in — raw exports or standard reports (Excel, CSV, or PDF) are perfectly fine.

If another department is better suited to handle this request, I'd appreciate it if you could forward it to them or share their contact information.

If any part of this request is withheld, please provide the specific statutory exemption and release all non-exempt portions.

Thank you again for your time and assistance. To ensure prompt follow-up, please send any correspondence regarding clarifications, or extensions to records@sunlightaccess.com.

Reference #: 65a603fec769fa16f6599bd6

Oshea Smith
215 N. Payne Street, STE 33025
Alexandria, VA 22314
records@sunlightaccess.com
www.sunlightaccess.com

4/14/2026	PIA2026-346	Oshea Smith	Dear Records Officer, I hope you are doing well. Thank you for your time and for the work you do. Pursuant to the Texas Public Information Act (Tex. Gov't Code § 552.001 et seq.), I am requesting any document that details payments to vendors issued for goods and contracted professional services rendered to City of Seabrook from 12/1/2025 through February, 28 2026. This document/report may also be referred to as an accounts payable summary, check summary, check register, check warrants, vendor payment summaries, expenditure/disbursement reports or vendor analysis report. Any spreadsheet or report that lists vendor names, brief descriptions of purchases, and total amounts would be fully responsive to this request. If available, please include: -Vendor name -Description of purchase or payment -Total price or amount paid If vendor names are coded, please include the code key if it's easily available. We're happy to accept whatever form this data is already maintained in — raw exports or standard reports (Excel, CSV, or PDF) are perfectly fine. If another department is better suited to handle this request, I'd appreciate it if you could forward it to them or share their contact information. If any part of this request is withheld, please provide the specific statutory exemption and release all non-exempt portions. To ensure prompt follow-up, please send any correspondence regarding clarifications, extensions, online portal access, and response letters to records@sunlightaccess.com and reference: FR:47075 Oshea Smith 215 N Payne St STE 33025 Alexandria, VA 22314 www.sunlightaccess.com
3/31/2025 4/1/2024	PIA2025-250 PIA2024-260	Paige James Patricia Montalvo	building plans for rebuild in 2002 Can you provide me with the new residential building permits for the month of March 2024? Thank you! I'M REQUESTING NEW RESIDENTIAL BUILDING PERMITS FOR AUGUST 2025. I'm requesting for all residential building permits for the month of December 2025. If possible, can you include the builder/contractor, job site address, subdivision, construction cost, & square footage? Thank you & Happy New Year! Can you provide the new residential building permits for the month of January 2025? If possible, can you include the builder/contractor, job site address, subdivision, construction cost, and square footage? Thank you! Good afternoon, Can you provide the new residential building permits for the month of April 2025? If possible, can you include the builder/contractor, job site address, subdivision, construction cost, and square footage? Thank you!
8/2/2025 11/1/2025 7/1/2025 2/2/2026 11/1/2024 12/1/2025	PIA2025-674 PIA2025-1000 PIA2025-555 PIA2026-110 PIA2024-840 PIA2025-1112	Patricia Montalvo Patricia Montalvo Patricia Montalvo Patricia Montalvo Patricia Montalvo Patricia Montalvo	Can you provide the new residential building permits that have been issued for the month of July 2025? If possible, can you include the builder/contractor, job site address, subdivision, construction cost, square footage, and permit number? I'm requesting for all building permits for the month of October 2025. If possible, can you include the builder/contractor, job site address, subdivision, construction cost, and square footage? I'm requesting the new residential building permits for the month of June 2025. If possible, can you include the builder/contractor, job site address, type of permit, subdivision, construction cost, and square footage? I'm requesting for all of the new residential building permits for the month of January 2026. If possible, can you include the builder/contractor, job site address, subdivision, construction cost, and square footage? Can you provide me with the new residential building permits for the month of October 2024? Can you provide me the new residential building permits for the month of November 2025? Thank you! Can you provide the new residential building permits for the month of September 2024? Can you provide any new residential building permits for the month of September 2025? Can you provide the new residential building permits for the month of May 2024? Can you provide the new residential building permits for the month of June 2024? Can you provide the all building permits for the month of August 2025?
3/2/2026 8/1/2024 4/1/2026	PIA2026-206 PIA2024-597 PIA2026-305	Patricia Montalvo Patricia Montalvo Patricia Montalvo	I'm requesting for all new residential building permits that were issued in the month of February 2026. I'm requesting the new residential building permits for the month of July 2024. I'm requesting for all new residential building permits for the month of March 2026. Can you include the builder/contractor, job site address, subdivision, construction cost, and square footage? Thank you! Can you provide the new residential building permits for the month of August 2024? I'm requesting for the new residential building permits for the month of May 2025. Can you provide the builder/contractor, job site address, subdivision, construction cost, and square footage? Thank you! Can you provide the new residential building permits for the month of November 2024? Good afternoon, I'm requesting the new residential building permits for the month of February 2025. Can you provide the builder/contractor, job site address, subdivision, construction cost, and square footage? Thank you.
9/4/2024 6/2/2025	PIA2024-705 PIA2025-453	Patricia Montalvo Patricia Montalvo	
12/3/2024 3/1/2025	PIA2024-886 PIA2025-162	Patricia Montalvo Patricia Montalvo	

Can you provide the new residential building permits for the month of April 2024?

Good morning,

Can you provide the new residential building permits for the month of March 2025? If possible, can you include the builder/contractor, job site address, subdivision, construction cost, and square footage?

Thank you.

I'm requesting the new residential building permits for the month of December 2024. Can you provide me with the builder/contractor, job site address, construction cost & square footage if possible?

I would like to request any and all correspondence pertaining to the approval of the new accounting tech 1, accounting tech 2, accounting tech 3 and the Assistant Director of Finance positions from the HR department, Finance department, City Manager department, City Secretary department and the City Council Members. I would also like to request the budget with the proposal and the approval of these positions and their pay.

A large, solid black silhouette of a person in a dynamic, expressive pose, possibly dancing or performing. The figure is positioned on the left side of the frame, with its arms and legs extended in a way that suggests movement. The background is plain white, creating a high-contrast, minimalist aesthetic.

To Whom it may concern,

Subject property; 2102 Todville Rd. Seabrook Tx. 77586.

I need to know if there's any open permits on this subject property. I Also would like to know if I can build a private pier from the subject property out into the water and how many feet out in the water.

Thanks for you promptly response.

Could you please send me your non-consent tow fee schedule? Thank you!

Good Afternoon,

This is Harris County Project, UPIN# 24102MF3CC01

We are working on the below referenced project.

Attached with this a copy of a map with the project area highlighted.

We would appreciate if you kindly review the project area map and provide us with information regarding the record/construction drawings (Right of Way Maps, Utility Layout Maps, Roadway and/or utility Plans & Profiles) and other relevant plans of your facilities within the project limits shown.

Your help is greatly appreciated.

Project Name: Seabrook Sports Complex-Parking Lot
Location: 1805 N Meyer, Seabrook, TX 77586
Kuo & Associates Project No.: 24119
Key Map – 620K, 620L, 620P & 620Q

Please let me know if you need any other information.

Thank you!

Official final deposition court documents.

We are wanting to review Building Permit information for home purchase. For the address:
715 Timber Cove
Seabrook, TX

Can you please pull building permits since 2000.

Thank you

All correspondence between Angela Cervantes and Gayle Cooke for the issues regarding CenterPoint, and Geon.

I would like copies of all EDC board applications from 1/1/2024 to 2/28/2025

I would like to receive information about the boat ramp that is being built or will be built under the Kemah / Seabrook bridge, on the Seabrook side. Specifically, diagrams, plot plans, date of construction start, estimate of construction to be completed, and how it's being funded.

Thank You, Randall Miller

Copy of Fire report and Fire investigation report (if different) for a fire that occurred on 10/13/20204 at 717 Quintana Roo Place, Seabrook, TX, 77586. The homeowner is Mark Westerman.

I am writing to formally request access to public records concerning code violations within the city. I believe it is important to have transparency and accountability regarding the enforcement of local codes and regulations. Therefore, I am seeking information on any code violations that have been reported or recorded within the city

Specifically, I am requesting access to the following information:

I am requesting access to the following information: List of properties with code violations issued by the city code enforcement department that have been in the list for the past 6 months open or closed. List of any properties that have been on the water shut off list in the past 6 months. I would also like a list of any properties that have been reported with fire damage by the fire department. Lastly, any properties that have been involved in any eviction proceedings. Please provide this information in an excel format if possible.

9/15/2024	PIA2024-727	Raven Bradford	I am writing to formally request access to public records concerning code violations within the city. I believe it is important to have transparency and accountability regarding the enforcement of local codes and regulations. Therefore, I am seeking information on any code violations that have been reported or recorded within the city Specifically, I am requesting access to the following information: I am requesting access to the following information: List of properties with code violations issued by the city code enforcement department that have been in the list for the past 6 months open or closed. List of any properties that have been on the water shut off list in the past 6 months. I would also like a list of any properties that have been reported with fire damage by the fire department. Lastly, any properties that have been involved in any eviction proceedings. Please provide this information in an excel format if possible.
5/29/2025	PIA2025-446	Renita Boudreaux	I need the Offense Report dated 2/23/2025, OR# 2500208, Def. Timothy O'Brien, DWI Third cause# 1905861. I have the crash report OR Cause# 25-00208
12/20/2024	PIA2024-928	Richard Bean	For 2800 NASA Road 1 (Villas by the Bay Apartments, HCAD Tax ID No. 0410080090091): open/outstanding code violations (buiding, fire, health, zoning codes); current zoning designation; construction date(s); certficates of occupancy; records/permits for on-site storage tanks (historic or current); on-site fire department responses during the past three years (back to 12/20/2021).
10/18/2024	PIA2024-805	Richard Ortiz	2406 Parker street seabrook tx home is being built by Brightland homes. I would like elevation drawings and any other info that's available on the land and building drawings.
4/22/2025	PIA2025-311	Richard White	Has the Seabrook EDC in its possession what I call a detailed "requirements document that includes as a minimum an estimated, project schedule from the start of detailed requirements development to acceptance by the Seabrook PD, including a detailed cost analysis. This in a normal City government would also serve as the new RFP (Request for Proposals) and should include "detailed information" about the project scope, including the current state of our present Police facility, with a detailed section describing the planned improvements to replace issues identified in the current facility, such as community access, and sustainability. It should also address specific needs for a coastal community, such as Seabrook PD, handling natural disaster response, and a modern, high-speed communication center with 911 capabilities, radio systems, and secure data network for seamless communication with field officers and other agencies during these disasters. Also, a secure and temperature-controlled evidence room with inventory tracking systems, chain-of-custody protocols, and sufficient capacity for storing various types of evidence. And a purpose-built interview rooms for both detained and non-detained individuals, equipped with audio and video recording capabilities for evidence preservation and training purposes, intake area etc., for the new planned Police building and/or listing any "budget constraints" caused by potential addition needed like any new equipment requirement inside the physical building in order to have a completed and "certified "fully operational" Police Headquarters. The RFP should also outline the submission requirements, evaluation criteria, and the selection process. Finally, it needs to clearly define the roles and responsibilities of the Seabrook PD, and the chosen consultant or construction firm. And could be with minor changes be used for application for funding to the several different Federal government agencies including Texas state government or at least matching funds by the City. Especially since such a document should already be in existence! Locking forward to a copy of the document. Please consider this a "FORMAL", FOIA request and a Texas Public Information Act (PIA) request.
6/27/2025	PIA2025-540	Rick	I am requesting both reports regarding the Seabrook Fire Department's response and Fire Marshal's investigation into the fire that occurred at 5300 State Highway 146 Seabrook, TX, 77586, on June 22, 2025.
10/22/2025	PIA2025-969	Robert Bleacher	Pursuant to the Texas Public Information Act, I request copies of the following public records: 1. The name(s) of the surety company(ies) and any agent for the surety that currently underwrite(s) and/or provide(s) public official/peace-officer bonds for officers of the Seabrook Police Department; and the bond or policy numbers and effective dates. 2. Copies (PDF or scanned) of the current certificate(s) of bond, policy declarations, or other documentation showing the surety coverage for Seabrook Police Department officers. If any portion of these records is withheld, please identify the records withheld and cite the legal basis for withholding. I prefer electronic delivery. If there are costs associated with fulfilling this request, please advise me of the estimated charges before proceeding. Thank you, Robert P. Bleacher 832-902-0261
4/8/2026	PIA2026-325	Robert Caballero	Good morning, Attached is a formal background check request. I appreciate the assistance. Respectfully, Robert Caballero
5/29/2024	PIA2024-413	Robert Rasmussen	please repair the street light on Park Road opposite the park utility building
6/6/2024	PIA2024-448	Robin Lenio	Please provide copies of invoices submitted by Sierra Shred, LLC, for years 2021, 2022, and 2023 for Shred Day shredding services. Thank you.
2/4/2026	PIA2026-119	Ronnie Roofer	Re-roof permit after Hurricane Beryl. From July 2024 thru February 2025.

9/16/2025 PIA2025-849 Rosa Criff

September 16, 2025
Via Email: rosa.criff@dfps.texas.gov
Attn: Records Department
Re: Police Report Request

To Whom It May Concern,

I am requesting any police reports call of services generated for an open CPS case that is under investigation. I am request police call for service report for address 303 Youpon Dr Seabrook, Tx 77586 and 1018 Victorian Ct Seabrook, Tx 77586. Please email the request at your earliest convenience. Feel free to give me a call if you have any additional questions or concerns.

Thanks,

Rosa Criff
Rosa.criff@dfps.texas.gov
9460 Harwin Dr.
Houston, TX 77036
713-560-7934 Cell

3/25/2025 PIA2025-239 Ross Davis

Subject: Gayle Cook correspondence

Under the Texas Public Information Act, Tex. Gov't Code §552.001 et seq., I am requesting an opportunity to inspect or obtain copies of public records of any and all correspondence to and from the city manager Gayle Cook.

If there are any fees for searching or copying these records, please inform me of the cost.

The Texas Public Information Act requires that you “promptly produce” the requested records unless, within 10 days, you have sought an Attorney General's Opinion. If you expect a significant delay in responding to this request, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request

5/9/2025 PIA2025-375 Ross Davis

Pursuant to the Texas Public Information Act, Texas Government Code Chapter 552, I hereby request the following records:

1. All items and records previously provided under PIA 2025-353 (covering the 28 identified categories), but specifically expanded to include the following facilities:

Public Works Building

City IT Systems (including IT offices, server rooms, and network monitoring areas)

2. A log of all individuals (including city staff, contractors, poll workers, vendors, or visitors) who were present in the following buildings between 6:00 p.m. and 12:00 a.m. on May 3, 2025:

Public Works Building

City Hall

IT systems or network/server facilities

For the Public Works Building specifically, please include all available sign-in logs, badge access records, security system logs, visitor logs, or any other documentation showing entry or presence during that time window. We have already received this information for City Hall under prior requests.

I request that these records be provided in electronic format, if possible. If any portion of this request is unclear or if you anticipate charges exceeding \$40, please notify me in advance.

Please confirm receipt of this request as required by law, and feel free to contact me if clarification is needed.

Thank you for your prompt attention to this matter.

3/28/2025 PIA2025-240 Ross Davis

Subject: Michael Gibbs correspondence

Under the Texas Public Information Act, Tex. Gov't Code §552.001 et seq., I am requesting an opportunity to inspect or obtain copies of public records of any and all correspondence to and from the Director of Finance Michael Gibbs, also referred to as Mike Gibbs.

If there are any fees for searching or copying these records, please inform me of the cost.

The Texas Public Information Act requires that you “promptly produce” the requested records unless, within 10 days, you have sought an Attorney General's Opinion. If you expect a significant delay in responding to this request, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request

5/8/2025	PIA2025-367	Ross Davis	Reference: video footage from City Hall Under the Texas Public Information Act, Tex. Gov't Code §552.001 et seq., I am requesting an opportunity to inspect or obtain copies of video footage from city hall for the following dates and times: April 22, 2025 7:30 a.m. - 7 p.m. April 23, 2025 7:30 a.m. - 7 p.m. April 24, 2025 7:30 a.m. - 5 p.m. April 25, 2025 8 a.m. - 5 p.m. April 26, 2025 8 a.m. - 11 a.m. April 28, 2025 7:30 a.m. - 5 p.m. April 29, 2025 7:30 a.m. - 5 p.m. May 3, 2025 7 a.m. - 7 p.m. 1. Interior lobby camera footage covering the entrance and public lobby area during the above mentioned dates and times. 2. Exterior camera footage covering the area where the voter lines were forming or present during the above mentioned dates and times. If there are any fees for searching or copying these records, please inform me of the cost. The Texas Public Information Act requires that you “promptly produce” the requested records unless, within 10 days, you have sought an Attorney General's Opinion. If you expect a significant delay in responding to this request, please contact me with information about when I might expect copies or the ability to inspect the requested records. If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. Thank you for considering my request
10/24/2025	PIA2025-981	Ross Davis	Subject: Freedom of Information Act Request – Fire Response Records for Incident on Brookwood Ct, October 18, 2025 Pursuant to the Texas Freedom of Information Act, I am requesting access to and copies of records related to the fire incident that occurred on Brookwood Court on October 18, 2025. Specifically, I am requesting the following records: • The initial 911 or dispatch call record related to the fire on Brookwood Ct on October 18, 2025. • Dispatch and response time logs, including timestamps for: • When the initial call was received, • When fire units were dispatched, • When the first fire unit arrived on scene. • Incident or response report summarizing the event, including the responding station/unit identifiers. • Any narrative or response summary documenting the timeline or actions taken during the incident. If available, I would prefer to receive these records in electronic format (PDF or email attachment). If any part of my request is denied, please cite the specific exemption(s) under the law and release all reasonably segregable portions of otherwise exempt material. Please let me know in advance if there are any fees associated with processing this request. I am a private citizen requesting this information for personal and community interest purposes, and I request a waiver of fees if possible. Thank you for your time and assistance. I look forward to your response within the statutory timeframe. Sincerely,
3/25/2025	PIA2025-238	Ross Davis	Subject: Bayside Park Stakeholder group correspondence. Under the Texas Public Information Act, Tex. Gov't Code §552.001 et seq., I am requesting an opportunity to inspect or obtain copies of public records of any and all correspondence between members of the Bayside Park Stakeholder group. If there are any fees for searching or copying these records, please inform me of the cost. The Texas Public Information Act requires that you “promptly produce” the requested records unless, within 10 days, you have sought an Attorney General's Opinion. If you expect a significant delay in responding to this request, please contact me with information about when I might expect copies or the ability to inspect the requested records. If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. Thank you for considering my request
3/6/2025	PIA2025-193	Ross Davis	Subject: Correspondence between Jesse Jones and all city staff. Under the Texas Public Information Act, Tex. Gov't Code §552.001 et seq., I am requesting an opportunity to inspect or obtain copies of public records of any correspondence between Open Space and Trails Board Member Jesse Jones and all city staff for the last two weeks. If there are any fees for searching or copying these records, please inform me of the cost. The Texas Public Information Act requires that you “promptly produce” the requested records unless, within 10 days, you have sought an Attorney General's Opinion. If you expect a significant delay in responding to this request, please contact me with information about when I might expect copies or the ability to inspect the requested records. If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. Thank you for considering my request
11/21/2025	PIA2025-1080	Russell Baker	Our digital copy of our neighborhood plat became corrupted. We would like to request a digital copy so we can add it to our data library. Huckleberry Finn Cove Association, R. Baker

3/12/2026	PIA2026-246	Ryan benjamin	•Please check your records and provide the below documents for subject property. •Open or Expired Permits •Open Code Violations / Citations •Demolition Orders •Special Assessments (Not Included in Tax Bill) •Open Unrecorded Liens Address:4114 SEAVIEW CT, SEABROOK TX 77586
12/24/2024	PIA2024-932	Ryan Boulware	Any deeds, records, plats, maps, drawings, or plans the city has for properties or easements the city owns along Todville Road from 10th Street northwards to Bay Vista Drive. Note: This information is for a project we are working on in conjunction with the Office of the County Engineer (Harris). See the attached screenshot for more information on the project limits.
2/20/2026	PIA2026-173	Ryan Rains	Looking for the elevation certificate for the property at: 119 Cedar Lane Seabrook TX 77586 It is needed for a permit to perform an outdoor pool project.
3/6/2025	PIA2025-189	Saad Memon	Subject: Public Information Act Request Submission Hello, I would like to request a copy of all fire-damaged properties reported from 1/1/25 to 2/28/25. Specifically, I am requesting records that include: Address of the property Date of the fire incident Property type (if available) Fire damage severity (if available) Please include only RESIDENTIAL properties (single-family homes, condos, and duplexes). EXCLUDE commercial properties and apartment buildings from this request. If available, please provide the records in electronic format (PDF or Excel). Thanks, Saad Memon Cell: 281-750-9530
11/20/2025	PIA2025-1074	Safe Haven	ATTN: Open Records (Hill) This is a request to find out of there has been any domestic Violence or 911 calls for service log made to the address below within the listed dates below, The disclosure of any family violence calls to a prospective foster home is required by minimum standards. Any documentation that you will be able to provide our agency with will be greatly appreciated. We are also willing to receive de –identified or “blackened” records for confidentiality purposes. Please accept this document as a formal request for a Domestic Violence inquiry for this home: Call History is requested for the listed address below: 2601 Repsdorph Rd Apt 510 Seabrook, TX 77586 Date: 4/9/2025-Now If possible, I would like to receive the record information as soon as it can be available. They can be emailed to: morellana@safehavencommunityservices.org or faxed to (713-541-1884). If you have any additional questions, concerns, and/or comments, please feel free to contact me at (281)-965-9255 Thank you,
4/21/2025	PIA2025-310	Salah Labriq c/o Lisa McKenna, Advocate	Thank you, Lisa McKenna 2827 Kismet Lane Houston TX 77043 972-374-6782 2827 Kismet Lane
5/6/2025	PIA2025-356	Salena Johnson	This firm is performing a Phase I Environmental Site Assessment for the property located at the following addresses: 5760 Old Highway 146, Seabrook, Texas 77586 (APN: 041-008-003-0220 and 134-217-001-0001) We are requesting any information from your departments pertaining to: •building permit records including demolitions, construction, tenant improvements, major sewer installations/removals, and certificates of occupancy on the property •any reports of the storage, release or spillage of hazardous materials (HAZMAT), or substances or petroleum products that have ever been located on the property •any underground storage tanks (USTs) and aboveground storage tanks (ASTs) on the property •industrial wastewater discharge, clarifiers, storm water, or industrial waste water, including permits to operate and notices of violation on the property •contaminated ground water or soil records on the property •air emissions, including permits to operate, equipment lists and notices of violation on the property
12/3/2025	PIA2025-1118	Sam Fritz	The specific address: 1017 E Meyer Ave. Seabrook, TX. The date: August 1st, 2025. The type of record: A fire department incident report or a report related to a gas leak.

8/29/2024	PIA2024-690	Samantha Elrod	We are currently conducting an environmental assessment for 2164 Bayport Boulevard (see attached HCAD record). As part of this environmental assessment, I am requesting information regarding the above listed property from local and/or state agencies concerning records or knowledge of the following: Have there been any hazardous releases/chemical or fuel spills/leaks Hazardous waste violations or permits Building Permits/Certificates of Occupancy/Renovations Activity Use Limitations/Land Use Limitations Enforcement/Environmental Compliance On-site storage tanks (above or below ground) and permits Petroleum, Flammable, Volatile, Solvent, and Chemical related substances Illegal dumping/land-filling Environmental citations/violations or complaints Water pollution Regional environmental issues/sites/risks Stormwater issues/Illegal permits Any records of an environmental concern We will need documents/information for the current year and back to the oldest year you can provide for the property. If there are no records of the above referenced items, please respond and let me know nothing was found. Please forward to the appropriate department that would handle the above items (Environmental/Health, Fire, Building and Planning Departments). If no records are found, please let us know. Thank you, Samantha
6/18/2024	PIA2024-474	Sambit Pradhan	Hello, I am a records research engineer for CHC Consulting, a contractor for Flock Safety - Texas: Permitting. We are currently planning a fiber cable installation project in SEABROOK, TX and I'm hoping you can provide some information. Our project is servicing 1500 RED BLUFF RD, SEABROOK, TX 77586, USA. The entire project is shown in the attached document. Can you provide sewer, storm drain and water information for the area? Please let me know if I can provide any additional information. Thank you,
8/8/2024	PIA2024-619	Sandra Peck	I am needing to review the Engineered Framing diagrams, windload diagrams and all foundation diagrams and/or inspection records that pertain to 1422 Todville Road Seabrook TX. This home was built in 2021 by Premier homes, company owner, Mitch Mitchell. My husband and I purchased it from the original owners on May 29th of 2024. This home has significant structure damage signs post Hurricane Berta. I am working with Mike Scanlon of Nortex Engineering to get forensic reportfor insurance purposes. Thank you for your immediate attention. Sandra Peck 281 804 0563
4/1/2025	PIA2025-257	Sara Talbott	
8/26/2025	PIA2025-775	Sarah Adams	RE: 5803 Old Highway 146 Seabrook, TX 77506 • Zone of the property. • Overlay districts. • Abutting zoning districts. • Copies of any variances, approving resolutions, approving ordinances, or site plans. • Conditional or special permits issued. • Any active outstanding Zoning, Building, or Fire Code violations on file. • Certificates of Occupancy. • Confirmation that the absence of the Certificate of Occupancy on file with the municipality is not a violation. • Confirmation if a new Certificate of Occupancy is required for a change in ownership or Tenant. • Any plans for construction, sidewalk improvements, or any other work that would cause this property to lose any land for improvements.
10/2/2025	PIA2025-890	Sarah Harmon	electronic copies of the current and active contract and any exhibits; as well as any amendments/renewals, between City of Seabrook and the vendor who provides waste management services.
6/26/2025	PIA2025-537	Sayed Hossaini	I am currently working on a regulatory and permitting assessment for a project located within the Bayport Terminal of Port Houston. As part of this effort, I am seeking information from the City of Seabrook regarding ownership, easements, and any existing maintenance agreements along Pine Gully Channel, as shown in the attached document. I would greatly appreciate it if you could kindly share any relevant information or documentation available, or point me in the right direction to obtain these records from the appropriate city department.

11/5/2024	PIA2024-852	SCOTT FERGUSON	Please include copies of any outstanding Building, Fire or Zoning Code violations for the property located at 3520 E NASA Pkwy., Seabrook, TX 77586. Please include the current zoning for the property and if it is a conforming use. If there are copies of any Certificates of Occupancy on file, please include a copy. The property is an apartment complex operating as Bay Park Apartments. Thank you
7/1/2024	PIA2024-508	Scott Hall	Needing date for last roof which was installed on home. 1914 Endaevor Court, Seabrook TX 77586
6/1/2025	PIA2025-449	Sean David Durbin	I need a list with all open code violations within the last two months with addresses and type of violation per violation. I need a list of all properties with open liens on them with the addresses. And, finally, I need a list of all fire damaged properties from the last two months with addresses of each fire, preferable in an excel spreadsheet...
6/1/2025	PIA2025-450	Sean David Durbin	I need a list with all open code violations within the last two months with addresses and type of violation per violation. I need a list of all properties with open liens on them with the addresses. And, finally, I need a list of all fire damaged properties from the last two months with addresses of each fire, preferable in an excel spreadsheet...
5/30/2025	PIA2025-448	Sean Durbin	I need a list of all fire damaged properties from the past 2 months with the addresses for each fire, , preferably in the form of an excel spreadsheet...
2/10/2025	PIA2025-100	Seth A	Please accept this email as a request for the PRELIMINARY, AS-READ Bid Results for the referenced project. Please let us know if you need any additional information to process this request. Additionally, we will publish these results at no cost to the agency. Requestees can view them on our website by directing their attention to BidJudge.com or at the email address below. Feel free to send the requested information to the email listed below. tx@bidjudge.com Thank you. Seth A BidJudge.com PO Box 1022 Higley, AZ 85236 480 487 6638
1/27/2026	PIA2026-92	Seth A	This email is a request for the preliminary, as-read bid results that were read aloud at the public bid opening for the referenced project. Before sending this request, we attempted to confirm with the best of our ability that these results are not available through bid links, third-party hosts, or other publicly accessible sources. If any additional details are needed to locate or release the results, please let us know. If no additional information is required, please email the bid results to the address below. BidJudge.com is a non-commercial resource and does not sell or resell government bid information. As described in the Terms of Use section of our website, the information we provide is offered for informational purposes and is available free of charge upon request to the contracting community. If a formal public records request is required to release these bid results, please let us know and we will promptly submit any necessary request forms or documentation. In that event, we respectfully ask that the agency consider waiving any associated fees, in light of the fact that BidJudge.com provides its information free of charge as a public, non-commercial service to vendors and other stakeholders. Lastly, if this project is a qualifications-based contract and is currently under evaluation, please let us know, and we kindly ask that you send us the name of the awardee once a selection has been made. Thank you for your help and for supporting transparency in government. tx@bidjudge.com Seth A BidJudge.com PO Box 1022 Higley, AZ 85236 480 487 6638
2/14/2025	PIA2025-118	Seth A.	FY25 Sidewalk Removal Replacement Please accept this email as a request for the PRELIMINARY, AS-READ Bid Results for the referenced project. Please let us know if you need any additional information to process this request. Additionally, we will publish these results at no cost to the agency. Requestees can view them on our website by directing their attention to BidJudge.com or at the email address below. Feel free to send the requested information to the email listed below. tx@bidjudge.com Thank you. Seth A BidJudge.com PO Box 1022 Higley, AZ 85236 480 487 6638 Action Requested: ☒ Email Records ☒ Non Commercial Use
1/7/2025	PIA2025-23	SHELLEY CHASE	I am reaching out to see if there are any open or recent building permits for the address of 12619 Port Rd, Seabrook, TX 77586. If so, I was looking to see who the General Contractor is, their mailing address and, if possible, any contact information. I was also hoping to confirm the permit # they are listed on as well as the APN# for the property in question. If you could please provide the above information, it would be greatly appreciated. Thank you in advance for your time and attention to this matter. Please reference my job #15526172.
2/13/2026	PIA2026-151	SHELLEY CHASE	I am reaching out to see if there are any open or recent building permits for the address of 2622 NASA PARKWAY, SEABROOK, TX 77586. If so, I was looking to see who the General Contractor is, their mailing address and, if possible, any contact information, such as a phone number or e-mail address. I was also hoping to confirm the permit # they are listed on as well as the APN# for the property in question. If you could please provide the above information, it would be greatly appreciated. Thank you in advance for your time and attention to this matter. Please reference my job # 18184437.
8/9/2024	PIA2024-625	Sherry Walters	The fire department came to my house on a Thursday just after Hurricane Beryl due to carbon monoxide issues with our generac. I'd like to have a copy of that report please so I can submit it to Generac for a warrant claim. Thanks in advance.

11/19/2025 PIA2025-1069 Shishir Rawat

Hello,

I am a records research engineer for CHC Consulting, a contractor for Comcast, JB0002389877. We are currently planning a fiber cable installation project in Seabrook and I'm hoping you can provide some information.

Our project is servicing 1100 Red Bluff Rd, Seabrook, TX 77586, USA. The entire project is shown in the attached snip or Pdf.

Can you provide Storm Drain, Sewer and Water As-built substructure information for the area? A capital improvement plan or GIS screenshot should show this information.

Please let me know if I can provide any additional information.

Thank you,
Shishir

8/29/2024 PIA2024-691 Sibyl Benson

[REDACTED]

2/19/2025 PIA2025-129 Simone Culver
2/19/2025 PIA2025-128 Simone Culver

Can you please provide me with the Redlined copy of the Charter Commission Amendments?

Hi. I was speaking to Rachel about getting the registered voting list for the City of Seabrook. Please let me know if you need any other information from me.

Thank you,

2/25/2025 PIA2025-148 Sophia Anwar

Would like to have all the sewage line plans and detailed map of all former and existing sewage lines for the following property address: (past and present)
3902 Nasa Pkwy Seabrook, TX 77586

10/31/2024 PIA2024-837 Sophia Howieson

Dear Officer for Public Records

I respectfully request copies of the following information. Building Permits Issued from October 1, 2024 through October 31, 2024 that cover residential construction valued over \$30,000. commercial construction valued over \$50,000 and all swimming pools It would be ideal if each record contained the following information, however we do not need the actual copies of the permits. Permit Number Construction Type (I C. Residential New, Commercial Remodel) Permit Date Job Value Job Square Fee: Job Address Owner Name Owner Address Owner Phone Contractor Name Contractor Address Contractor Phone Once compiled we request the data be delivered in electronic format (i.e. XLS) via email Or mail to SGM at 500 Genoa Red Bluff Houston, TX 77034. This request is made under the Texas Public Information Act, Chapter 552. Should you have any questions please correspond with me via email if possible. My phone number is (281) 932-6803. Sincerely, Brian Costley SGM SGM Email: projects@sgmusa.com Tele No: (281)932-6803

2/12/2026 PIA2026-149 Stacy Chilton

I built the home back in 2019. I would like to get the approved set and revision letters on record for the beams and connection details?
Rodney Slayton is the engineer on record and has given consent for release. He can be reached at
rodney@trinitybayengineering.com

3/31/2024 PIA2024-248 Stali Hutton
9/29/2024 PIA2024-759 Stali Hutton
4/23/2025 PIA2025-318 Stephanie Kohl

Dog complaints

I would like to have all animal control complaints and citations for the address 2519 Loganberry Circle starting Jan 2013 to present day.

Stephanie Kohl came in this morning requesting permit documents for her insurance company. I gave her the attached documents. I also informed her of the Public Information Request portal on our website.

Her telephone is 510-604-5645, if needed. She is copied this email.

1/26/2026 PIA2026-83 Stephanie lopez

Farrell Augustine 9/14/1991
arrested 1/26/2026

1/9/2025 PIA2025-33 Stephanie Schreiner

Pursuant to the Open Records Act, this is a request for a copy of the following records: An existing report(s) of any and all employees including part-time, temporary, seasonal employees and elected officials for fiscal year 2023-2024 or calendar year 2024. Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.

4/13/2026 PIA2026-341 Stephanie Schreiner

Pursuant to the Open Records Act, this is a request for a copy of the following records: An existing report(s) of any and all employees including part-time, temporary, seasonal employees and elected officials for fiscal year 2024-2025 or calendar year 2025. Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.

[REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

8/28/2024 PIA2024-689 Steve Morgan

I am requesting names and addresses of individuals who have requested to withdraw property they own from the city's extraterritorial jurisdiction pursuant to Texas Senate Bill 2038. Between the dates between 01/01/ 2024 and 8/28/24

I am happy to cover reasonable costs incurred for compiling this information if necessary. Please notify me if this request is unclear, or if you need me to provide further information to help expedite the request.

Thank you,
Steve Morgan

4/19/2024 PIA2024-313 Steve Morgan

I am requesting names and addresses of individuals who have requested to withdraw property they own from the city's extraterritorial jurisdiction pursuant to Texas Senate Bill 2038.

I am happy to cover reasonable costs incurred for compiling this information if necessary. Please notify me if this request is unclear, or if you need me to provide further information to help expedite the request.

7/15/2024PIA2024-529Sue Bregenzer

I am contacting you to inquire if there are any planned senior housing communities in your area. I am with MDS Research Company in Fort Worth, Texas and we are conducting research in your local market area regarding the possible new development of senior housing (independent living, assisted living, Alzheimer's/memory care or nursing homes).

Are you currently aware of any planned age-restricted or Senior housing communities (or any currently under construction)?

If you are aware, could you please provide any public information such as an address, contact name, number of units, type of units?

We appreciate any information you might be able to provide. Thank you.

Sue Bregenzer
MDS Research Company, Inc.
P O Box 100578
Fort Worth, TX 76185
817-731-4266
www.m-d-s.com
sue@m-d-s.com

6/3/2024PIA2024-428Suma Sureschandra

Monday, June 3, 2024

Seabrook, TX

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from May 1, 2024 through May 31, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools. We do not need the actual copies of the permits.

It would be ideal if each record contained the following information:

- Permit Number
- Construction Type (ie; Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

3/9/2026 PIA2026-233 Suma Sureshchandra

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from February 1, 2026, through February 28, 2026 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

4/1/2024 PIA2024-252 Suma Sureshchandra

Seabrook, TX

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from March 1, 2024 through March 31, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools. We do not need the actual copies of the permits.

It would be ideal if each record contained the following information:

- Permit Number
- Construction Type (ie; Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email.

4/8/2025 PIA2025-276 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from March 1, 2025 through March 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

12/5/2024 PIA2024-891 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from November 1, 2024 through November 30, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

9/4/2024 PIA2024-702 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from August 1, 2024 through August 31, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

7/7/2025 PIA2025-568 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from June 1, 2025 through June 30, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

3/5/2025 PIA2025-186 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from February 1, 2025 through February 28, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

1/15/2026 PIA2026-50 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from December 1, 2025, through December 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

11/6/2024 PIA2024-854 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from October 1, 2024 through October 31, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

9/4/2025 PIA2025-818 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from August 1, 2025, through August 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

6/11/2025 PIA2025-482 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from May 1, 2025 through May 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

2/12/2026 PIA2026-146 Suma Sureshchandra

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from January 1, 2026, through January 31, 2026 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

2/10/2025 PIA2025-98 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from January 1, 2025 through January 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

8/3/2024 PIA2024-609 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from July 1, 2024 through July 31, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

8/13/2025 PIA2025-719 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from July 1, 2025 through July 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

5/2/2024 PIA2024-343 Suma Sureshchandra

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from April 1, 2024 through April 30, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

10/10/2025 PIA2025-925 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from September 1, 2025, through September 30, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

5/8/2025 PIA2025-366 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from April 1, 2025 through April 30, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

1/12/2025 PIA2025-36 Suma Sureshchandra

□

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from December 1, 2024 through December 31, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

12/10/2025 PIA2025-1136 Suma Sureshchandra

□

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from November 1, 2025, through November 30, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

7/3/2024 PIA2024-515 Suma Sureshchandra

I respectfully request copies of the following information:

Building Permits Issued from June 1, 2024 through June 30, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools. We do not need the actual copies of the permits.

It would be ideal if each record contained the following information:

- Permit Number
- Construction Type (ie; Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

4/8/2026 PIA2026-324 Suma Sureshchandra

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from March 1, 2026, through March 31, 2026 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

10/4/2024 PIA2024-775 Suma Sureshchandra



Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from September 1, 2024 through September 30, 2024 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000 and all swimming pools.

It would be ideal if each record contained the following information, however we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e. Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled we request the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567. Or mail to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

11/10/2025 PIA2025-1044 Suma Sureshchandra

Dear Officer for Public Records:

I respectfully request copies of the following information:

Building Permits Issued from October 1, 2025, through October 31, 2025 that cover residential construction valued over \$30,000, commercial construction valued over \$30,000, and all swimming pools.

It would be ideal if each record contained the following information, however, we do not need the actual copies of the permits:

- Permit Number
- Construction Type (i.e., Residential New, Commercial Remodel)
- Permit Date
- Job Value
- Job Square Feet
- Job Address
- Owner Name
- Owner Address
- Owner Phone
- Contractor Name
- Contractor Address
- Contractor Phone

Once compiled, we request that the data be delivered in electronic format (i.e., PDF or XLS) via email or faxed to us at (888) 245-0567 or mailed to Building Hunter at 3824 Cedar Springs Rd #801-4681, Dallas, TX 75219.

This request is made under the Texas Public Information Act, Chapter 552.

Should you have any questions, please correspond with me via email if possible. My phone number is (888) 734-3831.

Sincerely,
Suma Sureshchandra
Building Hunter Research Team

Building Hunter
Email:research@buildinghunter.com
Tele No: (888) 734-3831

3/8/2025 PIA2025-196 Summer Campbell
1/22/2026 PIA2026-77 Summer Sanford
9/17/2025 PIA2025-853 Summer Sanford
10/6/2025 PIA2025-910 Summer Sanford

Arrest at 1802 2nd St Seabrooke Tx 77586

Requesting copy of current Council liaison list.

I was under the impression that it was discussed/created by previous Council. If you have a draft copy, may I get a copy of it?

Requested on October 3, 2025: I would like to request all the PIA requests for last week including what they requested please. Maybe a copy of the form would suffice they filled out for the request would suffice?

10/25/2024	PIA2024-823	Sumrall, Jr. James S.	Doing a Phase I ESA at Bay Park Apartments (3520 East NASA Parkway). I need Building Dept., Planning Dept., and Fire Marshal Office records pertaining to the site, including: 1) Records regarding hazardous materials usage/storage/incidents, 2) Records regarding aboveground or underground storage tank (UST) systems, which are currently or historically located at the property, 3) Records of fire inspections at the subject property, 4) Permit summary (date, type of permit, applicant/tenant) or available permits from construction to present, 5) Construction date (current building, previous buildings if applicable), 6) Permits of environmental concern (petroleum storage tanks, septic systems, oil/water separators, etc.), 7) Record violations or complaints registered against the subject property, 8) Record of any Activity Use Limitations (AULs) in connection with the property, 9) Subject property zoning and any current zoning violatiOons, and 10) any other records of possible environmental significance. Thanks in advance
2/6/2025	PIA2025-87	Susan Hefner	I would like the list of names and a copy of the recall petition against Rob. I want the entire petition with the top part that says why they were trying to recall him and names who signed no matter if legible or not.
1/8/2025	PIA2025-25	Susan Oglebay, Volunteer on behalf of Best Friends Animal Society	Public records for the 2024 calendar year detailing statistics of total dogs and total cats entering the Seabrook Animal Control Facility by intake type (e.g., stray, owner surrender, transfer) and total dispositions by outcome type (e.g., adoption, euthanasia, transfer). If possible, please provide records broken down by month. If monthly data are not maintained, an annual summary is fine. If records are available that separate species (e.g. dogs vs. cats), please provide species-separated data. If separate species data are not maintained, please indicate which species are included in the totals and whether they represent all animals handled. I have attached two Excel templates (one for monthly data, one for annual data) in case you find them helpful either as examples of the type of data we are requesting or to use to input your data. However, I am happy to receive records in whatever format they are available. While my preference is to receive these records via email, if this is not acceptable, my mailing address is Best Friends Animal Society, ATTN: Susan Oglebay and Amy Vaniotis, 5001 Angel Canyon Road, Kanab, Utah 84741. If there are any fees for searching for, scanning, or copying these records, please inform me in advance if the anticipated cost will exceed \$40. However, I also request a waiver of all fees since the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of animal care in California. This information is not being sought for commercial purposes. (Best Friends Animal Society is a national 501(c)(3) organization with a goal of finding homes for all adoptable pets and assisting shelters to achieve this goal. **I am aware that this is under the control of the police department but the police dept. form was not adequate for this type of request. I hope it is proper sending directly to you in this format.
3/5/2025	PIA2025-185	Susan Oglebay, Volunteer on behalf of Best Friends Animal Society	Statistics of animals entering and leaving the shelter in October, November and December 2024. The format used for my original request (for which I received January through September of 2024) is great! I'm again attaching some templates to be used *only* if helpful to you, otherwise just ignore them.
5/8/2024	PIA2024-363	Susan Torres w Canon Solutions America	To Whom It May Concern: As a way to position Canon Solutions America to compete for your business during the next bid process, I am sending you this written request for records. Requests for information can sometimes come across as abrasive, which is why I want to assure you that this request is being made simply to collect information and determine the proper follow up times down the road. I am requesting the following information: •Lease and Maintenance / Service contract(s) pertaining to all copier and printer equipment used by the City of Seabrook (date it was signed, list of equipment, and term of lease) •Contract(s) pertaining to any Managed Print Services program used by the City of Seabrook •Lease/Service invoices, relating to items above from the past six months Thank you for what I hope is not a great deal of your time spent gathering this information. It can be sent via whatever method is easiest for you. Feel free to contact me with any questions or if there are any charges (copying, shipping, etc.) associated with providing this information. I will be more than happy to cover these costs, as well as follow any other guidelines set forth by City of Seabrook for this process. Thank You Again, Susan Torres Branch Administrator II
1/5/2026	PIA2026-14	Tammy Wise	I would like to request copies of all permit applications (all statuses) requested in 2025 for bulkhead construction at the property of Lakeside Townhomes off of Lakeside Drive. The bulkhead is along Wildwood Bayou off of Harbour Drive and Glencove Drive behind the property's tennis courts and swimming pool so I'm not sure of the exact address that would have been used in the application.
11/1/2024	PIA2024-839	Taylor McPherson	
3/25/2026	PIA2026-286	Ted Newman	I need copies of all the permits used for remodeling the home at 1903 Red Bluff Rd, Seabrook, TX 77586. I am trying to insure the home and need proof of work done.
3/24/2024	PIA2024-232	Terri Sones	Please send me any email or correspondence with the street name of Baywood, Baywood Dr. or the name Tony Soldana from Dec. 15, 2023 to present. Thank you
3/26/2026	PIA2026-290	Tiffany Milone	Please send permits from 2018-2026 Thank you

3/5/2026	PIA2026-217	Titius McLaughlin	Hello thank you for reading my request! Pursuant to the Texas Public Information Act (or applicable state open records law), I am requesting copies of the following records from the City of Seabrook: All residential solar photovoltaic (PV) permits issued, applied for, or finalized within the last 5 years (approximately 2020–2025), including but not limited to the following information for each permit: - Property address - Permit number - Permit status (e.g., issued, finalized, expired, in review) - Date of application - Date of issuance or finalization - Homeowner or applicant name (if public record) - Contractor or installer name and license number - System size (in kW DC) - Solar panel brand/model and quantity - Inverter brand/model - Total project/installation cost (if available) - Inspection status and results (pass/fail/corrections needed) If the full dataset is not available in a single export, I am happy to receive the information in any available format (spreadsheet, PDF, database export, etc.). If any portion of this request is denied, please cite the specific statutory exemption and release any segregable portions. If the estimated cost exceeds \$40, please notify me in advance. Thank you for your time and assistance. Titius McLaughlin permits@solarmaintenanceguys.com 682-346-2225
3/18/2025	PIA2025-216	TJ Aulds	As part of my due deligience to cover the 2025 city elections, I am requesting copies of the candidate filing forms for each candidate in the general and special election. I did not find those online, so if I missed those if would you send me the link? If not if you would please send me the copies of the actual forms. Thanks for much.
3/26/2024	PIA2024-239	TONY SALDANA	Hello, I would like to re-submit my request for all complaints in the last 3 years regarding Baywood Place, Baywood Street. This would include all written documents, emails and calls if possible. Warmest Regards, Tony Saldana (832) 605-6669
3/26/2024	PIA2024-238	TONY SALDANA	I would like a copy of all permits issued for 621 Baywood drive Seabrook Texas 77586. The most important one would be the records for the roof showing that it was built to code in regard to hurricane winds. I would also like a copy of the building code in regard to gable bracing or anything relevant to prove that the home is built to code. I am having a hard time finding insurance for the home because I am unable to prove it is to code. The home was built in 2012. This was well after Hurricane Ike. Thank You so much in this matter.
3/5/2025	PIA2025-181	TowerPoint	Submitting a request for the Crown Castle Cell Tower Lease. Telecom Proposal 2025 Address: 1700 1ST ST 77586
1/7/2026	PIA2026-25	Trudy LeDoux	I am a realtor with a listing at 717 Quintana Roo Place. When the house burnt down there, the survey burnt along with it. There is an interested person who has questions about property lines for that lot. I request any plat map or other designation for the subdivision / street of Quintana Roo and specifically that property at 717 Quintana Roo (Lots 11 and 12). Specifically, are there any encroachments from the adjacent property's driveway. Lastly, are the oak trees on this property and are there any restrictions from the city of Seabrook or the county about the oak trees?
7/24/2024	PIA2024-570	Tyler Kubena	Agenda and any attachments from: Seabrook Economic Development Corporation Meeting Thursday, May 30, 2024.
7/24/2024	PIA2024-569	Tyler Kubena	Agenda and any attachments from: Seabrook Economic Development Corporation Meeting Wednesday, April 17, 2024.
7/12/2024	PIA2024-525	Valerie Johnson	Needing a list of properties that are on the demo list with the following information: Owners name, address, and the date the demolition will be conducted. Thank You!
9/25/2025	PIA2025-870	Vanessa Jaster	I would like to review copies of my blueprints for the home I own in Seabrook. I am interested mostly in the plumbing plans.
8/25/2025	PIA2025-764	Vanessa Lerma	I am needing invoices from December 2023-January 2025. Can I get these emailed to me?
6/7/2024	PIA2024-450	Vanessa Ortiz	We are needing a copy of our Trash Contract/Dumpster Service as soon as possible please. Here is the account number #25-0241-03. AXIOM BAY PARK, LLC. 3520 NASA PKWY SEA BROOK TX 77586.
3/12/2026	PIA2026-248	Veronica Avila	

12/9/2024	PIA2024-902	Victor Alan	Hello, I am reaching out to request access to public records regarding all active short-term rental (sometimes called vacation rental) properties in Seabrook. Specifically, I am seeking any records that can help identify the addresses of properties used as short-term rentals, vacation rentals, or similar purposes. This may include but is not limited to: Short-term rental / vacation rental permits or licenses Transient, lodging, or hotel occupancy tax filings related to short-term rentals / vacation rentals Zoning records pertaining to short-term rental / vacation rental designations Business license applications or approvals for short-term rental / vacation rental operations If possible, I would appreciate receiving the information in electronic format (e.g., Excel, CSV, or PDF). If certain records are exempt from disclosure under the applicable public records law, I request that you redact exempt portions and provide the rest. Please also inform me if the records are maintained by another department or office. Thank you for your time and assistance. I look forward to your response and am happy to clarify this request further if needed. Have a great day.
3/14/2025	PIA2025-213	Victoria Angelle	I would like to know of any and all permits that were pulled on this address from 2019-2024
11/18/2024	PIA2024-873	Victoria Angelle	looking to obtain any information regarding the home I just purchased at 2033 Willow wisp dr seabrook. I was made aware that this home was involved in a lot of drugs and crime
6/26/2025	PIA2025-536	Victoria Boudreaux	This request is for the schedule and timing sequence of the lights at the intersection of SH 146 and Nasa Pkwy on January 22, 2024 from 11:00 a.m. to 1:00 p.m.
9/17/2024	PIA2024-735	Vistabreeze Development LLC	Please provide a list of all city of Seabrook new construction building permits issued in the past 90 days, including address, name of permittee, permit number, issue date and original application date.
9/11/2024	PIA2024-719	Viviana Ramos	Needing my 2021 check stubs and w2 social ending in 0800
7/15/2025	PIA2025-599	Von English	SBPD 202500795 This is Robert' Clausell's wife. Robert was hit by a car on July 4th on Nasa Rd 1. May I please see the report. I am ready to answer questions you may have about the accident.
5/31/2024	PIA2024-423	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from May 1 to the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of June? Thanks.
8/31/2025	PIA2025-796	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from August 1 through the 31st. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the first four business days of September? Thanks.
3/2/2025	PIA2025-165	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from February 1 through the 28th. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first four business days of March? Thanks
2/2/2025	PIA2025-73	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from January 1 through the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the four business days of February? Thanks.
4/8/2026	PIA2026-330	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from March 1, 2026 through the 31st. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next four business days? Thanks.
4/1/2025	PIA2025-254	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from March 1 through the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of April? Thanks.
3/7/2026	PIA2026-228	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from February 1, 2026 through the 28th. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next two business days? Thanks.
4/30/2024	PIA2024-336	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from April 1 to the 30th. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of May? Thanks.
9/30/2024	PIA2024-764	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from September 1 through the 30th. I use these data for listing, sampling, and other statistical purposes at the US Census Bureau. If possible, could you please send me these records within the first four business days of October? Thanks.
7/31/2025	PIA2025-665	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from July 1 through the 31st. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the first four business days of August? Thanks.
3/2/2025	PIA2025-164	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from February 1 through the 28th. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first four business days of March? Thanks.
7/31/2024	PIA2024-595	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from July 1 to July 31. I use these data for listing, sampling, and further statistical production at the Census Bureau. If possible, could you please send me these records within the first four business days of August? Thanks.
1/7/2026	PIA2026-24	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from November 1 through the 30th. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next four business days? Thanks.
9/1/2024	PIA2024-692	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from August 1 to the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of September? Thanks.
9/30/2025	PIA2025-880	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from September 1 through the 30th. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the first four business days of October? Thanks.
7/1/2024	PIA2024-510	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from June 1 to June 30. I use these data for listing, sampling, and further statistical production at the Census Bureau. If possible, could you please send me these records within the first four business days of July? Thanks.
4/30/2025	PIA2025-335	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from April 1 through the 30th. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first four business days of May? Thanks.
6/1/2025	PIA2025-451	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from May 1 through the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of June? Thanks.
12/1/2024	PIA2024-883	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from November 1 to November 30th. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first four business days of December? Thanks.

11/24/2025	PIA2025-1088	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from September 1 through the 30th. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next two business days? Thanks.
6/30/2025	PIA2025-553	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from June 1 through the 30th. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the first four business days of July? Thanks.
3/31/2024	PIA2024-249	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from March 1 to the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of April? Thanks.
11/17/2025	PIA2025-1061	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from October 1 through the 3st. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next two business days? Thanks.
10/31/2024	PIA2024-838	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from October 1 to the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the first three business days of November? Thanks.
1/1/2025	PIA2025-2	Washington Massaquoi	Copies of single family/multifamily building permits, including builder data, issued by City of Seabrook from December 1 to the 31st. I use these data for listing, sampling, and other statistical production at the Census Bureau. If possible, could you please send me these records within the four business days of January? Thanks.
2/1/2026	PIA2026-104	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from December 1 through the 31st. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next two business days? Thanks.
2/21/2026	PIA2026-175	Washington Massaquoi	Copies of single family and multifamily building permits, including builder data, issued by City of Seabrook from January 1, 2026 through the 31st. I use these data for listing, sampling, and other statistical purposes at the Census Bureau. If possible, could you please send me these records within the next two business days? Thanks.
7/17/2024	PIA2024-540	Wayne Dolcefino	1.All emails, sent or received, including attachments, by City Manager Gayle Cook relating to Barge295 since January 1, 2023.
7/17/2024	PIA2024-543	Wayne Dolcefino	1.A document detailing the itemized general ledger entries of all incomes and expenditures from the Seabrook Economic Development Corporation since January 1, 2020. 2.A document detailing the current salary compensation of City Manager Gayle Cook.
7/16/2024	PIA2024-538	Wayne Dolcefino	1. Copies of all campaign finance reports for all current members of Seabrook City Council.
5/6/2024	PIA2024-356	William graves	Hello. I would like to know who the current owner of 2320 NASA PKY , SEABROOK, TX 77586 is.
8/18/2025	PIA2025-737	Woo Park	Spreadsheet containing all purchase orders from January 1, 2021, to present day. If easily accessible, please provide the following details for each purchase order: -Purchase order number or equivalent, Purchase date, Vendor ID or equivalent, Vendor name, Line item details, Line item quantity, Line item unit price, Line item total price Format & Delivery: We understand systems and formats may vary. These records generally live in your ERP, and a spreadsheet export of that may be easiest. We would appreciate it if you replied in this email thread if possible. However, if this is not possible, please feel free to send them in any format you prefer, including: -Spreadsheet (Preferred), PDF, Word

Section 2.04. Mayor and Mayor Pro-Tem.

The Mayor shall be a voting Councilmember of the City Council and shall be the official head of the City government. He or she shall preside at all meetings of the Council, shall have a vote on all Council actions, and shall when authorized by the Council, sign all official documents. He or she shall perform such other duties consistent with this Charter or as may be imposed upon him or her by Council. He or she shall not have the power of veto.

The Mayor Pro-Tem shall be a Councilmember and be selected by the Council at the second regular Council meeting following a runoff election if any, but not more than the second regular Council meeting in June of each year in those years of no elections for Councilmembers. The Mayor Pro-Tem shall act as Mayor during the disability or absence of the Mayor or if the office is vacated and in this capacity shall have the rights conferred upon the Mayor. Should the Mayor refuse or is unable to perform in his or her official capacity, the Mayor Pro-Tem shall act in his or her stead for that specific case. Should neither the Mayor nor Mayor Pro-Tem be able to perform, the Council may designate another member to act in his or her stead for that specific case. The Mayor is a member of City Council for purposes of establishing a required quorum of City Council.

(Election of 5-7-2005; Charter Election of 5-8-2010; Charter Election of 10-15-2019; Charter Election of 11-3-2020)



Agenda Briefing

Date of Meeting: May 19, 2026

Responsible Department: Community Development

Presenter: Sean Landis, Deputy City Manager | Planning and Zoning Director

Briefing Prepared By: Sean Landis

Strategic Focus Area:

General Information:

Consideration and take all appropriate action regarding Resolution 2026-09 appointing a Capital Improvements Advisory Committee in accordance with Chapter 395 of the Texas Local Government Code to facilitate the evaluation and potential implementation of impact fees.

Executive Summary / Background:

Chapter 395 of the Texas Local Government Code requires a municipality to appoint a Capital Improvements Advisory Committee (“CIAC”) prior to initiating the process to adopt or amend impact fees. The CIAC serves in an advisory capacity to the City Council throughout the development and implementation of an impact fee program.

The statute requires the committee to consist of at least five (5) members appointed by the governing body, with at least fifty percent (50%) of the members representing the real estate, development, or building industries and not employed by or officials of a governmental entity. If impact fees are proposed to be imposed within the City’s extraterritorial jurisdiction (“ETJ”), the committee must also include a representative from the ETJ.

The duties of the CIAC include advising and assisting the City in adopting land use assumptions, reviewing the Capital Improvements Plan, reviewing and filing written comments regarding proposed impact fees, and monitoring the implementation and effectiveness of the Capital Improvements Plan and impact fee program.

Appointment of the CIAC is a required procedural step under Chapter 395 before the City may proceed with consideration and adoption of an impact fee ordinance. Establishment of the committee will allow the City to move forward with the statutory process necessary to evaluate and potentially implement impact fees to fund water,

wastewater, roadway, and/or drainage infrastructure improvements attributable to new development.

Funding / Fiscal Information:

Supporting Materials Attached:

1. Resolution 2026-09

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

**CITY OF SEABROOK
RESOLUTION NO. 2026-09
ESTABLISHMENT OF A CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

A RESOLUTION OF THE CITY OF SEABROOK, TEXAS, CREATING A CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PURSUANT TO CHAPTER 395, TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR MEMBERSHIP, DUTIES, AND PROCEDURES; PROVIDING FOR REPORTING REQUIREMENTS.

WHEREAS, Chapter 395 of the Texas Local Government Code requires cities adopting or updating impact fees to appoint a Capital Improvements Advisory Committee ("CIAC") to provide oversight and recommendations regarding land use assumptions, capital improvements plans, and impact fees; and

WHEREAS, the City Council of the City of Seabrook, Texas (the "City Council"), recognizes that the CIAC is intended to ensure transparency, fairness, and accountability in the calculation, adoption, collection, and use of impact fees so that new development pays a fair and proportionate share of public infrastructure costs; and

WHEREAS, the City Council finds it necessary and beneficial to formally establish such a committee by Resolution so that the City of Seabrook ("City") is in full compliance with state law and can proceed with the continued administration and updating of impact fees; and

WHEREAS, the City Council further finds that establishing the CIAC will provide an open process for developers, citizens, and staff to participate in and review the assumptions and plans on which impact fees are based.

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

Section 1. Establishment.

The Capital Improvements Advisory Committee ("CIAC") is hereby created in accordance with Section 395.058 of the Texas Local Government Code.

Section 2. Membership.

(a) **Number of Members.** The CIAC shall consist of not fewer than five (5) members appointed by the City Council.

(b) **Industry Representation.** Not less than fifty percent (50%) of the members shall be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity, including one (1) representative of the extraterritorial jurisdiction (ETJ) if the City imposes impact fees within its ETJ.

(c) **Residency.** Remaining members shall be qualified voters residing within the City limits of Seabrook.

(d) **Terms.** Members shall serve two-year terms. Members may be reappointed.

(e) **Vacancies.** Vacancies shall be filled by appointment of the City Council for the remainder of the unexpired term.

51 **Section 3. Duties.**

52
53 The CIAC shall perform the following duties, consistent with Chapter 395 of the
54 Texas Local Government Code:

55
56 **Review Land Use Assumptions.**

57 Advise and assist the City in adopting land use assumptions upon which impact fees
58 are based.

59 **Review Capital Improvements Plan.**

60 Review the City's Capital Improvements Plan (CIP) and the impact fee study, and file
61 written comments with the City Council before the public hearing on the adoption of
62 impact fees.

63 **Advice on Reasonableness.**

64 Advise City Council on whether the land use assumptions, CIP, and impact fee
65 calculations are reasonable.

66 **Monitor Implementation.**

67 Monitor and evaluate the implementation of the CIP and ensure impact fees are used
68 for eligible projects.

69 **Semiannual Reports.**

70 File semiannual reports written to the City Council on the progress of the CIP and the
71 collection and expenditure of impact fees.

72 **Recommend Updates.**

73 Advise City Council on the need to update or revise the land use assumptions, CIP,
74 and impact fees at least every five (5) years.

75
76 **Section 4. Organization and Procedure.**

77
78 (a) The CIAC shall organize by electing a Chairperson and Vice-Chairperson
79 from among its members.

80 (b) The Committee shall establish rules of procedure consistent with City
81 policy and Robert's Rules of Order, as applicable.

82 (c) Meetings shall be scheduled as necessary to fulfill the Committee's duties, but
83 no fewer than two (2) times per year to prepare the required semiannual reports.

84 (d) All meetings of the CIAC shall be subject to the Texas Open Meetings Act,
85 and notice shall be posted accordingly.

86 (e) Minutes of each meeting shall be kept and filed with the City Secretary.
87

88 **Section 5. Reporting Requirements.**

89
90 All reports, written comments, and recommendations of the CIAC shall be filed with the City
91 Secretary and delivered to the City Council for consideration at a regular Council meeting.
92

93 **Section 6. Effective Date.**

94
95 This Resolution shall take effect immediately upon its passage and approval as required by law.
96

97 {SIGNATURES TO FOLLOW NEXT PAGE}

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
SEABROOK, TEXAS, THIS 19th DAY OF MAY, 2026.**

By: _____
James J. Sweeney
Mayor

ATTEST:

By: _____
Rachel Lewis
City Secretary

APPROVED AS TO FORM:

David Olson
City Attorney



Agenda Briefing

Date of Meeting: May 19, 2026

Responsible Department: Information Technology

Presenter:

Briefing Prepared By: Jimmy Kinatader

Strategic Focus Area: CITY SERVICES

General Information:

Consider and take all appropriate action on a first reading of Ordinance 2026-15, Revision to Personnel Policies, Chapter 8, Electronic Communications, and adding Section 7, "Generative Artificial Intelligence".

Executive Summary / Background:

The City seeks to establish clear guidelines for employee use of generative artificial intelligence (AI) tools in the workplace. The policy ensures compliance with Texas public records laws, cybersecurity requirements, and ethical standards applicable to Texas local government. The policy provides a framework for safe use that supports operational efficiency without compromising the City's legal obligations or data security.

Funding / Fiscal Information:

N/A

Supporting Materials Attached:

1. Exhibit A-AI Policy
2. Ordinance No. 2026-15

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

	City of Seabrook – Personnel Policies and Procedures		
	GENERATIVE ARTIFICIAL INTELLIGENCE (GENERATIVE AI)		
	Revision:	Effective Date: After 2 nd reading and publication	Chapter 8 Section 7

PURPOSE

This policy establishes the appropriate and responsible utilization of Generative AI software with the City of Seabrook. This applies to all employees and other individuals using the city network and resources.

DEFINITIONS

- **City Data:** Data compiled or generated by City staff to support City operations.
- **Generative AI:** AI that creates content such as text, audio, or images in response to prompts.
- **Artificial Intelligence (AI):** Machines perform tasks that typically require human intelligence.
- **Personally Identifiable Information (PII):** PII refers to any information that can be used to identify an individual, either directly or indirectly. Common examples of PII include:
 - Full name
 - Social Security Number (SSN)
 - Date of birth (DOB)
 - Address (home/work)
 - Email addresses
 - Phone numbers
 - Driver's license or passport numbers
 - Financial account details (credit cards, bank account numbers)
 - Medical records or health information
 - Device, network infrastructure or login credentials

GENERAL GUIDELINES

- **Public Information**
 - All information and products created by a Generative AI program and included in a City document should be considered to be a public document and may be subject to an open records request under the Public Information Act.
- **Privacy and Security**
 - Employees must maintain the confidentiality and security of City information, adhering to all relevant policies and procedures, contracts and legal obligations.
 - Employees shall never input confidential or protected information, including personally identifiable information (PII) related to employees or citizens.
 - Employees' use of Generative AI should comply with all city policies and standards.
 - Generative AI responses are subject to biases or factual errors. Carefully review content for bias, harmful material and accuracy.

	City of Seabrook – Personnel Policies and Procedures		
	GENERATIVE ARTIFICIAL INTELLIGENCE (GENERATIVE AI)		
	Revision:	Effective Date: After 2 nd reading and publication	Chapter 8 Section 7

- Use of AI must not encourage or facilitate any unlawful activity, self-harm, violence, discrimination or infringe upon any individual’s rights as protected by law.
- Biometric data (e.g. fingerprints, iris scans or facial images) shall not be collected or used by AI tools unless explicit documented support is obtained.
- Only AI Systems explicitly approved by the City of Seabrook I.T. Department may be used.

- **Disclosure and Citation of Generative AI Use**

- When Generative AI is used to provide language for use in a document, the use will be disclosed and cited as a footnote, endnote, header or footer to the document.
- Citations for text generated content must include the following:
 - Name of Generative AI used (i.e. ChatGPT, Copilot, Google Bard, or other)
- Residents interacting with any City services shall be notified if the interaction involves an AI system, in accordance with Texas Responsible Artificial Intelligence Governance Act (TRAIGA).
 - Notifications must be in plain language and be prominently displayed and free of misleading design.

- **Approved Tools: City of Seabrook Approved AI Systems**

- Microsoft Copilot Chat (non-personal version)
- ChatGPT Enterprise Account
 - Must use City login
- Microsoft Teams AI features

For consideration of new systems, please contact the City I.T. Department. If determined by the I.T. Department to be appropriate for use by employees and consistent with this policy, new systems may be approved by the City Manager as an Approved AI System and incorporated as part of the Approved Tools in this policy.

- **AI Training Requirement (HB3512 Compliance)**

- Employees that use a computer, 25% or more, for their job duties, are required to complete annual training.
- The City shall document and verify employee training completion and submit required reports to the State of Texas to maintain compliance with HB3512.
- Employees who don’t complete the required training may be subject to disciplinary action and may impact the City’s funding eligibility.

	City of Seabrook – Personnel Policies and Procedures		
	GENERATIVE ARTIFICIAL INTELLIGENCE (GENERATIVE AI)		
	Revision:	Effective Date: <i>After 2nd reading and publication</i>	Chapter 8 Section 7

VIOLATIONS

Violations of this policy may result in loss of City data or exposure of protected classes of data. Violations of this policy may result in Civil or Criminal charges and may also result in corrective action by the City. Violations of this policy may result in personnel reprimand, loss of access to network resources, or termination of employment.

RETENTION

Employees are responsible for maintaining their own retention requirements. The City's official retention period is seven (7) years. Information created, stored, or shared through AI resources, including meeting notetakers and similar applications, is subject to open records laws. At this time, IT cannot search or retrieve records from these AI tools for open records requests. Any employee choosing to use such tools is personally responsible for maintain and providing their own records in compliance with applicable retention laws and regulations.

**CITY OF SEABROOK
ORDINANCE NO. 2026-15**

**REVISION TO PERSONNEL POLICIES BY
AMENDING CHAPTER 8 “EMPLOYEE COMMUNICATIONS”, SECTION 5
“ELECTRONIC COMMUNICATIONS”**

AN ORDINANCE OF THE CITY OF SEABROOK, TEXAS, AMENDING THE CITY OF SEABROOK “PERSONNEL POLICIES”, CHAPTER 8 “EMPLOYEE COMMUNICATIONS”, SECTION 7 “GENERATIVE ARTIFICIAL INTELLIGENCE (GENERATIVE AI)” BY ADDING THE SECTION AND MAKING VARIOUS FINDINGS AND PROVISIONS RELATED TO THE SUBJECT.

WHEREAS, the City Manager is charged under Section 3.04 of the City Charter to be responsible to the City Council for the administration of all City affairs placed under his/her charge by Charter or Council, specifically including to direct and supervise the administration of all departments, offices and agencies of the City, except as otherwise provided by Charter or by law; and

WHEREAS, the City Charter, Section 4.06 “Personnel System” provides that the City Manager shall prepare personnel rules which may be adopted, with or without amendment by Ordinance of City Council; and

WHEREAS, the City of Seabrook “Personnel Policies” requires updates and amendments to the “Employee Communications Chapter by adding to it with a new “Generative Artificial Intelligence (Generative AI) Policy; and

WHEREAS, Generative AI Policy will establish guidelines and procedures for the appropriate use of generative artificial intelligence and is attached hereto as Exhibit “A”; and

WHEREAS, the City Council of the City of Seabrook, Texas deems it is in the public’s interest to accept the amendment proposed and adoption of the Personnel Policy with this revision.

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

SECTION 1. FINDINGS.

The findings and recitations set out in the preamble to this Ordinance are found to be true and correct and they are adopted by the City Council and made a part of this Ordinance hereof for all purposes.

SECTION 2. ADOPTION.

The “Personnel Policies” of the City of Seabrook, Chapter 8 “Employee Communications”, Section 8 “Generative Artificial Intelligence (Generative AI)” is hereby added; in said Chapter with provisions as specifically delineated in Exhibit “A”, attached hereto and incorporated by reference for all purposes; and

SECTION 3. SEVERABILITY.

In the event any clause phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Seabrook, Texas declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

SECTION 4. NOTICE

The City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

PASSED AND APPROVED on the first reading this 19th day of May, 2026.

PASSED, APPROVED and ADOPTED on the second reading this 2nd day of June, 2026.

BY: _____
Jim Sweeney
Mayor

ATTEST:

BY: _____
Rachel Lewis, TRMC
City Secretary

APPROVED AS TO FORM:

David W. Olson, City Attorney



Agenda Briefing

Date of Meeting: May 19, 2026

Responsible Department: City Manager's Office

Presenter: Gayle Cook, City Manager

Briefing Prepared By:

Strategic Focus Area: CITY SERVICES

General Information:

Consider and take all appropriate action on the approval of an Agreement with WaterSmart Software Inc. ("VertexOne ") for a five-year agreement in an amount not to exceed \$53,115.22 and authorize the City Manager to execute the agreement and associated documents.

Executive Summary / Background:

One of the key customer service improvements offered by implementation of Advanced Meter Infrastructure (AMI) is the ability for residents to gain access to water usage details. In specified date range, the AMI system provides water consumption usage points. This allows customers to analyze when they are using high volumes of water. In many cases of high summer water use, irrigation systems have watering schedules the account holder was not fully aware of.

Through the WaterSmart portal residential and commercial customers can:

- Track incremental water use;
- Track water consumption on computers, cell phones, and tablets; in all common operating systems;
- Portray their water use by day and hour graphically;
- Receive assistance in diagnosing a high-water bill;
- Receive automated home or business "continuous consumption" for water meter directly from the WaterSmart Customer Portal software;
- Set alerts for unusual water usage;
- Receive personalized recommendations for water-saving measures.

Funding / Fiscal Information:

420-8905-50420 IT SOFTWARE (WATER DEPARTMENT)

Previously, WaterSmart (VXsmart) and acquired by VertexOne, the software initial integration is seamless because it is the same software with no additional initial costs. The five year contract provides a cost effective annual renewal with the same software to the public.

Supporting Materials Attached:

1. Seabrook TX -VXsmart - 2026 Renewal 5-year

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

ORDER FORM

Prepared By: Brad Travis
Email: brad.travis@vertexone.net
Phone: 972-807-5442
Legal Entity: VertexOne Software, LLC

Client Name: Seabrook TX, City Of
Contact Name: Myra Perez
Email: mperez@seabrooktx.gov
Phone: +1.281.291.5675

Offer Valid Through: 5/2/2026
Effective Date: 5/10/2026
Contract Term (months): 60
Contract End Date: 5/9/2031
Payment Frequency: Annually in Advance
Payment Terms: Net 30

Year 1

VertexOne Product	VertexOne SKU	Unit of Measure	Contractual Minimum	Unit Fee	Amount	Monthly SaaS Fee
VXsmart for Water Saas	EV2001	Managed Meters	4,200.00	\$0.37470	\$1,573.74	\$131.14
VertexOne Digital Base	EV1000	Active Accounts	1.00	\$8,430.75000	\$8,430.75	\$702.56

Year 2

VertexOne Product	VertexOne SKU	Unit of Measure	Contractual Minimum	Unit Fee	Amount	Monthly SaaS Fee
VXsmart for Water Saas	EV2001	Managed Meters	4,200.00	\$0.38594	\$1,620.95	\$135.08
VertexOne Digital Base	EV1000	Active Accounts	1.00	\$8,683.67250	\$8,683.67	\$723.64

Year 3

VertexOne Product	VertexOne SKU	Unit of Measure	Contractual Minimum	Unit Fee	Amount	Monthly SaaS Fee
VXsmart for Water Saas	EV2001	Managed Meters	4,200.00	\$0.39752	\$1,669.58	\$139.13
VertexOne Digital Base	EV1000	Active Accounts	1.00	\$8,944.18268	\$8,944.18	\$745.35

Year 4

VertexOne Product	VertexOne SKU	Unit of Measure	Contractual Minimum	Unit Fee	Amount	Monthly SaaS Fee
VXsmart for Water Saas	EV2001	Managed Meters	4,200.00	\$0.40945	\$1,719.69	\$143.31
VertexOne Digital Base	EV1000	Active Accounts	1.00	\$9,212.50816	\$9,212.51	\$767.71

Year 5

VertexOne Product	VertexOne SKU	Unit of Measure	Contractual Minimum	Unit Fee	Amount	Monthly SaaS Fee
VXsmart for Water Saas	EV2001	Managed Meters	4,200.00	\$0.42173	\$1,771.27	\$147.61
VertexOne Digital Base	EV1000	Active Accounts	1.00	\$9,488.88340	\$9,488.88	\$790.74

ORDER TOTAL \$53,115.22

Transactional Fees

Price Component	Price	Note
System Generated Notifications	\$0.00	Unlimited notifications are included at no-cost to Client
On Demand Notifications Composition and Initiation Fee	\$0.005	Per On Demand communication (Email, SMS, Print and/or Call) generated by VertexOne
Electronic Document Archival Notifications and Document Images (up to 24 months)	\$ 0.005	One-time charge, per item archived within VertexOne. This applies to all documents that incur composition fees (detailed above) or documents uploaded by Client staff and/or Client end-customers.
VertexOne SMS Gateway Transactional Fee	Cost + 10%	Per SMS sent
VertexOne Print & Consumable Transactional Fee	Cost + 10%	All services bill to VertexOne by VertexOne print vendors exclusively for printed Welcome Letters, Home Water Reports and/or Leak Alerts

Rate Card

Rate Card	Price	Note
VertexOne Blended Rate	\$ 225.00	Per hour for professional services

Terms and Conditions

Introduction

This order replaces and supersedes any other previous Order Forms, and/or understandings between VertexOne Software, LLC and Seabrook TX, City Of ("Client") Agreement dated _____, pertaining to the subject matter herein and for the products listed above.

Notwithstanding the foregoing, Client shall remain responsible for any and all amounts already due and/

or payable for the products listed above up to the Billing Start Date of this Order. In the event of a conflict between the Agreement and this Order Form, the Order Form shall control.
VertexOne pricing is presented in USD.

Timely Renewal Policy

If Client uses the Software beyond the Subscription End Date, VertexOne may apply a twenty-five percent (25%) increase to the Fees and may, in its sole discretion, add new charges (including charges to account for increases or decreases in transaction volume). If Client has agreed to a renewal (in an Order Form or Statement of Work) before the Subscription End Date or the first day of the hold-over period, the relevant Order Form or Statement of Work associated with such renewal shall prevail. Client understands that pricing is contingent on timely renewal and failure to timely renew requires VertexOne to allocate resources in a manner that incurs additional cost. If a renewal is agreed after the hold-over period, no refund or credit against future fees will be given.

Change Management Policy

Where either Party sees the need for a change, Client may request or VertexOne may recommend such Change in accordance with the Change Management Process outlined in Exhibit A. Either Party may also seek additional information or suggest reasonable modifications to a proposed change. Additional work falling under the Change Management Policy will be billed at the VertexOne Blended Rate, excluding travel expenses. The VertexOne Blended Rate is subject to Annual Escalation increases per the Agreement terms.

Transactional Fees

Transactional Fees are determined by the volume of Services consumed and will be invoiced on the first full business day of the month following the provision of the Service, or the first full business day of the month following the availability of invoices or tracking data required to determine the payment amount.

As an express condition of the Client's use of Services, the Client agrees to pay the transactional Fees. Any undisputed amount owing under this section not paid in accordance with its due date shall be a default and subject to the rights and remedies set out in the Agreement.

Signatures	
VertexOne	Client
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
Signature: _____	Signature: _____



Agenda Briefing

Date of Meeting: May 19, 2026

Responsible Department: Public Works

Presenter: Brian Craig, Director of Public Works | City Engineer

Briefing Prepared By:

Strategic Focus Area:

General Information:

Consider and take all appropriate action on the approval of Task Order No. 4 for Professional Landscape Architecture Design Services under the Master Professional Services Agreement (PSA) between the City of Seabrook and Duplantis Design Group (DDG) for the Carothers Coastal Gardens East Tract at an amount not to exceed \$ 50,000.00 and authorize the City Manager to sign all associated documents.

Executive Summary / Background:

Funding / Fiscal Information:

Fund 41 - Carothers

Supporting Materials Attached:

1. Carothers Gardens Proposal
2. Presentation

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



BROAD VISION. EXPERT FOCUS.

April 15, 2026

DDG Project # 26-1256

LANDSCAPE ARCHITECTURE DESIGN SERVICES PROPOSAL

Prepared for:
City of Seabrook
Carothers Garden
Seabrook, TX



April 15, 2026

Brian Craig, P.E.
Public Works Director/
City Engineer
City of Seabrook
1700 1st Street
Seabrook, TX 77586
bcraig@seabrooktx.gov

Carothers Garden

DDG Project #26-1256

Dear Mr. Craig, P.E.,

Please allow this letter to serve as our proposal to provide landscape architecture design services for the proposed Carothers Garden project located in Seabrook, TX.

The proposed design services contained herein are based on the information provided from correspondence.

This document once executed will serve as the design service contract between your organization and DDG inclusive of the following attachments:

- 01 – Project Overview + Quote + Scope & Deliverables**
- 02 – Assumptions & Exclusions**
- 03 – Standard Rate Sheet + Terms & Conditions**
- 04 – Additional Documents**

DDG appreciates the opportunity to provide these services to you and is excited about being a part of the design team. If acceptable, please sign in the space provided.

This proposal shall be considered valid for sixty (60) days from the proposal date.

Sincerely,
Duplant Design Group, PC

A handwritten signature in black ink that reads 'Charles A. Patout III'.

Charles A. Patout III, PLA
Landscape Architecture Lead

ACCEPTANCE OF PROPOSAL

By signing below I hereby certify that I am authorized to sign this agreement on behalf of the company listed above and that I have read and familiarized myself with this agreement and all attachments identified herein.

X: _____

Date: _____

01 PROJECT OVERVIEW + QUOTE + SCOPE & DELIVERABLES

PROJECT OVERVIEW

BASIC SITE DETAILS:

The Project is a +/- 3.8-acre park near Pine Gully Rd. in Seabrook, TX. DDG will provide design services that include the design of landscape plan with grid system, electrical infrastructure, irrigation system and entry sign. The planting aspect of this project is expected to be installed by local volunteers. This scope of work involves collection of general site data, design, bidding and construction administration for these proposed improvements. The owner shall provide survey information necessary to complete the design.

DESIGN SERVICES QUOTE

LANDSCAPE ARCHITECTURE SERVICES

Schematic Design Phase	\$ 12,000
Construction Document Phase	\$ 14,800
Bidding & Contract Administration	\$ 6,000
Construction Administration	\$ 9,600
SUB-TOTAL:	\$ 42,400

OVERALL PROJECT TOTAL

\$42,400
+ reimbursable expenses

REIMBURSABLE EXPENSES

Reimbursable expenses will be invoiced in addition to the above listed design fees per the Standard Rate Sheet in Section 03. Rates are subject to change. DDG reserves the right to change the rate sheet periodically. If DDG is being compensated based on an hourly agreement, DDG will bill the client based on the new rates established on the modified rate sheet.

BASIC DESIGN SERVICES SCOPE & DELIVERABLES

Upon documented approval to proceed by the Owner, DDG will coordinate with the full design team, establish an overall project schedule that meets the Owner's requirements and design team's production schedule. DDG will coordinate with the team and solicit owner feedback between each design phase prior to advancing to the next. Led by DDG's Landscape Architecture team, the traditional design/bid/build process will follow federal and state laws for this Project will include the following:

SCHEMATIC DESIGN (SD) PHASE

Schematic Design documents will include evaluation of code requirements and existing site conditions, elements, and limitations will determine the best utilization of size, function, circulation, orientation, material selection, and form in the most functional solution. The process and deliverables for this Phase shall be:

- Conduct project kickoff meeting with the client and conduct site visit.
- Review the pre-design scope documents provided by the Owner and prepare a preliminary evaluation notifying the Owner of any issues or recommended changes. *(DDG shall be entitled to rely on the accuracy and completeness of all programming and pre-design scope documents provided by the Owner to begin the SD Phase)*
- Conduct all appropriate ordinance evaluations and code research with relevant Authorities having Jurisdiction.
- Preparation of all basic site improvements/enhancements based on the collaboration and direction from the Owner. This will include SD documents from all consultants (if applicable) identifying their basic conceptual systems and needs.
- DDG will review the SD concept for general code compliance and constructability, including sub-consultant document coordination.
- Project Construction Cost parameters:
 - *DDG will provide an Opinion of Probable Cost (OPC) within 20%.*
- Present SD documents to the Owner for approval and authorization to proceed into the CD Phase. DDG assumes one (2) formal presentations/ meetings with the Owner at this Phase including one (1) meeting to review preliminary concept (up to 2), and one (1) meeting to review the concept refinement (based on comments/ feedback received).

CONSTRUCTION DOCUMENT (CD) PHASE

Upon Owner approval of the SD Phase, DDG will complete the contract documents (CD) phase of the design. In this Phase, DDG will finalize all drawings and specifications required to obtain permits, acquire competitive bids, and become the contract documents for construction. The process and deliverables for this Phase shall be:

- Completion of the plans and specifications to accurately define all site improvements required to secure all necessary permits and competitive bids for construction.
- Preparation of the final Project Specification Manual to establish bidding requirements, general requirements, and material specifications.
- Project Construction Cost parameters
 - *DDG will provide an Opinion of Probable Cost (OPC) within 10%.*
- Present CD documents to the Owner for approval and authorization to proceed into the Bidding and permitting Phase. It is assumed that only one (1) formal presentation to the Owner at this Phase depicting further refinement of the SD Phase development.
- Any/All additional work required at this time to attempt to reduce costs are considered value engineering (VE) services and will be billed hourly.
- Provide 90% Draft submittal for review and comment. Once comments are received, finalize documents for 100% submittal. Permit review comments will be incorporated with the client comments into the 100% submittal.

As part of the design process, this task includes coordination, design, and preparation of construction documents. DDG will prepare plans for simultaneous submittal for permitting and pricing. Our scope includes the following landscape architecture plans, details, notes, and specifications:

- **Landscape Planting Plans** – A detailed planting plan that delineates the proper placement of landscape plant materials will be prepared to identify the proper species, sizes and methods for establishing a healthy, maintainable landscape that will meet jurisdictional codes and owner requirements.
- **Landscape Irrigation Plans** – A comprehensive irrigation plan will be prepared to identify the placement and sizing of piping, circuits, spray heads, drip tubing, meters, controllers, and valves for an automatic irrigation system utilized for plant establishment & viability.
- **Hardscape Plan** – Plans and design intent details for hardscape amenities (entry sign) to illustrate the proportions, materials, style, and dimensions for pricing and construction by the contractor.
- **Electrical Plan** – Electrical design, plan and detail drawings for electrical system including electrical service panel, weather head on power pole, electrical conduits, conductors and riser boxes will be prepared for contractor installation.

BIDDING & CONTRACT ADMINISTRATION

Upon Owner approval of the CD Phase, DDG will assist the Owner and contractor with the following:

PERMITTING:

- DDG will submit final construction documents to the appropriate authorities having Jurisdiction (AHJ). These agencies may include the City of Seabrook Permit office. Once the construction contract is executed, the awarded general contractor will apply for the actual building permit, if required, and pay any/all associated permitting fees.
- DDG will coordinate with AHJ's as required to provide necessary clarifications allowing the general contractor to obtain agency approval.

BIDDING

- DDG will coordinate the Bidding date, time, and process for bidding the project in the instruction and invitation for bidders with the client.
- DDG will receive and answer pre-RFI's from bidding general contractors and issue addenda to the documents as received from the client.
- DDG will attend and assist the client with one (1) Pre-Bid Conference.
- DDG will assist the owner with the bidding process and provide clarifications as needed.
- DDG will assist the client to receive bids.
- DDG will evaluate a reasonable number of material substitution requests.

CONTRACT NEGOTIATION:

- DDG will review all bids, take each under advisement and provide the Owner with a bid recommendation after any required post bid documents have been received and evaluated as required.

CONSTRUCTION ADMINISTRATION (CA)

Once a construction contract between the Owner and the Contractor has been executed, DDG will further assist the Owner by providing Construction Administration services at the project site. DDG's services at the project site may include the following tasks:

- DDG shall advise and consult with the Owner during the construction phase to keep the Owner reasonably informed about the progress and quality of the Work and report known and/or visible deviations at the time of the site observation.
- Attend and conduct one (1) Pre-Construction Conference (Kick Off meeting).
- DDG shall attend site visits at appropriate intervals to the stage of the construction duration to become generally familiar with the progress and the quality of the Work and determine if the Work has been performed in general compliance with the contract documents. DDG is NOT required to make exhaustive or continuous on-site inspections. CE&I inspections are NOT included within this proposal's scope.
- DDG assumes a forty-five (45) day construction schedule. DDG will attend a total of four (4) site visits including the Pre-Construction meeting and Substantial Completion meeting. Each visit above and beyond the total number of basic visits identified above will be considered an additional service and will be invoiced an additional \$1,500 per visit.
- DDG will receive, evaluate and formally answer a reasonable number of General Contractor's Requests for Information (RFI's).

- DDG will receive and evaluate Contractor's periodic requests for payment for the construction duration identified above.
- DDG will attend one (1) substantial completion inspection.
- Owner-initiated changes will be prepared and coordinated as additional services and billed hourly per the attached hourly rate sheets.
- Should the project construction duration last longer than two (2) months (*including punch-list completion*), DDG will be entitled to additional construction administration services per the attached hourly rate sheets to complete the project.
- At the conclusion of the substantial completion inspection during the CA phase of the project, DDG will generate a punch list items list, with associated values and provide to the owner and contractor. DDG will review the completion of punch list items, as well as collect, review, and submit all warranties and close-out documents received from the contractor to the owner.

02 PROJECT ASSUMPTIONS & EXCLUSIONS

PROJECT ASSUMPTIONS

The project assumptions below are believed to be reasonably accurate at the time this proposal was prepared based on the information available. These items are not to be deemed as statements of fact but only assumed parameters used in the preparation of the fees associated with this project. Changes to these parameters during the course of the project may result in decreased or increased fees.

- Irrigation, electrical, and any structures will be constructed by contractor. Planting will be installed by volunteers.
- Prior construction has included planting berms and drainage infrastructure. Civil improvements are not expected.
- Volunteer oversight is not anticipated, and plant sourcing is not anticipated to be donated.
- Meetings are assumed to be in person including a total of four (4) meetings including: Project kickoff, concept review, concept refinement review and final design/ construction document review.
- Monument sign will be similar in design/ material as the existing entryway design (Metal posts with metal sign/ graphic panel).
- Plan changes/updates required after plans have been issued for construction resulting from the client's direction will be billed as additional services and are outside the scope of this proposal.
- All application fees required for approvals will be paid by owner.
- A rezoning will not be required.
- Services for variance requests and other discretionary entitlements are not included.

PROJECT EXCLUSIONS

Items below are excluded and shall either be provided to DDG by the owner or are not needed for the project. In any case these items are not included in DDG's scope of services.

- A Geotechnical Report will be provided by others.
- Surveying Services or Title review
- Landscape Lighting Plans/Lighting design.
- Civil/Structural Design
- Stormwater/Drainage Design
- Permitting
- Wetlands and Environmental Services
- Zoning Variance Coordination or Other Discretionary Entitlements
- Offsite Improvements
- Utility extensions outside of property line
- Detailed economic and energy analyses, report, and modeling
- LEED Certification
- Construction Manager or Owner Consultant Coordination
- Items not specifically included in the scope above are excluded. DDG's scope is as written in this proposal.

03 STANDARD RATE SHEET + TERMS & CONDITIONS



STANDARD RATE SHEET

LABOR CATEGORIES

Executive	\$260.00/hr	Field Scientist II	\$130.00/hr
Vice President	\$250.00/hr	LSI	\$130.00/hr
Business Unit Leader III	\$230.00/hr	Regulatory Specialist I	\$130.00/hr
Senior Principal	\$230.00/hr	Senior CAD Designer	\$130.00/hr
Business Unit Leader II	\$220.00/hr	Survey Tech Manager	\$130.00/hr
Marine Crew	\$215.00/hr	Survey Technician IV	\$130.00/hr
Business Unit Leader I	\$200.00/hr	Construction Representative III	\$125.00/hr
Lead	\$200.00/hr	Drone Pilot	\$125.00/hr
Senior Design Manager	\$200.00/hr	Marine Crew Chief	\$125.00/hr
Land Crew	\$195.00/hr	Survey Coordinator	\$125.00/hr
Senior PLS	\$195.00/hr	Coastal Inspector	\$120.00/hr
Senior Design Professional	\$180.00/hr	Construction Representative II	\$120.00/hr
Senior Project Manager	\$180.00/hr	Hydrographer	\$120.00/hr
Regulatory Specialist III	\$160.00/hr	CAD Designer	\$115.00/hr
Design Professional	\$155.00/hr	Environmental Scientist I	\$115.00/hr
Environmental Scientist III	\$155.00/hr	Field Scientist I	\$115.00/hr
Field Scientist III	\$155.00/hr	Land Crew Chief	\$115.00/hr
Project Manager	\$155.00/hr	Survey Technician III	\$115.00/hr
GIS Manager	\$155.00/hr	GIS Specialist	\$115.00/hr
Regulatory Specialist II	\$150.00/hr	Construction Representative I	\$110.00/hr
PLS	\$150.00/hr	Survey Technician II	\$100.00/hr
Land Crew Manager	\$140.00/hr	CAD Technician	\$95.00/hr
Marine Crew Manager	\$140.00/hr	GIS Analyst	\$95.00/hr
Assistant Project Manager	\$130.00/hr	Junior Crew Chief	\$95.00/hr
Design Specialist	\$130.00/hr	REVIT/Architectural Draftsman	\$95.00/hr
Design Technician	\$130.00/hr	Survey Technician I	\$90.00/hr
Designer	\$130.00/hr	Administration	\$80.00/hr
Environmental Scientist II	\$130.00/hr	Intern	\$80.00/hr

REIMBURSABLE ITEMS

Vehicle Travel for Project (subject to change based on IRS guidance)	IRS Rate
Transportation, Lodging + Subsistence for Out-of-Town Travel	Cost
Printing	Cost
Photographs, Telecopier, Shipping + Materials	Cost
Filing/Recording/Permitting Fees	Cost
Deposition/Trial Testimony by Principal, PE, AIA, PLS	Rate x 1.5
Subconsultant Services	Cost + 10%
Pipeline Detectors	
RD8100	\$75.00/day
Drone	\$250.00 / 1/2 Day + \$500.00 / Full Day
Hydro/Marine	
Magnetometer	\$200.00 / day
Applanix IMU	\$300.00 / day
Single Beam	\$200.00 / day
Sub-Bottom Profiler	\$650.00 / day
Side Scan Sonar	\$425.00 / day
Special Rental Equipment	Rental Cost
All-Terrain Vehicle	\$100.00 / Day
12' Aluminum Boat	\$35.00 / day
24' Crew Boat	\$550.00 - 650.00 / day
26' Crew Boat	\$650.00 - 750.00 / day

EFFECTIVE: SEPTEMBER 2025

* ALL RATES ARE SUBJECT TO CHANGE

TERMS & CONDITIONS

ARTICLE 1 - PAYMENT FOR SERVICES

Client agrees to pay DDG for the performance of the services an amount determined as provided in attachments.

DDG shall invoice Client monthly for services performed during the prior month. DDG's invoices are due and payable net (30) thirty days from the date of the invoice. In the event payment is not received within this term, DDG retains the right to stop all work on the project. DDG stopping work does not relieve Client of payment obligations. Interest will accrue on all invoices past due more than thirty days at an interest rate of 1½ percent per month from the thirtieth day on any unpaid balance, plus attorney's fees for collections. Payment of DDG invoices is not to be contingent upon Client receiving funds from any Third-Party Source and Client's reliance on same shall not be deemed as cause for delay of payment beyond the terms herein.

If Client should question any charge on any invoice, Client shall so notify DDG within ten business days of the receipt of the invoice. If the leadership of DDG and Client are unsuccessful at resolving Client's question, then the matter may be addressed as provided in Article 9. In the event Client should question any charge on any invoice as aforesaid, Client shall nonetheless pay all amounts shown on such invoice which are not in dispute.

Reimbursable expenses (such as travel and accommodations, overnight mail and delivery services, special supplies, and other direct project charged incurred on behalf of the Client), and time required beyond the scope of the items described in Attachments A will be billed in accordance DDG's current rate sheet.

Assisting with project filing or correspondence, archiving old projects and general project organization will be billed as a function of the quoted professional services and not require additional fees. Those tasks may include preparation of various reports, transmittals, contracts, and other project related documents, including coordination with DDG staff on tasks, project status, billing, invoicing, accounts receivable and contract amendments.

ARTICLE 2 - TERMINATION

Client may terminate this contract within five days written notice for convenience. Either DDG or Client may terminate this contract for cause if the other party breaches any material provision hereof and does not cure such breach within ten days after receipt of written notice from the non-breaching party.

In the event of any termination of this contract, regardless of the cause of such termination, Client shall remain liable for the payment of all unpaid charges in accordance with the provisions of this contract for services performed prior to the effective date of termination, as well as for costs and expenses incurred and for services rendered in bringing the work to an orderly conclusion (including third party cancellation charges, if any).

ARTICLE 3 - INSURANCE

DDG shall provide, during the period when it is performing services hereunder, the following minimum insurance as applicable to its operations:

1. Workers' Compensation with statutory limits and Employer's Liability Insurance with a limit of \$1,000,000.00.
2. Comprehensive General Liability Insurance on standard bureau form with a combined single limit for bodily injury and property damage of \$2,000,000 each occurrence and \$4,000,000 general aggregate.
3. Comprehensive Automobile Liability Insurance (including owned, non-owned and hired automobiles) with a combined single limit for bodily injury and property damage of \$1,000,000 per accident.
4. Professional Liability Insurance with a combined single limit of \$1,000,000 each occurrence and \$2,000,000 aggregate.
5. If requested, DDG shall furnish certificates of insurance to Client evidencing the coverages indicated above. If the Client request to be named as an additional insured, DDG will provide a certificate evidencing the Client as additional insured if the policy allows the request.
6. DDG reserves the right to invoice Client as a reimbursable expense for the cost associated with a request to increase coverage limits for a particular project.

ARTICLE 4 - STANDARD OF CARE

DDG shall perform the services hereunder in accordance with that degree of professionalism, skill and judgment normally exercised by professional firms performing services of a similar nature. No warranties, express or implied, are made or intended by DDG with respect to the performance of services to the Client.

ARTICLE 5 - TECHNICAL DATA

It is understood that certain electronic files may be transferred between DDG and Client as an aid in the exchange of information during the design process. Such electronic files shall not be regarded as the final product. Hard copies of the final, sealed originals of completed drawings shall govern over electronic files.

Copies of all information, data, designs, plans, drawings, and specifications developed by DDG exclusively for the project and supplied or delivered to Client pursuant to this contract shall be the property of DDG. DDG grants Client a license to utilize the technical data for the purpose of the project pursuant to this contract assuming payments to DDG are in accordance with this agreement. The reuse or modification of these documents by the Client or a third party related to the Client without consent of DDG is prohibited. Client shall indemnify and hold DDG harmless from all claims, damages and expenses including attorney's fees, arising out of the Client's reuse without the permission of DDG.

ARTICLE 6 - ADDITIONAL SERVICES

DDG shall be entitled to additional compensation in the event (i) changes occur in services as requested or approved by Client, (ii) delays or changes in Client provided information or inaccuracies or deficiencies therein which affect services, (iii) changes to laws, codes, regulations or any other federal, state or local requirements or the requirements of any authority having authority to issue permits required for the project which affect services, and (iv) acts of God and any other events outside of DDG's reasonable control.

ARTICLE 7 - PROJECT SCHEDULES

Once DDG has received a fully executed contract, DDG will work towards completion of the project on an agreed upon schedule with the Client. It is acknowledged by DDG and Client that the project schedule is dependent upon factors and entities beyond the control of DDG or the Client, therefore, as the project progresses DDG and the Client shall collectively analyze and review the progression of the project. Additional time to complete DDG's task under the contract will be granted when third party decisions warrant additional time. Also, it is acknowledged between DDG and the Client the timeliness of reviews and approvals from permitting and approval authorities having jurisdiction over DDG's work may cause the project schedule to be compromised and DDG cannot be held responsible for this uncontrollable condition. Certain aspects outside of DDG's control may impact the project schedule, and therefore DDG is not guaranteeing or warranting strict compliance with any schedule. DDG and its Client are aware that many factors outside of DDG's control may affect DDG's ability to complete the services to be provided under the Terms and Conditions and that DDG will perform its services with reasonable diligence and expediency consistent with sound professional practices.

ARTICLE 8 – OPINIONS OF PROBABLE COST

DDG acknowledges Client may request DDG to assist with the development of an opinion of probable cost for the project. DDG will utilize experience with other similar projects to develop an opinion of probable cost, however, it shall be understood by Client actual cost to construct the project may vary significantly from DDG's opinion. Factors which may affect this opinion include but are not limited to local market conditions, availability of required material and trades and time of year the project is put out to bid among other potential factors. If the Client requires more assurance as to the actual cost of the project, Client shall consult with a construction estimating specialist.

ARTICLE 9 – DISPUTE RESOLUTION

Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to good faith meeting between Client and DDG leadership within 15 days of a claim, dispute, etc. If no Agreement is reached, then the parties hereby agree to mediation as a condition precedent to litigation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the jurisdiction of where the Project is located unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. Claims, disputes, and other matters that are not resolved by mediation shall be the subject to and decided by litigation unless the parties mutually agree otherwise.

ARTICLE 10 - ENTIRE AGREEMENT

This document constitutes the entire agreement between DDG and Client with respect to the services and supersedes all prior written and oral statements, commitments, and undertakings with respect to the services. It is understood and agreed that (a) there are no representations or warranties of any kind except as expressly set forth herein and (b) no waivers or revisions to this contract shall be effective unless made in writing and signed by an authorized representative of each party.

No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the Client and DDG. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This Agreement supersedes all previous agreements, arrangements, or understandings between the parties whether written or oral in connection with or incidental to the Project.

ARTICLE 11 - GOVERNING LAW AND SEVERABILITY

This contract shall be governed, administered and interpreted in accordance with the laws of the State of Louisiana, excluding its conflict of law provisions.

If any word, phrase, clause, article, or other provision of this contract is adjudicated or found to be unenforceable, the said word, phrase, clause, article, or other provision shall be deleted or modified, as necessary to render all the remainder of this contract valid and enforceable. All such deletions or modifications shall be the minimum necessary to affect the foregoing.

ARTICLE 12 – LIMITATION OF LIABILITY

Based on the fees of service by DDG and the relative risk and benefits to the Client and DDG, the Client agrees to the following:

1. In recognition of the relative risks and benefits of the project to both the Client and DDG, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the consultant and DDG's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert-witness fees and costs, so that the total aggregate liability of DDG and DDG's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed \$50,000, or DDG total fee for services rendered on this project, whichever is lessor. It is intended that this limitation apply to all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
2. This shall apply to any claims arising from the Client or anyone associated with the Client due to claims against DDG, including but not limited to for negligence and professional errors and omissions.
3. Under no circumstances shall DDG be liable for lost profits, costs associated with delays in the project due to changed conditions or for cost associated with the means and methods of the contractor or his failure to perform the work in accordance with the construction documents.

ARTICLE 13 – HEADINGS

The headings preceding the text of the several articles hereof are inserted for convenience of reference and shall not constitute part of this contract nor affect its meaning, content, effect, nor be referred to in any interpretation thereof.

ARTICLE 14 – DESCRIPTION OF CLIENT:

The Client confirms and agrees that the Client has authority to enter into this Agreement on its own behalf and on behalf of all parties related to the Client who may have an interest in the Project.

ARTICLE 15 – COUNTERPARTS

This contract may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall be but one and the same document.

ARTICLE 16 – DDG PERSONNEL RESPONSIBILITY/CONSTRUCTION ACTIVITIES

The following are basic responsibilities of DDG:

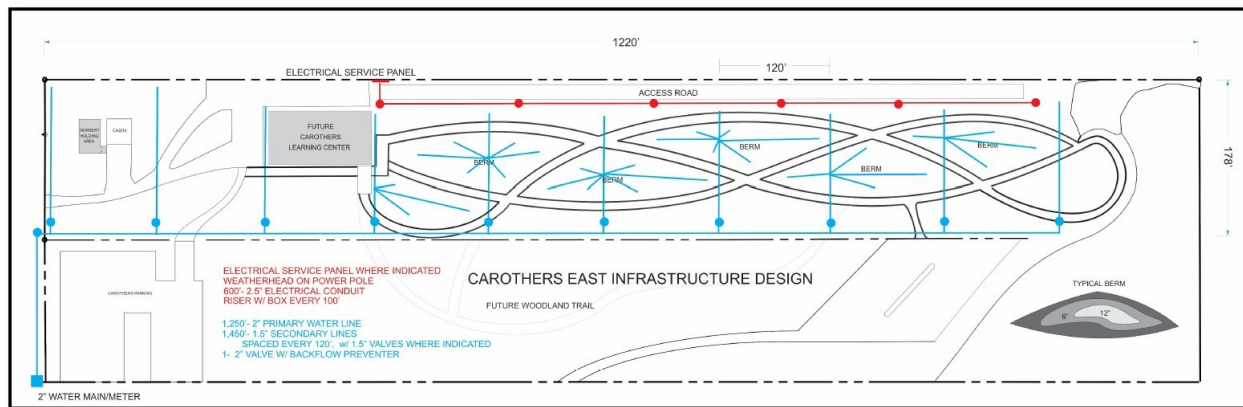
(I) DDG shall not have control over, charge of, or responsibility for the contractors' construction means, methods, techniques, sequences, procedures, or safety programs in connection with the construction activities. (II) DDG is not responsible for the contractor's failure to perform the construction activities. (III) DDG shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing construction activities on the project. (iv) DDG cannot reject work performed at the construction site but is obligated to recommend the rejection of poor-quality work to the Owner when condition of said work is reasonably obvious (v) Review of all major material submittals and fabrication shop drawings is for general compliance. The contractor is responsible for compliance with the contract documents despite any submittal review response or comments.

ARTICLE 17– FIELD OBSERVATIONS/SAFETY

If the scope of services in the proposal includes construction field observations, DDG shall visit the project site at intervals appropriate to the stage of construction or as agreed to in writing by the Client and DDG, in order to observe the general progress and quality of the work completed by the contractor. Such visits and observations are not intended to be an exhaustive check or a detailed inspection of the contractor's work but rather are to allow DDG to become generally familiar with the work in progress and to determine in general if the work is proceeding in accordance with the contract documents.

Should DDG provide construction field observations at the job site during construction, Client agrees that, in accordance with the generally accepted construction practice, the contractor will be solely and completely responsible for working conditions on the job site, including the safety of all persons and property during the performance of the work, and for compliance with OSHA regulations. These requirements will apply continuously and will not be limited to normal working hours. Any monitoring of the contractor's procedures conducted by DDG does not include review of the adequacy of the contractor's safety measures in, on, adjacent to, or near the construction site.

04 ADDITIONAL DOCUMENTS

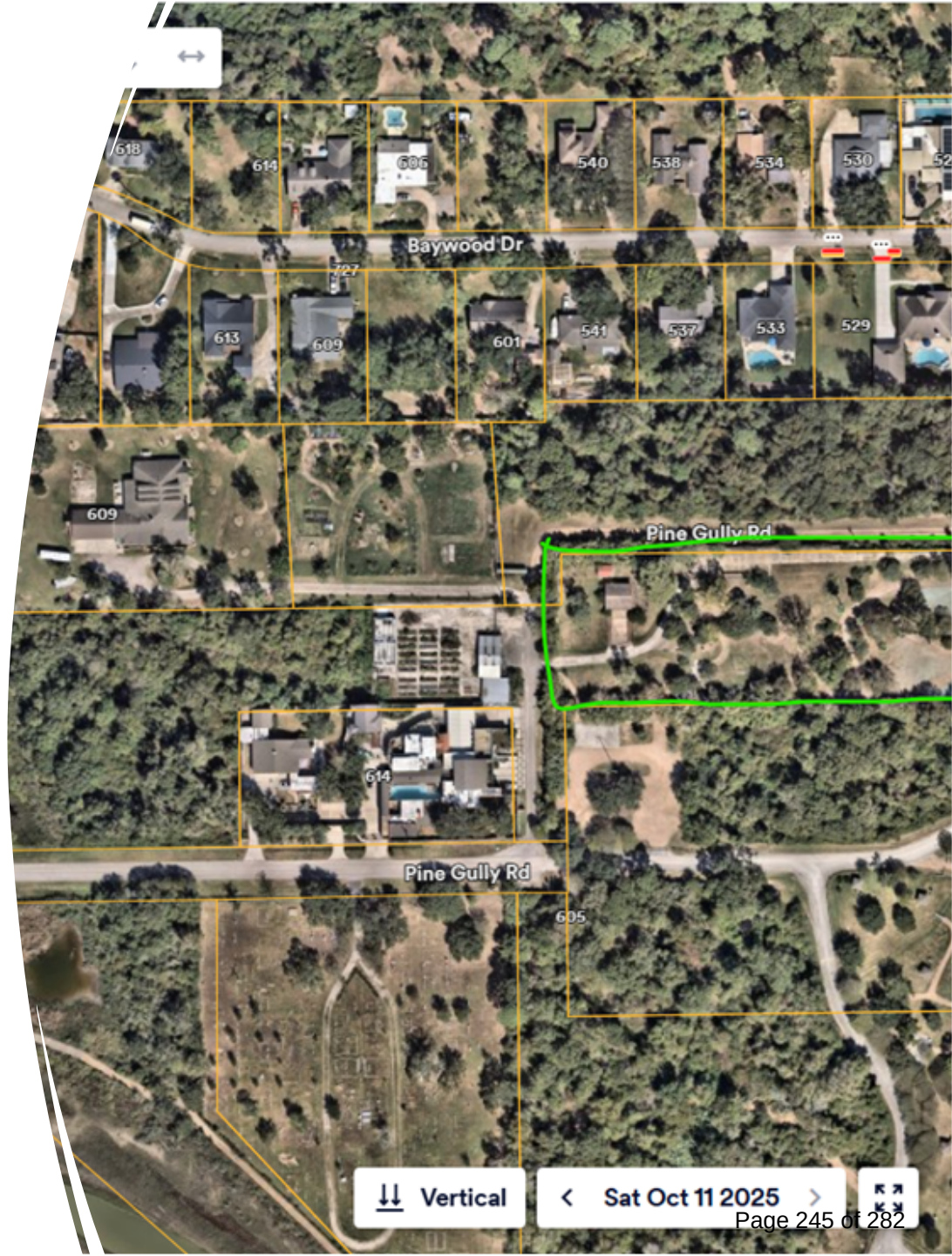


Carothers Coastal Gardens East Tract

City Council Presentation
City of Seabrook, Texas

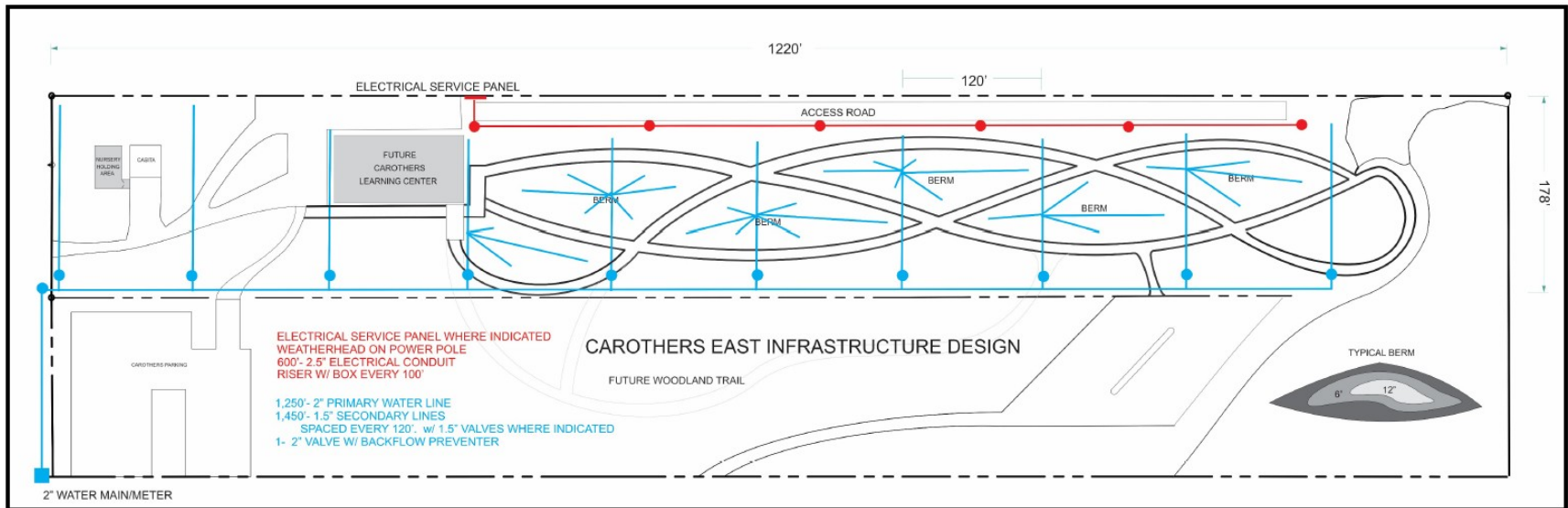
Project Overview

- Project intended to enhance public greenspace and coastal garden amenities
- Volunteer planting efforts anticipated for landscape installation



Proposed Design Scope

- Landscape planting plan with planting grid system
- Irrigation system design for plant establishment and viability
- Electrical infrastructure and service layout
- Entry monument sign and hardscape amenity design



Schematic Design Phase

Project kickoff meeting and site visit (Meeting 1)

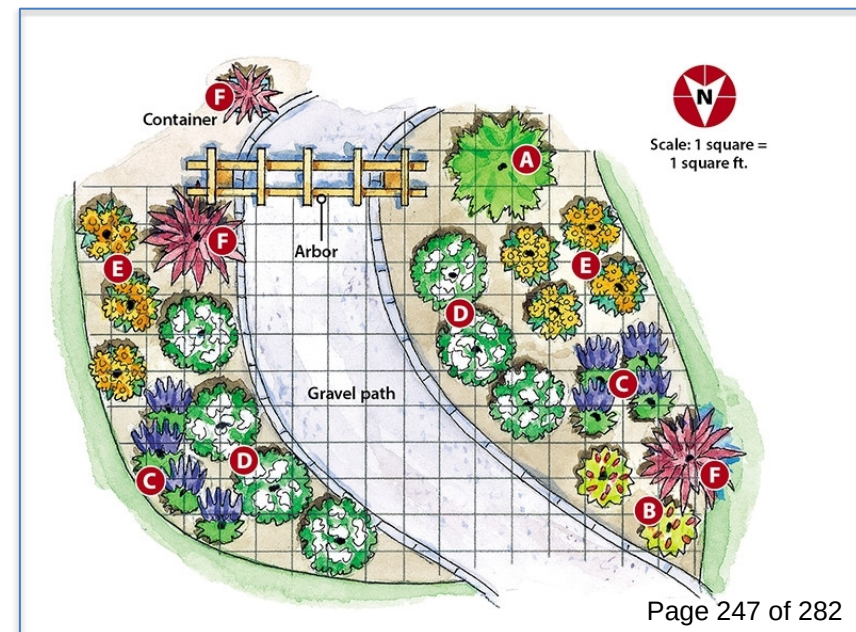
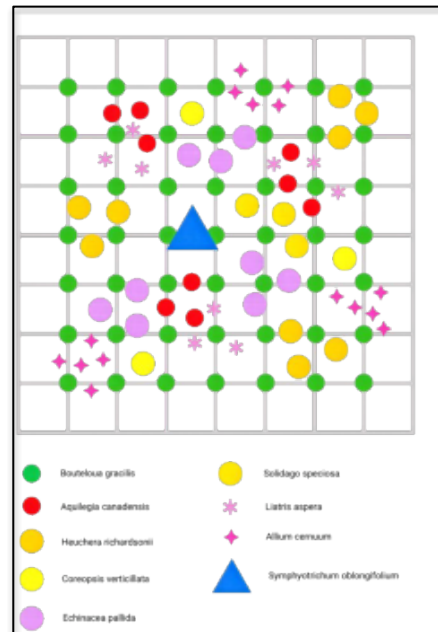
Review existing site conditions and owner-provided information

Code and ordinance evaluation

Conceptual design development and preliminary cost opinion

Two owner review meetings: Concept Review (Meeting 2) & Concept Refinement (Meeting 3).

Concept Review (Meeting 2 and possibly 3) to be with Park and Trails.



Construction Document Phase

Preparation of final construction drawings and specifications

Landscape planting, irrigation, electrical, and entry sign plans

90% draft review followed by final 100% submittal

Opinion of Probable Cost within 10%

Documents prepared for permitting and bidding

Existing Entry



Location of new Entry



Bidding & Construction Administration

- Assist with bidding process and contractor questions
- Coordinate permit submittals with applicable agencies
- Attend pre-bid and pre-construction meetings
- Conduct site visits during construction
- Review contractor pay requests and project closeout



Project Assumptions

- Planting installation to be completed by volunteers
- Irrigation, electrical, and structures constructed by contractor
- Existing berms and drainage infrastructure already installed
- Four in-person meetings included in scope
- No rezoning or variance requests anticipated



Fee Breakdown

- Schematic Design: \$12,000
- Construction Documents: \$14,800
- Bidding & Contract Administration: \$6,000
- Construction Administration: \$9,600
- Total Professional Services Fee: \$42,400 plus reimbursable expenses



Budget & Recommendation



REQUESTED AUTHORIZATION
AMOUNT: NOT TO EXCEED
\$50,000



PROVIDES CONTINGENCY
FOR REIMBURSABLE
EXPENSES AND ADDITIONAL
COORDINATION IF NEEDED



DDG SELECTED UNDER
EXISTING MASTER PSA
FRAMEWORK



Agenda Briefing

Date of Meeting: May 19, 2026

Responsible Department: Public Works

Presenter: Brian Craig, Director of Public Works | City Engineer

Briefing Prepared By: Jesus Olivo

Strategic Focus Area: Infrastructure

General Information:

Consider and take all appropriate action on a Job Order Contract (JOC) with Corestone Construction in an amount of \$184,676.36 for CIP S-34, Rural Street Preventive Maintenance Project, through Choice Partners purchasing cooperative Contract # 25/03MR-16 and authorize the City Manager to execute the contract and associated documents.

Executive Summary / Background:

The City of Seabrook solicited bids for CIP S-34 Rural Streets Preventive Maintenance Project and received only two bids with a low bid of \$184,676.36. The city also went after HUB Contractors for bids, with no response for a proposal. The bid came in within budget for the project. City staff recommend approval.

Funding / Fiscal Information:

Fund 35 - Street Bonds (Certificates of Obligation "C.O.s")

Supporting Materials Attached:

1. Agreement
2. Corestone Proposal
3. Presentation

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

City staff recommends approval.

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.



STANDARD AGREEMENT

Terms:

This AGREEMENT ("Agreement") is entered by and between Corestone Construction ("Contractor"), located at Houston, Texas and the City of Seabrook ("City"), a home-rule municipality, located at 1700 First Street, Seabrook, Texas 77586 on the date set forth below.

1. **Scope of Services:** Contractor will perform the services and/or provide the products as set forth in Exhibit A, which is attached and incorporated herein, and which can be generally described as City of Seabrook Street Repair – Asphalt Mill & Overlay and HA5 High Density Mineral Bond Installation. If there is a conflict between the terms of this Agreement and Exhibit A, the terms of this Agreement will prevail.

Detailed Scope: Contractor shall furnish all labor, materials, equipment, and supervision necessary to complete asphalt mill and overlay repairs at approximately 9 locations totaling 12,500 SF, including milling 2–3 inches, haul-off, tack coat, Type D HMA placement, compaction, and traffic control. Contractor shall also install approximately 9,128 SY of HA5 high-density mineral bond surface treatment including surface cleaning and traffic control. Exclusions: crack sealing by City, striping, SWPPP, utilities, testing, landscaping, and fencing.

2. **Term and Termination:** This Agreement shall commence upon issuance of Notice to Proceed and shall expire upon final completion of the work. The period of performance shall be 90 days from commencement, at which time liquidated damages would begin. The period from commencement to expiration is the Contract Term. City reserves the right to terminate this Agreement for convenience upon seven (7) days written notice to Contractor. Upon such termination, City shall pay Contractor, at the rate set out in Exhibit A for services satisfactorily performed or products satisfactorily provided up through the date of termination. Notwithstanding any provision in this Agreement to the contrary, City will not be required to pay or reimburse Contractor for any services performed or for expenses incurred by Contractor after the date of the termination notice that could have been avoided or mitigated by Contractor.

3. **Compensation:** Contractor shall be paid for the services/products as set forth in Exhibit A. In no event shall the total compensation exceed \$184,676.36 during the term of this Agreement. City shall tender payment (including progress/partial payments) for services/goods only after such services are completed or goods are delivered and are deemed to be acceptable under this Agreement, in the sole reasonable discretion of City. Contractor must submit to City invoices for all goods delivered and services provided, which invoices must include details and dates of service or delivery.

Retainage: City shall retain five percent (5%) of the amount of each progress payment (the "Retainage") until final completion and acceptance of the Work. Retainage shall be released to Contractor within thirty (30) days after final completion of the Work, receipt of all required closeout documents, warranties, final lien releases, and acceptance by City, provided that Contractor has fully performed all obligations under this Agreement. Payment by City shall be made within thirty (30) days of receipt of an invoice, except for any portion of the invoiced amount that City disapproves as not compliant under this Agreement, in the sole reasonable discretion of City. If City disapproves any amount submitted for payment by Contractor, City shall give Contractor specific reasons for disapproval in writing.

4. **Insurance:** Contractor is required during the Contract Term to maintain insurance as follows: (a) Comprehensive General Commercial Liability insurance covering bodily injury and property damage, with minimum coverage limits-exclusive of defense costs-of \$1,000,000 per occurrence and \$2,000,000 aggregate; (b) If Contractor will provide City "professional services," as that term is used in Chapter



252 of the Texas Local Government Code, Professional Liability (errors and omissions/malpractice) insurance (with minimum coverage limits-exclusive of defense costs-of \$2,000,000 per occurrence; and (c) If at any point during the Contract Term it is foreseeable that Contractor will enter upon City premises: (i) Worker's Compensation coverage "with statutory limits for the State of Texas, and (ii) Commercial Automobile Liability coverage with minimum coverage limits-exclusive of defense costs-of \$1,000,000 per occurrence and \$2,000,000 aggregate. All policies must contain a waiver of subrogation against City. Comprehensive General Liability and Commercial Automobile Liability policies must name the City as Additional Insured. Contractor shall pay all insurance deductibles and deductibles must not exceed \$10,000 unless approved in advance by City. Contractor shall provide City Certificates of Insurance evidencing these insurance requirements prior to the start of work.

5. **Liquidated Damages:** Liquidated damages **are** applicable to this transaction. Contractor acknowledges that time is of the essence in performing this Agreement. City and Contractor (collectively, the "Parties") agree that if Contractor is late in performing any obligation of this Agreement, City will suffer loss, damages, or other harm from Contractor's delay. The Parties agree that the amount of loss, damages, or harm likely to be incurred is incapable or difficult to precisely estimate, and therefore Contractor agrees to pay City liquidated damages for delay at a daily rate equal to the total compensation allowed under the Agreement divided by the number of days in the Contract Term. The Parties further agree that: (i) the liquidated damages specified herein are not a penalty but rather bear a reasonable relationship to, and is not plainly or grossly disproportionate to, the probable loss likely to be incurred by City as a result of Contractor's delay;(ii) one of the reasons for City and Contractor to agree to such amounts is the uncertainty and cost of litigation regarding the question of actual damages; and (iii) City and Contractor are sophisticated business parties and negotiated this Agreement at arm's length.
6. **Payment and Performance Bonds:** Prior to commencement of the Work and as a condition precedent to issuance of the Notice to Proceed, Contractor shall furnish to City a Performance Bond and a Payment Bond, each in the full amount of the Agreement, in compliance with Chapter 2253 of the Texas Government Code (Texas Public Property Finance Act). The bonds shall be executed by a corporate surety authorized to do business in the State of Texas and acceptable to City. The Performance Bond shall guarantee the faithful performance of the Work in accordance with the terms of this Agreement. The Payment Bond shall guarantee payment of all lawful claims for labor performed and materials furnished in connection with the Work. The bonds shall remain in effect until final completion and acceptance of the Work by City. Failure to provide the required bonds shall constitute grounds for termination of this Agreement at the sole discretion of City
7. **Independent Contractor:** Contractor is an independent contractor and is not an employee, partner, joint venture, or agent of City. Contractor understands and agrees that he/ she will not be entitled to any benefits generally available to City employees. Contractor shall be responsible for all expenses necessary to carry out the services under this Agreement and shall not be reimbursed by City for such expenses except as otherwise provided in this Agreement.
8. **Intellectual Property:** This Agreement shall be an Agreement for services and the parties intend and consider any work created as a result of this Agreement, including any and all documentation, images, products or results, to be a work (the "Work") for hire under federal copyright law. Ownership of the Work shall belong to and remain the exclusive property of City. The Work may be edited at any time within City's discretion. If the Work would not be considered a work-for- hire under applicable law, Contractor hereby assigns, transfers, and conveys any and all rights, title and interest to City, including without limitation all copyrights, patents, rights of reproduction, rights to ownership, and right to secure registrations, renewals, reissues and extensions thereof. As the sole copyright holder of the Work, City maintains and asserts the right to use, reproduce, make derivative works from, and/or edit the Work in any form of medium, expression or technology now known or hereafter developed, at any time within City's discretion. Contractor shall not sell, disclose or obtain any other compensation for the services



provided herein or the Work. If the Work is one to which the provisions of 17 U.S.C. § 106A apply, Contractor hereby waives and appoints City to assert on Contractor's behalf Contractor's moral rights or any equivalent rights regarding the form or extent of any alteration to the Work (including, without limitation, removal or destruction) or the making of any derivative works based on the Work, including, without limitation, photographs, drawings or other visual reproductions of the work, in any medium, for City's purposes.

9. **Confidentiality:** During the course of the services to be provided under this Agreement, Contractor may become privy to confidential information of City. Contractor agrees to treat as confidential the information or knowledge that becomes known to Contractor during performance of this Agreement and to not use, copy, or disclose such information to any third party unless authorized in writing by City. This provision does not restrict the disclosure of any information that is required to be disclosed under applicable law. Contractor shall promptly notify City of any misuse or unauthorized disclosure of City's confidential information and upon expiration of this Agreement shall return to City all confidential information in Contractor's possession or control. Contractor shall further comply with all information security policies of City that may apply and shall not make any press releases, public statements or advertisement referring to the services provided under this Agreement or the engagement of Contractor without the prior written approval of City.
10. **Warranties and Representations:** Contractor warrants and agrees that Contractor shall perform its services and conduct all operations in conformity with all applicable federal, state, and local laws, rules, regulations, and ordinances. For any service performed on premises owned or controlled by City, Contractor warrants and agrees that Contractor will perform said services in compliance with all City rules, including but not limited to, prohibitions related to tobacco use, alcohol, and other drugs. **Contractor warrants all labor and materials for a period of one (1) year from final acceptance by City. Contractor shall promptly repair or replace, at its sole cost, any defective work, including failures in workmanship, materials, or surface adhesion.**
11. **Licenses/Certifications:** Contractor represents and warrants that it will obtain and maintain in effect, and pay the cost of, all licenses, permits or certifications that may be necessary for Contractor's performance of this Agreement. If Contractor is a business entity, Contractor warrants, represents, covenants, and agrees that it is duly organized, validly existing and in good standing under the laws of the state of its formation; and is duly authorized and in good standing to conduct business in the State of Texas, that it has all necessary power and has received all necessary approvals to execute and deliver the Agreement and is authorized to execute this Agreement according to its terms on behalf of Contractor.
12. **Performance/Qualifications:** Contractor agrees and represents that Contractor has the personnel, experience, and knowledge necessary to qualify Contractor for the particular duties to be performed under this Agreement. Contractor warrants that all services performed under this Agreement shall be performed consistent with generally prevailing professional or industry standards.
13. **Conflict of Interest:** Contractor warrants, represents, and agrees that Contractor presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with Contractor's performance of the services hereunder. Contractor further warrants and affirms that no relationship or affiliation exists between Contractor and City that could be consumed as a conflict of interest with regard to this Agreement.



14. **INDEMNIFICATION:** CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS CITY , AND EACH OF ITS OFFICIALS, OFFICERS, AGENTS AND EMPLOYEES FROM AND AGAINST ALL CLAIMS, ACTIONS, SUITS, DEMANDS, PROCEEDINGS, COSTS, DAMAGES AND LIABILITIES, INCLUDING WITHOUT LIMITATION ATTORNEYS' FEES AND REASONABLE LITIGATION COSTS, ARISING OUT OF, CONNECTED WITH, OR RESULTING FROM ANY ACTS OR OMISSIONS OF CONTRACTOR OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF CONTRACTOR IN THE EXECUTION OR PERFORMANCE OF THIS CONTRACT, TO THE EXTENT THE CLAIM ARISES FROM NEGLIGENCE, WILLFUL ACT, BREACH OF CONTRACT OR VIOLATION OF LAW.
15. **Force Majeure:** Neither City nor Contractor shall be liable for any delay in the performance of this Agreement, nor for any other breach, nor for any loss or damage arising solely from uncontrollable forces such as fire, theft, storm, war, or any other force majeure that could not have been reasonably avoided by the exercise of due diligence.
16. **Notices:** Any notice given under this Agreement by either party to the other may be affected either by personal delivery in writing or by mail, registered or certified postage prepaid with return receipt requested. Mailed notices shall be addressed to the addresses of the Parties as they appear in the contract. Notices delivered personally shall be deemed communicated at the time of actual receipt. Mailed notices shall be deemed communicated three (3) days after mailing.
17. **Texas Family Code Child Support Certification:** Pursuant to Section 231.006 of the Texas Family Code, Contractor certifies that it is not ineligible to receive the award of or payments under the Agreement and acknowledges that the Agreement may be terminated, and payment may be withheld if this certification is inaccurate.
18. **State and/or City Auditor:** Contractor understands that acceptance of funds under the Agreement constitutes acceptance of the authority of the Texas State Auditor's Office, or any successor agency or the City's internal auditor (collectively, the "Auditor"), to conduct an audit or investigation in connection with those funds. Contractor agrees to cooperate with the Auditor in the conduct of the audit or investigation, including without limitation providing all records requested. Contractor will include this provision in all contracts with permitted subcontractors.
19. **Jurisdiction:** Any disputes under this Agreement shall be brought in a court of competent jurisdiction in Harris County, Texas and governed by Texas law.
20. **Alternative Dispute Resolution:** To the extent that Chapter 2260, Texas Government Code, is applicable to this Contract and is not preempted by other applicable law, the dispute resolution process provided for in Chapter 2260 and the related rules adopted by the Texas Attorney General Pursuant to Chapter 2260, shall be used by City and Contractor to attempt to resolve any claim for
21. **Entire Agreement:** This Agreement contains the entire understanding between the Parties and supersedes all prior agreements, arrangements, and understanding, oral or written between the Parties relating to this Agreement. This Agreement may not be modified except by mutual written agreement of the Parties executed subsequent to this Agreement.
22. **Eligibility to Receive Payment:** Contractor certifies that, as a matter of state law, it is not



ineligible to receive the Agreement and payments pursuant to the Agreement and acknowledges that the Agreement may be terminated, and payment withheld if this representation is inaccurate.

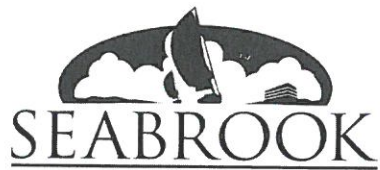
23. **Payment of Debt/Delinquency to State:** Contractor certifies that it is not indebted to the City of Seabrook and is current on all taxes owed to the City of Seabrook. Contractor agrees that any payments owing to Contractor under the Agreement may be applied directly toward any debt or delinquency that Contractor owes the City of Seabrook regardless of when it arises, until such debt or delinquency is paid in full.
24. **Products and Materials Produced in Texas:** If Contractor will provide services under the Agreement, Contractor covenants and agrees that in performing its duties and obligations under the Agreement, it will purchase products and materials produced in Texas when such products and materials are available at a price and delivery time comparable to products and materials produced outside of Texas.
25. **Risk of Loss:** If applicable, all work performed by Contractor pursuant to the Agreement will be at Contractor's exclusive risk until final and complete acceptance of the work by City. In the case of any loss or damage to the work prior to City's acceptance, bearing such loss or damage will be Contractor's responsibility.
26. **Publicity:** Contractor shall not use City's name, logo or likeness in any press release, marketing materials or other public announcement without receiving City's prior written approval.
27. **Legal Construction/Severability:** In the event that any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision, and this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained in it. To this end, the provisions of this Agreement are declared to be severable. The Parties may mutually agree to renegotiate the Agreement to cure such illegality/invalidity or unconstitutionality if such may be reasonably accomplished.
28. **Limitations:** The Parties are aware that there are constitutional and statutory limitations on the authority of City to enter into certain terms and conditions of the Agreement, including, but not limited to, those terms and conditions relating to liens on City's property; disclaimers and limitations of warranties; disclaimers and limitations of liability for damages; waivers, disclaimers and limitations of legal rights, remedies, requirements and processes; limitations of periods to bring legal action; granting control of litigation or settlement to another party; liability for acts or omissions of third parties; payment of attorneys' fees; dispute resolution; indemnities; and confidentiality (collectively, the "Limitations"). Any terms and conditions related to the Limitations will not be binding on City except to the extent authorized by the laws and Constitution of the State of Texas.
29. **Sovereign Immunity:** The Parties agree that neither the execution of the Agreement by City nor any other conduct, action or inaction of any City representative relating to the Agreement constitutes a waiver of sovereign immunity by City. The Parties also agree that this Agreement constitutes a governmental function and is not a proprietary function.
30. **Authority:** The Parties stipulate that in entering into this Agreement, the City is performing a solely governmental function and not a proprietary function. Contractor warrants and represents that



Contractor has full power and authority to enter into and perform this Agreement and to make the grant of rights contained herein. The person signing on behalf of City represents that he/ she has authority to sign this Agreement on behalf of City.

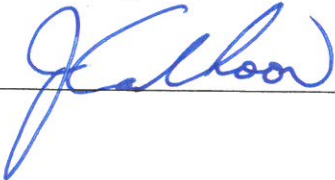
31. **Non-Waiver:** The Parties specifically agree that neither the occurrence of an event giving rise to a breach of contract claim nor the pendency of a claim constitute grounds for the suspension of performance by Contractor. No covenant or condition of this Agreement may be waived except by written consent of the waiving party. Forbearance or indulgence by one party in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by the other party.
32. **Prohibitions Pursuant to Texas Government Code:** By executing this Agreement Contractor verifies that Contractor (1) does not boycott Israel and will not during the term of this Agreement per Section 2274.002; (2) is not engaged in business with Iran, Sudan, or any company on the list referenced in Section 2252.152; (3) does not boycott energy companies and will not during the term of this Agreement per 2274.002; and (4) does not have a practice, policy, guidance, or directive of this Agreement against a firearm entity or firearm trade association and will not during the term of this Agreement per 2274.002.

(signature block on next page)



Executed on April 22, 2026.

Corestone Paving & Construction - "Contractor"

By: 

CITY OF SEABROOK - "City"

By: _____

Gayle Cook, City Manager

Attest:

City Secretary



Exhibit A

**Corestone Construction Proposal (Revision #1, dated March
18, 2026)**

(There are **4** pages for Exhibit A, including this page)



Corestone.
PAVING & CONSTRUCTION

3/18/2026

City of Seabrook
1700 First Street
Seabrook, Tx 77586
Phone: 281.291.5719

Attn: Brian Craig (bcraig@seabrooktx.gov)

City of Seabrook Street Repair
Asphalt Mill & Overlay
HA5 High Density Mineral Bond
Revision #1 – Area Pricing Breakdown
CP Contract #: 25/035MR-16

Scope of Work:

Corestone Construction proposes to furnish all labor and materials to perform work at the above referenced project location. The proposed work to be performed shall be inclusive of all items listed below. Items shown in the drawings provided but not specifically listed below shall not be considered as part of the proposed scope of work.

Asphalt Pavement Repair – Approx. ~ 12,500 Sq. Ft. (5 Areas)

Area 1 (Staples from 3rd to 1004 Staples): 4,050 sqft

Area 2 (Staples at 4th): 574 sqft

Area 3 (4th at Grunwald): 495 sqft

Area 4 (By 1002 4th): 2,235 sqft

Area 5 (Front 913 Staples): 525 sqft

Area 6 (5th at Bryan): 1,860 sqft

Area 7 (Lidstone): 567 sqft

Area 8 (Nickleson): 408 sqft

Area 9 (7th): 1,848 sqft

- Mill designated failed asphalt areas at a depth of 2-3"
 - Milling machine has a minimum width of 7"
 - Haul off all excavated spoils from jobsite.
 - Apply SS-1 tack coat to edges of perimeter asphalt
 - Install 2 ½" of Type D HMAC.
 - Compact installed asphalt using a 3-5-ton roller to a finished thickness of Approx. 2".
 - Includes Traffic Control
- All above work is priced to be done together in 1 phase/mobilization, if areas are wanting to be separated and done in multiple mobilizations, then pricing is subject to change.

HA5 High Density Mineral Bond Installation – Approx. 9,128 Sq.Yd.

- Clean & prepare surface using high pressure air & wire bristle brooms.
 - Install "HA5" High Density Mineral Bond advanced performance pavement preservation treatment.
 - No guarantee surface treatments will adhere to areas saturated with motor oil.
 - HA5 meets demands of High Density Mineral Bond Specification established by agency engineers.
 - Includes Traffic Control
- All crack sealing to be done by client by request.
- Excludes Striping

Area 1 (Staples from 3rd to 1004 Staples):	\$28,371.99
--	--------------------

281-651-0616 Phone | 281-255-6110 Fax
14511 Mary Jane, Tomball, TX 77377

CorestoneConstruction.com



Corestone.
PAVING & CONSTRUCTION

<u>Area 2 (Staples at 4th):</u>	\$4,021.11
<u>Area 3 (4th at Grunwald):</u>	\$3,467.69
<u>Area 4 (By 1002 4th):</u>	\$15,657.13
<u>Area 5 (Front 913 Staples):</u>	\$3,677.85
<u>Area 6 (5th at Bryan):</u>	\$13,030.10
<u>Area 7 (Lidstone):</u>	\$3,972.08
<u>Area 8 (Nickleson):</u>	\$2,858.22
<u>Area 9 (7th):</u>	\$12,946.03
<u>HA5 High Density Mineral Bond Installation:</u>	\$92,048.16
Total Project Cost:	\$180,050.36
Payment & Performance Bond:	\$4,626.00

*****Price Guarantee*** - Corestone Construction prides itself on its quality, best-in-class customer service. Project pricing is based on utilization of the highest quality materials and exceptional workmanship which exceeds industry standards. Our pricing policy is based on a “*best product, best price*” guarantee. If at any time you receive a lower price, please contact us immediately to discuss your project scope of work in more detail. ******

Project Exclusions:

- Excludes any wall Sawing.
- Site Utilities or trench drain Installation.
- Dewatering
- Performance or payment bond.
- Waterproofing
- Light pole bases and foundations
- Termite treatment
- SWPPP
- Trash haul-off or Dumpsters for trash
- Any site utilities.
- CMU reinforcing or fill.
- Staining or coloring of concrete
- Joint sealing
- Sales Tax
- Permitting
- Landscape work or backfilling curbs.
- Landscaping sleeves
- Excludes any testing of soils, existing sub-grade, concrete etc.
- Excludes any traffic control plan – barricades, barrels, flagmen, uniformed officer, signage etc.
- Excludes post construction site grading and sod installation or hydro-mulching.
- Excludes any demolition of existing sewer lines.
- Excludes installation of security or temporary fencing.

Additional Qualifications

- IT IS THE RESPONSIBILITY OF THE CUSTOMER/CLIENT TO HAVE ALL THE UTILITIES WITHIN THE CONSTRUCTION AREA CLEARLY MARKED.
- CORESTONE SHALL NOT BE RESPONSIBLE FOR IMPROPERLY MARKED UTILITIES.
- Thorough bid validation must be performed prior to performing any work.

281-651-0616 Phone | 281-255-6110 Fax
14511 Mary Jane, Tomball, TX 77377

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PAVING & CONSTRUCTION

- Pricing assumes all line items to be awarded. Deletion of specific lines items may result in price adjustments to other line items associated with similar work. Work approved but required to be performed in multiple phases may result in additional mobilization charges.
 - All Work shall be performed in 1 continuous phase.
 - All testing to be performed by others.

Submitted By: Jack Melsheimer

3/18/2026
Date

Accepted By:

Date



1/8/26

Brian Craig
City of Seabrook
1100 Red Bluff Rd
Seabrook, TX 77586

RE: Asphalt Repairs

Dear Brian,

We are pleased to present our proposal for the Asphalt Repairs Project, based on our previous site visit. This proposal is offered through OMNIA Partners Cooperative JOC Contract #04-29. Please see scope of work below:

Scope of Work:

SITE MEASURES:

- *Full-time Superintendent onsite for duration of project*
- *Temp barricades, reflective signage*
- *Flagmen and radios for manned traffic control*
- *Final cleaning service upon completion of project*

ASPHALT REPAIR:

- *Layout*
- *Sawcuts for partial/point patches*
- *Sawcuts at intersections/terminations for full width repairs*
- *2" milling and overlay at areas/quantities defined below with HMA Type "D"*
- *Crack seal all new sawcut joints to make ready for sealcoating*

SEALCOATING:

- *"Polymer-Modified Masterseal" by Sealmaster Pavement Products (see attached cutsheet for reference on product data)*

Exclusions:

- 1. Unforeseen conditions. Scope not explicitly listed in this proposal*
- 2. Site security measures and/or camera surveillance*
- 3. Contingencies*
- 4. Sales tax. (City to provide tax exemption certificate)*
- 5. Excludes design services for architectural and/or engineering*
- 6. City permit fees, \$0 cost assumed for city project*
- 7. Construction materials testing*

-Red Oak Construction, LLC-
211 E. Parkwood Ave. Ste #102
Friendswood, TX 77546
(832) 545-1535



Number	Location	Length	Width	Area (S.F.)
1	Staples from 3rd to 1004 Staples	270	15	4,050
2	Staples at 4th (westside on radius)	17	4	68
3	Staples at 4th (eastside down to 1002 Staples)	65	7	455
4	4th at Grunwald (by fire hydrant)	33	15	495
5	1002 4th	149	15	2,235
6	913 Staples	75	7	525
7	5th at Bryan	62	14	868
8	5th at Bryan (point 2)	3	11	33
9	Lidstone	81	6	486
10	Nicholson	24	17	408
11	7th St	156	7	1092
12	7th St (point 2)	108	5	540
GRAND TOTAL				11,255
CONTINGENCY	500 S.F. Allowance of Misc. Base Repairs	-	-	500
BREAKOUT PRICE	Sealcoating (all streets in red on Map)	-	-	60,000

Proposed Schedule Duration:

This project is anticipated to take 4-5 weeks in total. A critical path method, Gantt chart format project schedule will be issued to client upon contract award.

-Red Oak Construction, LLC-
 211 E. Parkwood Ave. Ste #102
 Friendswood, TX 77546
 (832) 545-1535



SCOPE	TOTAL
BASE BID	
<i>Asphalt Repairs Bid</i>	\$162,898.85
<i>Sealcoating Bid</i>	\$54,691.05
<i>500 S.F. Base Repairs Contingency Fund (Final Quantity TBD)</i>	\$8,000.00
<i>Payment and Performance Bond Premium Fees</i>	\$5,639.75
GRAND TOTAL:	\$231,229.65

Assumes mutually agreeable owner contract/purchase order terms. NET30 payment terms upon completion. Insurance certificate to be provided for Automotive, Umbrella, Workman's Comp, and General Liability. Includes one year standard warranty.

We appreciate the opportunity and look forward to working with you on this project. Please feel free to contact us with any further questions.

Sincerely,

Allyn D. Cheves

Allyn Cheves

Owner

Certified JOC Professional #24-443

Attachments: RS Means Estimate

-Red Oak Construction, LLC-
211 E. Parkwood Ave. Ste #102
Friendswood, TX 77546
(832) 545-1535

Cost Estimate Report

City of Seabrook

Seabrook, TX, 77586

1700 1st St

Date: 01/30/2026

COS - Asphalt Repairs

Year 2025 Quarter 4

Unit Detail Report

Prepared By: Allyn Cheves

Red Oak Construction LLC

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
Division 01 General Requirements					
013113200280	Field personnel, superintendent, maximum	4.00	Week	\$4,225.00	\$16,900.00
015433203350	Rent, smooth drum vibratory roller, 75 H.P., Incl. Hourly Oper. Cost.	1.00	Month	\$7,217.23	\$7,217.23
015433204620	Rent front end loader, 4WD, art. frame, diesel, 1.5 - 1.75 CY 95 HP, Incl. Hourly Oper. Cost.	1.00	Month	\$8,251.32	\$8,251.32
015433204880	Rent loader, skid steer, wheeled, 10 CF, 30 HP, Incl. Hourly Oper. Cost.	1.00	Month	\$4,170.16	\$4,170.16
015433205250	Rent truck, dump, 2-axle, 12 ton, 8 C.Y. payload, 220 H.P., Incl. Hourly Oper. Cost.	1.00	Month	\$8,838.17	\$8,838.17
015433406410	Rent toilet portable chemical, Incl. Hourly Oper. Cost.	1.00	Month	\$279.86	\$279.86
015433503400	Highway equip rental;road sweeper,self-propelled,8'wide,90 H.P., Incl. Hourly Oper. Cost.	1.00	Month	\$10,736.52	\$10,736.52
015623100300	Barricades, wood barrier walls, stock units, plain, buy, 6' high, 8' wide	20.00	Ea.	\$273.00	\$5,460.00
015623101300	Barricades, barricade tape, polyethylene, 7 mils thick, 3" wide x 300' long roll	2.00	Ea.	\$9.77	\$19.54
015623103010	Detour sign, reflective aluminum, MUTCD, 24" x 24", post mounted	6.00	Ea.	\$24.50	\$147.00
Division 01 General Requirements Subtotal					\$62,019.80
Division 02 Existing Conditions					
024113175100	Demolish, remove pavement & curb, remove bituminous driveways, excludes hauling and disposal fees	1,251.00	S.Y.	\$7.75	\$9,695.25
024119192050	Selective demolition, rubbish handling, 0'-100' haul, load, haul, dump and return, forklift, cost to be added to demolition cost	70.00	C.Y.	\$44.98	\$3,148.60
024119195100	Selective demolition, rubbish handling, over 8 C.Y. truck, loading & trucking, haul, per mile, includes 2 mile haul, cost to be added to demolition cost	70.00	C.Y.	\$1.14	\$79.80

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
Division 02	Existing Conditions Subtotal				\$12,923.65
Division 31	Earthwork				
312323200036	Cycle hauling(wait, load, travel, unload or dump & return) time per cycle, excavated or borrow, loose cubic yards, 10 min wait/load/unload, 8 C.Y. truck, cycle 8 miles, 20 MPH, excludes loading equipment	70.00	L.C.Y.	\$11.46	\$802.20
Division 31	Earthwork Subtotal				\$802.20
Division 32	Exterior Improvements				
320117200200	Flexible pavement patches, roadway, light traffic, sawcut, 61-100 S. F.	12.00	Ea.	\$300.88	\$3,610.56
320117200480	Flexible pavement patches, roadway, add flagger for non-intersection medium traffic	320.00	Hr.	\$75.31	\$24,099.20
320117610230	Sealing cracks in asphalt paving, light traffic, rapid set, 1/2" wide x 2" deep	1,000.00	L.F.	\$3.81	\$3,810.00
320610100020	Sidewalks, driveways, and patios, side walks, asphaltic concrete, 2" thick, excludes base	1,251.00	S.Y.	\$17.57	\$21,980.07
321216133000	Plant-mix asphalt paving, pre-treatment for paving, prime coat, emulsion, 0.30 gallons/S.Y., 1000 S.Y.	1,251.00	S.Y.	\$5.53	\$6,918.03
Division 32	Exterior Improvements Subtotal				\$60,417.86
Subtotal					\$136,163.51
General Contractor's Markup on Subs				10.00%	\$11,926.35
Subtotal					\$148,089.86
General Conditions				10.00%	\$14,808.99
Subtotal					\$162,898.85
General Contractor's Overhead and Profit				0.00%	\$0.00
Grand Total					\$162,898.85

Cost Estimate Report

City of Seabrook

Seabrook, TX, 77586

1700 1st St

Date: 01/30/2026

COS - Asphalt Sealcoating

Year 2025 Quarter 4

Unit Detail Report

Prepared By: Allyn Cheves

Red Oak Construction LLC

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
Division 01 General Requirements					
013113200280	Field personnel, superintendent, maximum	1.00	Week	\$4,225.00	\$4,225.00
Division 01	General Requirements Subtotal				\$4,225.00
Division 32 Exterior Improvements					
320117200480	Flexible pavement patches, roadway, add flagger for non-intersection medium traffic	80.00	Hr.	\$75.31	\$6,024.80
321236331210	Slurry Seal, Type III-PMCQS-1h-EAS, (25lbs/sy, 3/8", 15% asphalt emulsion), small, irregular areas	6,666.70	S.Y.	\$5.30	\$35,333.51
Division 32	Exterior Improvements Subtotal				\$41,358.31

LineNumber	Description	Quantity	Unit	Total Incl. O&P	Ext. Total Incl. O&P
Subtotal					\$45,583.31
General Contractor's Markup on Subs				10.00%	\$4,135.83
Subtotal					\$49,719.14
General Conditions				10.00%	\$4,971.91
Subtotal					\$54,691.05
General Contractor's Overhead and Profit				0.00%	\$0.00
Grand Total					\$54,691.05

An aerial photograph of a suburban neighborhood. The image shows a grid of streets with houses on either side. Many houses have swimming pools in their backyards. There are trees and greenery throughout the area. The text 'CIP S-34 Rural Street Preventive Maintenance Project' is overlaid in white on a dark blue background that spans across the top half of the image.

CIP S-34 Rural Street Preventive Maintenance Project

Job Order Contract with Corestone Construction
City Council Presentation

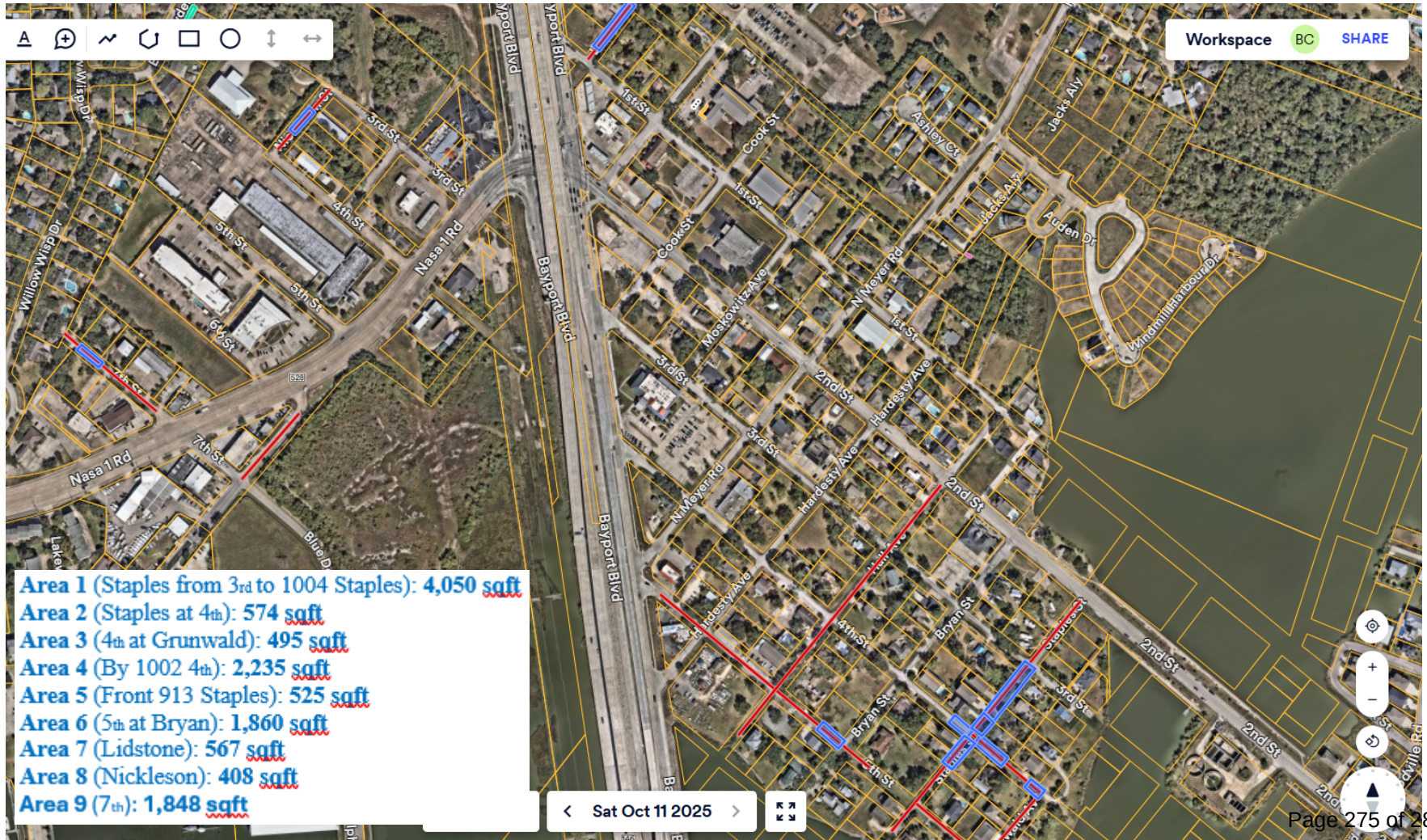


Project Scope and Objectives

- Extend the service life of existing rural streets.
- Improve ride quality and roadway durability.
- Address surface deterioration before major reconstruction is required.
- Provide cost-effective pavement preservation for City infrastructure.

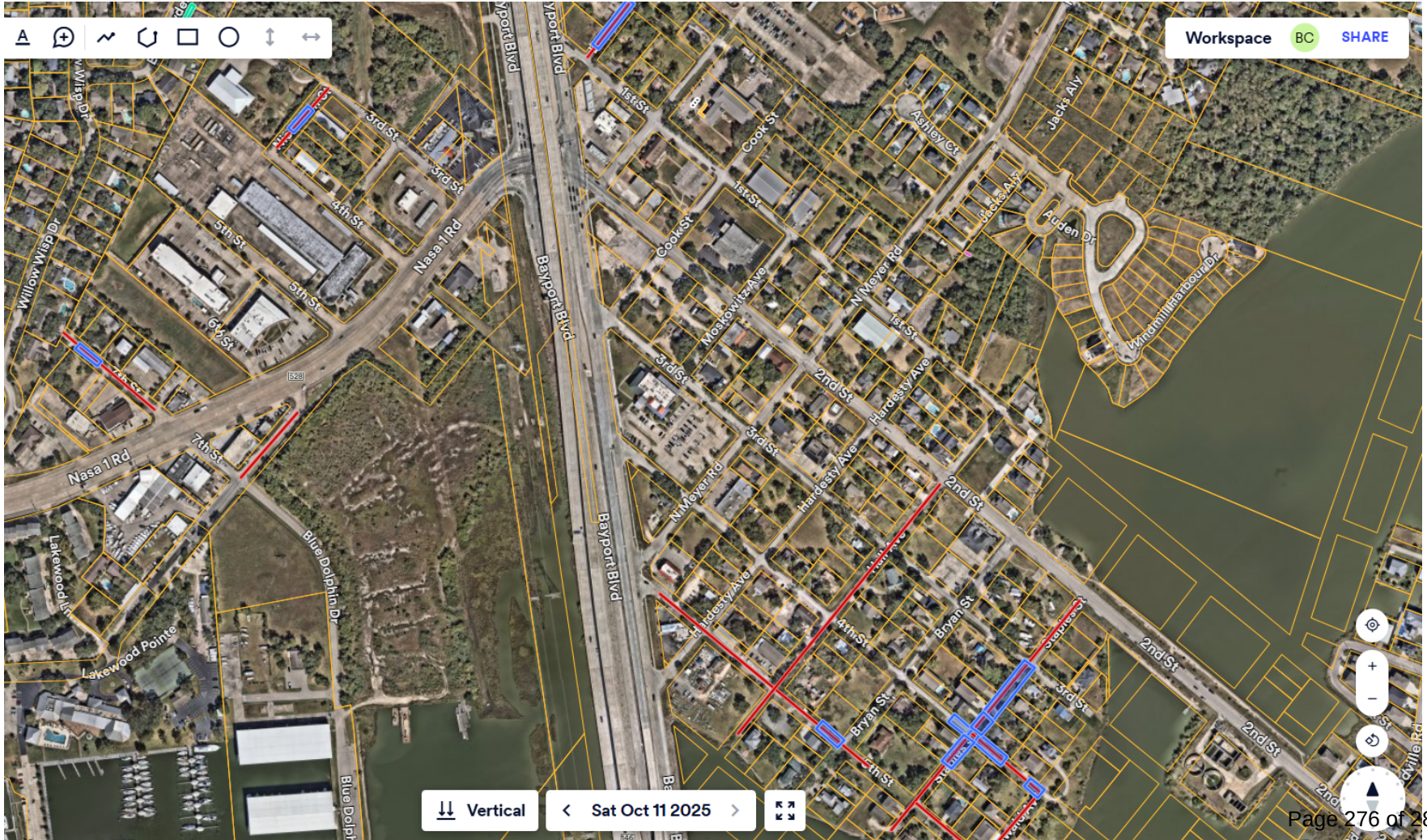
Location of Point Repairs

Point repair involves milling/removing the damaged pavement, applying tack coat and installing new asphalt.



Location of Surface Treatment

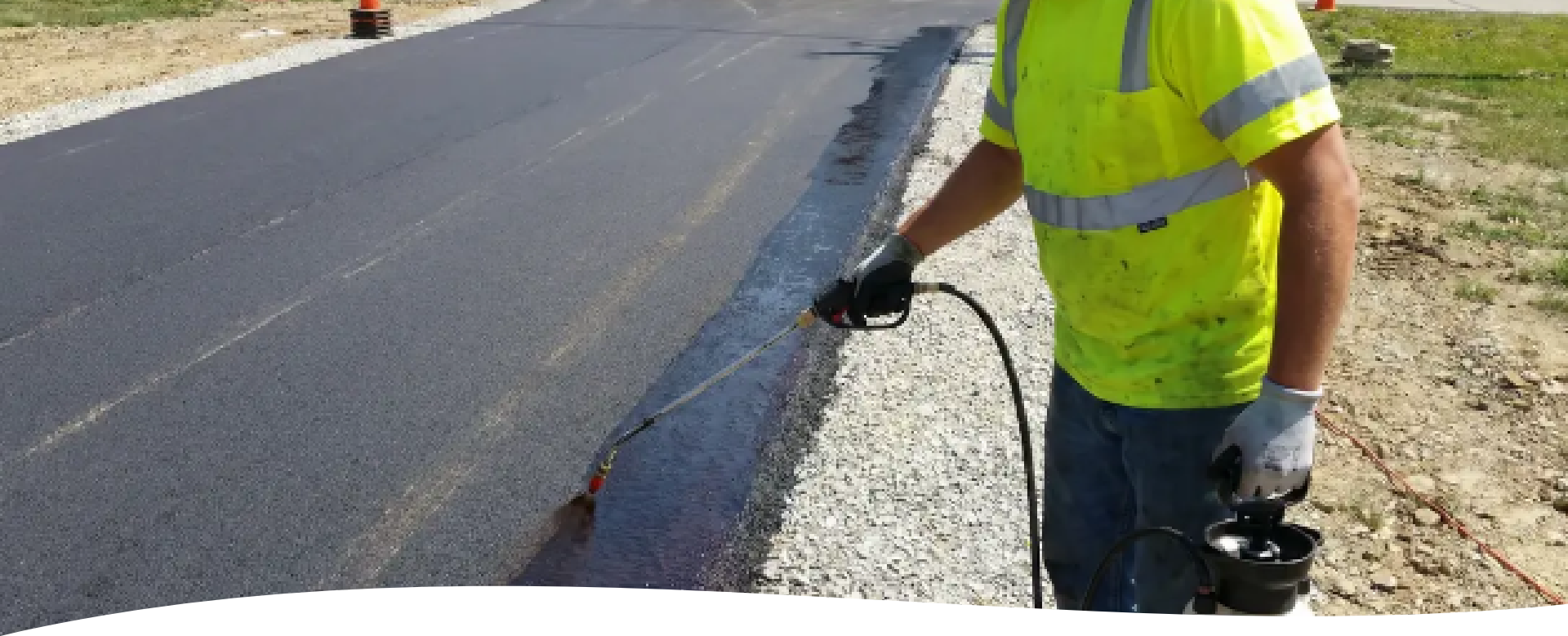
Surface Treatment will be the HA5 High Density Mineral Bond





Asphalt Pavement Milling

- Milling removes the worn or damaged asphalt surface layer.
- Creates a smooth and uniform base for new asphalt placement.
- Improves roadway profile and drainage performance.
- Allows recycling and reuse of milled asphalt materials where applicable.



Tack Coating Along Asphalt Edges

- Tack coat is a bonding agent applied between asphalt layers.
- Ensures proper adhesion between existing pavement and new asphalt.
- Reduces the potential for slippage, cracking, and premature failure.
- Provides a stronger and longer-lasting pavement structure.

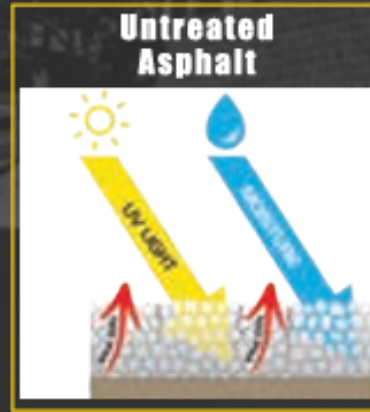


Installation of Type D HMAC

- Type D Hot Mix Asphalt Concrete (HMAC) provides a durable driving surface.
- Overlay improves structural integrity and ride quality.
- Designed to withstand traffic loading and weather conditions.
- Enhances roadway appearance and overall pavement performance.



HOW HA5 IMPACTS ASPHALT AGING



"Using conventional as well as leading-edge testing methods to identify the age hardening of the asphalt binders, researchers have identified a 67% delay in the age hardening of the asphalt binder with HA5 installed as a pavement preservation treatment. This reduction in age hardening and flexibility loss supports an in-field case study where

HA5 High Density Mineral Bond Finish

- HA5 is a high-density mineral bond surface treatment.
- Seals the pavement surface to reduce water intrusion and oxidation.
- Improves skid resistance and roadway durability.
- Extends pavement life while reducing long-term maintenance costs.

May 2026

May 2026							June 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	7	1	2	3	4	5	6
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
31							28	29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1	2 Election Day
3	4	5 6:00pm Regular City Council Meeting (City Hall)	6	7 6:00pm Parks & Trails Committee Meeting (Public Works Facility)	8	9
10	11	12	13 6:00pm Council Meeting - Election Canvass (Council Chambers)	14 6:00pm Seabrook Economic Development Board of Directors Meeting	15	16 9:00am Kites Over Pine Gully Park (Pine Gully Park)
17	18	19 6:00pm Regular City Council Meeting (City Council Chamber)	20	21 6:00pm Seabrook Planning & Zoning Commission Meeting (Council Chamber)	22	23
24	25 9:00am Remembering Our Fallen (Veterans Memorial)	26	27	28	29	30
31	Jun 1	2	3	4	5	6

June 2026

June 2026							July 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	8	9	10	11
21	15	16	17	18	19	20	19	20	21	15	16	17	18
28	22	23	24	25	26	27	26	27	28	22	23	24	25

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1	2	3	4	5	6
	Runoff Election					
		6:00pm Regular City Council Meeting (City Hall)		6:00pm Parks & Trails Committee Meeting (Public Works Facility)		
7	8	9	10	11	12	13
Runoff Election				6:00pm Seabrook		
Runoff Election						
14	15	16	17	18	19	20
		6:00pm Regular City Council Meeting (City Council Chamber)		6:00pm Seabrook Planning & Zoning Commission Meeting (Council Chamber)		
21	22	23	24	25	26	27
			6:00pm Canvass Runoff Election (Council Chambers)			
28	29	30	Jul 1	2	3	4