



**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, JUNE 16, 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, JUNE 16, 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 of the Lucky Trails Post-Event Report. *Representative from 3 Bros Running*

1.2 Presentation of the Certificate of Court Clerk Level II to Elva Martinez recognizing her for achieving certification as a Court Clerk Level II by the State of Texas, and acknowledging her professional accomplishment. *Dick Gregg Municipal Court Judge*

1.3 Presentation of the Annual Review by Carother's Coastal Gardens 501(c)(3) for the Carother's Community Garden project. *Representative from Carother's Coastal Gardens*

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 regarding the award of Request for Qualifications (RFQ) 2026-09 for a Financial Audit of the 2021 Impact Fees to Baker Tilly US, LLC and authorize the City Manager to execute the associated contract.

3.2 Consider and take all appropriate action on the approval of a Request for Proposals (RFP) #2026-07, Health & Welfare, for employee medical and prescription benefits with Blue Cross Blue Shield of Texas (BCBSTX), dental insurance with Aetna, and vision insurance with Superior Vision for plan year 2026-2027 and authorize the City Manager to execute the associated contract documents. *Crissy Naranjo, Director of Human Resources*

3.3 Consider and take all appropriate action on approval of renewals in Request for Proposals (RFP) #2026-07, Health & Welfare Benefits, for Ancillary Plans to include Life & Disability with Symetra, FSA and COBRA with Surency, Health Saving Account (HSA) with HSA Bank, Legal Protection & ID Theft with LegalShield, Employee Assistance Program (EAP) with Aetna, Voluntary Benefits with Colonial Life, and Long Term Care with Unum for plan year 2026-2027 and authorize the City Manager to execute the associated contract documents. *Crissy Naranjo, Director of Human Resources*

4. CONSENT AGENDA

4.1 Approve the minutes of the June 2, 2026 City Council meeting.

5. NEW BUSINESS

5.1 Consider and take all appropriate action on the purchase of a picnic shelter structure at Wildlife Park from May Recreation Equipment through the purchasing cooperative BuyBoard Contract #781-25 in the amount of \$28,979.00, to recognize and use the Helen Burton Donation fund. This item will require supplemental funding from Capital Improvement Projects (CIP) Fund 28 and will require a CIP amendment. *Brian Craig, Director of Public Works | City Engineer*

5.2 Consider and take all appropriate action on Resolution 2026-07, Dedication of Land as Open Space and Parkland, 715 Main Street. *Gayle Cook, City Manager*

A RESOLUTION OF THE CITY OF SEABROOK, TEXAS, DEDICATING 2.35 ACRES OF LAND LOCATED ALONG 713 MAIN STREET, THE SITE OF THE FORMER CITY WASTEWATER TREATMENT PLANT, AS DESCRIBED IN EXHIBIT "A," FOR USE AS OPEN SPACE IN PERPETUITY, AS REQUIRED BY THE TEXAS PARKS AND WILDLIFE DEPARTMENT; APPROVING THE TERMS AND CONDITIONS OF THE AGREEMENT; PROVIDING A SEVERABILITY

CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

5.3 Consider and take all appropriate action on first and final reading of Ordinance 2026-09, Budget Amendment No. 3, Amending the Budget for the fiscal year beginning October 1, 2025 and ending September 30, 2026 for General Fund, Hotel Occupancy Tax (HOT) Fund, Public Educational and Governmental Fund (PEG), Economic Development Corporation (EDC) Fund, and General Fund Vehicle Equipment Replacement Fund.

AN ORDINANCE AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026 BY AUTHORIZING CERTAIN ADDITIONS IN THE AMOUNT OF \$ 724,912.01 FOR GENERAL FUND, HOTEL OCCUPANCY TAX FUND, PUBLIC EDUCATIONAL AND GOVERNMENTAL FUND, ECONOMIC DEVELOPMENT CORPORATION FUND, AND GENERAL FUND VEHICLE EQUIPMENT REPLACEMENT FUND; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO FACILITATE THE CHANGES IDENTIFIED; AND FINDING AVAILABLE UNENCUMBERED FUNDS FOR THE SUPPLEMENTAL APPROPRIATION AND/OR RESERVE REDUCTION.

5.4 Consider and take all appropriate action regarding Amendment No. 2 to the Fiscal Year 2026 Capital Improvement Program.

6. OLD BUSINESS

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

7. EXECUTIVE SESSION

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

551.071 Consultation with attorney regarding legal matters.

8. 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".

9. ROUTINE BUSINESS

9.1 Establish future meeting dates and agenda items.

City of Seabrook Taxpayer Impact Statement

For Fiscal Year Ending, September 30, 2026

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

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

1. Average Taxable Homestead Value:

Prior Year (FY 2023-2024)	\$303,322
Current Year (FY 2025-2026)	\$317,817

2. Tax Rates:

Prior Year Tax Rate (FY24-25)	0.455156 per \$100 valuation
No-New-Revenue (FY25-26)	0.426616 per \$100 valuation
Proposed Tax Rate (FY25-26)	0.464152 per \$100 valuation

3. Estimated Annual Tax Bill Calculation:

Scenario	Tax Rate	Estimated Tax Bill	Difference from No-New-Revenue
Prior Year (FY24-25)	0.455156	\$1446.56	\$85.57
No-New-Revenue (FY25-26)	0.428233	\$1,360.99	-----
Proposed Budget (FY25-26)	0.464152	\$1,475.15	\$114.16

Calculations:

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

Summary:

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

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, June 10, 2026, no later than 6:00 p.m. and that this notice will remain posted until the meeting has ended.

Rachel Lewis, TRMC





POST RACE REPORT 2026

PEOPLE ENJOYING OUR QUALITY GEAR





CUSTOM MADE FINISHER ITEMS



**We want
swag people
will not only
run during
our race but
afterwards.**

**Runners wearing all our gear during race you can see
significant Seabrook Branding onBibs, Socks, Shirt, and Hat.**

58.3k Views

122 Likes

Seabrook Lucky Trails Races



Seabrook
LUCKY TRAIL RACES

March 13 -15

Still Time to
Sign up!

Fri - 5k (night)
Sat - 1/2 & Full
Sun - 5k, 1/4, 1/2

SeabrookLuckyTrails.com

  122 7 comments 9 shares 53K views

 3 Bros Running Company · [Following](#)
 3 Bros Running Company · Original audio

Sign up today for the Seabrook Lucky Trails Races happening on March 13 to 15.
Sign up today at [Seabrookluckytrails.com](#) See less

Most relevant

 Ivette Crespo
NICE VIBE! 🌈

3w Like Reply Hide

 Top fan
Brandi Dupuis Hensley
Looking forward to event weekend 🙌

3w Like Reply Hide

 Tony Jac
Victoria Jac

3w Like Reply Hide

 Esther
Toro Dios

3w Like Reply See translation Hide

 Jesse Still

Comment as 3 Bros Running Company

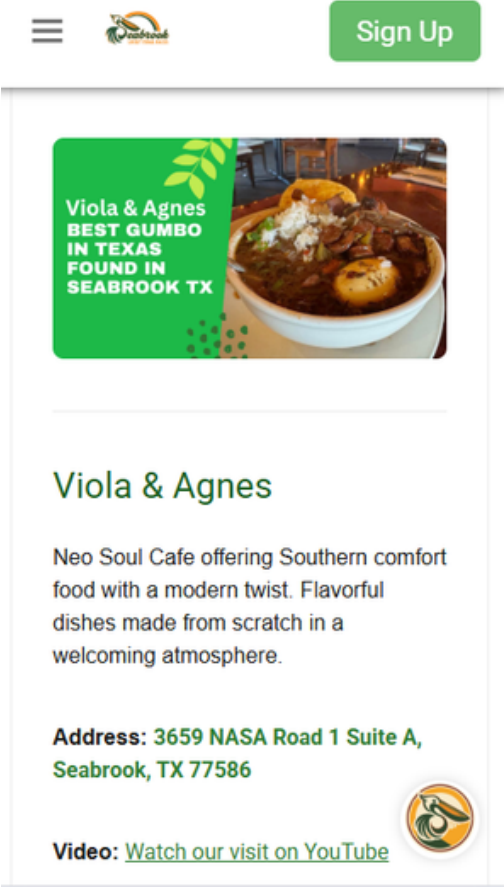
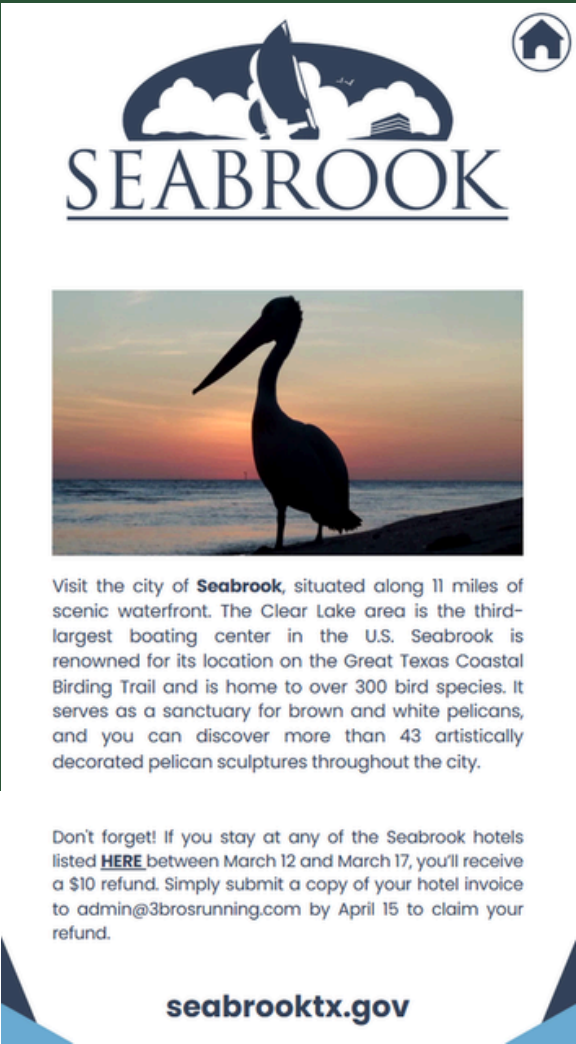
QUALITY VIDEO CONTENT



Closer on all our videos



Seabrook Lucky Trails - Marking the trails
Youtube content



Website with Original Seabrook Content

Incorporated Seabrook digitally

EXAMPLES FROM MOBILE FRIENDLY RACE WEBSITE SEABROOKLUCKYTRAILS.COM

YOUTUBE CONTENT AND ACTUAL PERSONAL TESTIMONIALS
DRIVING OUR PARTICIPANTS TO VISIT SEABROOK

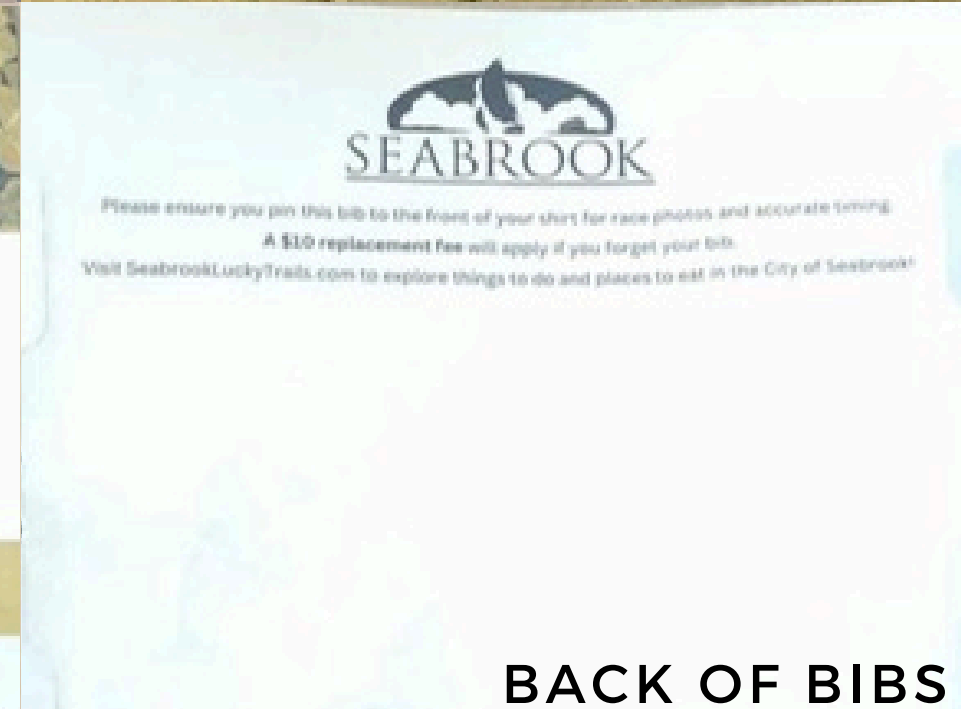
EVERGREEN CONTENT!



ACTUAL MEDALS



BIBS



BACK OF BIBS

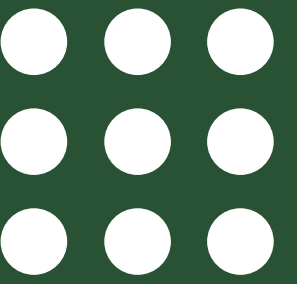


SOCKS



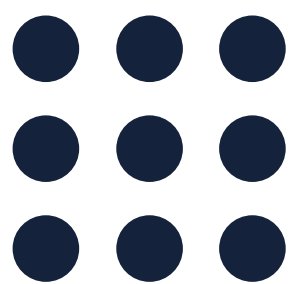
HATS

Incorporated Seabrook in everything

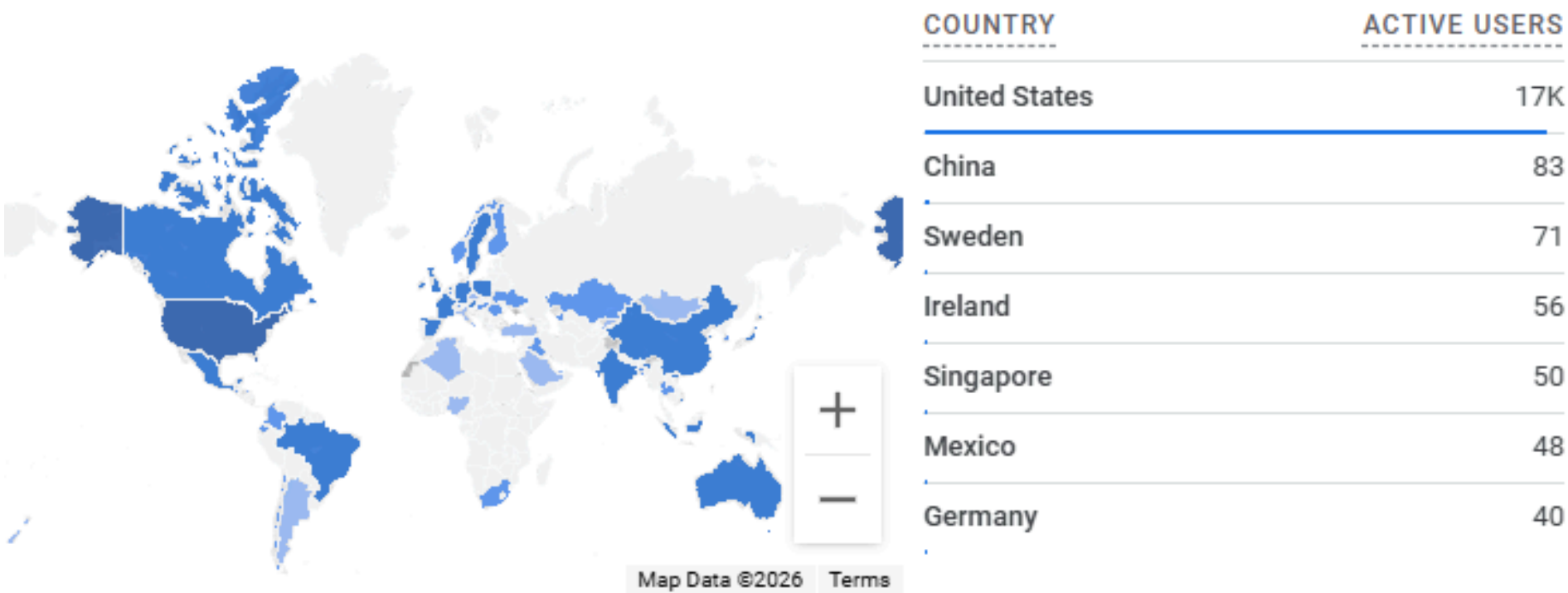


- Medals
- Bibs
- Shirts
- Hats
- Socks
- Legacy Banner
- Digital Guide
- Closer of all Youtube Videos
- Added more banners to finish with Seabrook this year

Who is visiting our race website?



- **EVERY STATE OF THE USA VISITED OUR RACE WEBSITE**
- **64 DIFFERENT COUNTRIES**



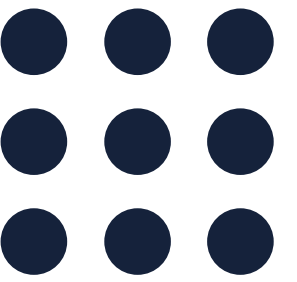
ALL DATA TAKEN FROM GOOGLE ANALYTICS DATES AUGUST 2025 TO MARCH 2026

CURRENT 117,412 FROM 100,914 IN 2025 PAGEVIEWS



SEABROOKLUCKYTRAILS.COM AND 3BROSRUNNING.COM

Social Analytics



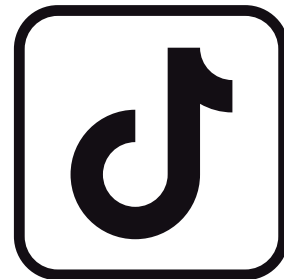
AUGUST
2025 TO
MARCH 2026



Views
21.1K

Watch time (hours)
1.0K

Impressions
240.1K



Video views

93,101

-20.8K (-18.28%) ↓

Reached audience

79,634

-26.6K (-25.01%) ↓

Profile views

436

+35 (+8.73%) ↑



Views ⓘ

1.5M ↑ 120.5%

3-second views ⓘ

378.4K ↑ 137.5%

1-minute views ⓘ

1.7K ↑ 159.7%

Content interactions ⓘ

17.4K ↑ 194.7%



Views ⓘ

276.0K ↑ 100%

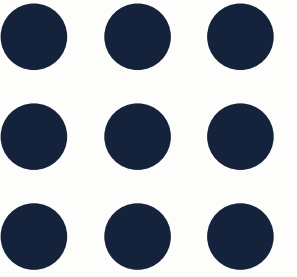
Reach ⓘ

72.1K ↑ 38.9%

Content interactions ⓘ

9K ↑ 100%

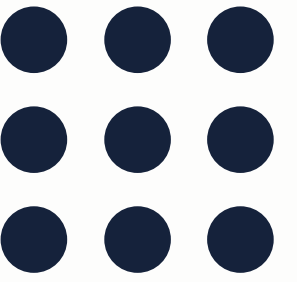
Social Analytics



- **1.9 MILLION TOTAL VIEWS:** A RECORD-SHATTERING MILESTONE FOR THE EVENT, REPRESENTING A 136% INCREASE IN TOTAL VIEWS COMPARED TO LAST YEAR (~800K).
- **704,498 UNIQUE REACH:** WE SUCCESSFULLY PLACED THE "SEABROOK" BRAND IN FRONT OF OVER 700,000 UNIQUE INDIVIDUALS, A 44% GROWTH IN REGIONAL AND NATIONAL VISIBILITY.
- **87.7% TOURISM IMPACT:** AN OVERWHELMING MAJORITY OF OUR 1,440 PARTICIPANTS (1,263 PEOPLE) TRAVELED FROM OUTSIDE SEABROOK, SERVING AS A PRIMARY ENGINE FOR LOCAL HOTEL, RETAIL, AND RESTAURANT REVENUE.

○

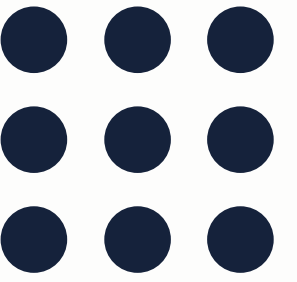
Social Analytics



“IN JUST ONE YEAR, WE’VE TRANSFORMED OUR SOCIAL PLATFORMS INTO A HIGH-PERFORMING TOURISM ENGINE FOR SEABROOK—REACHING MILLIONS, DRIVING ENGAGEMENT, AND INFLUENCING REAL TRAVEL DECISIONS. WITH CONTINUED SUPPORT, WE CAN SCALE THIS IMPACT EVEN FURTHER AND POSITION SEABROOK AS A MUST-VISIT DESTINATION ON THE GULF COAST.”



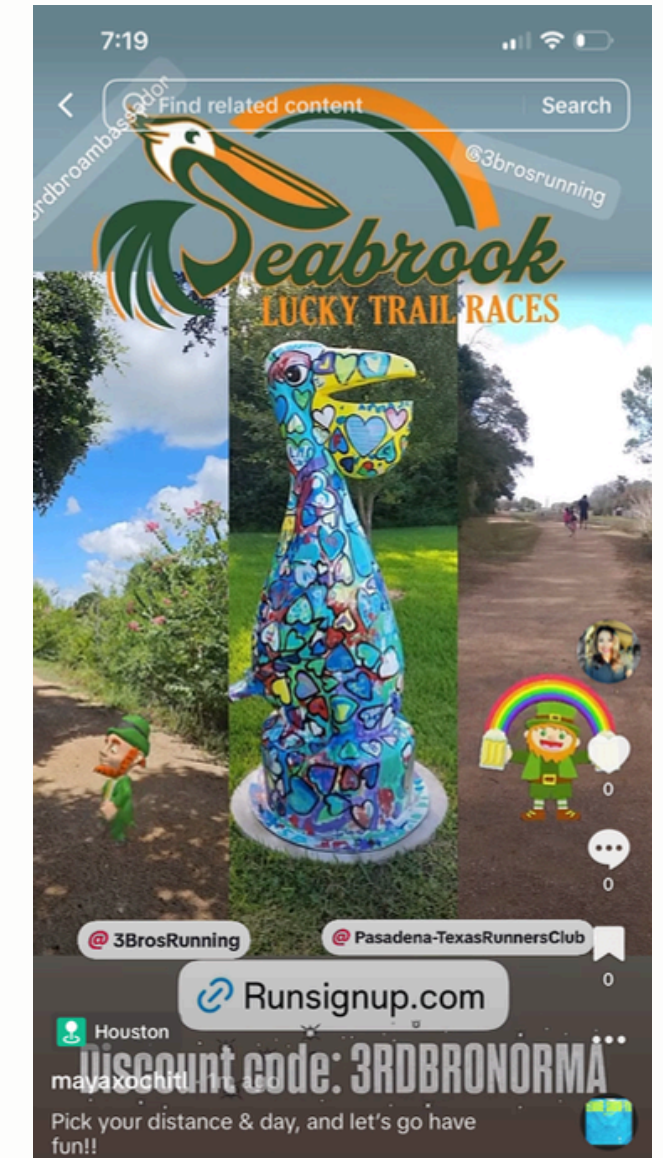
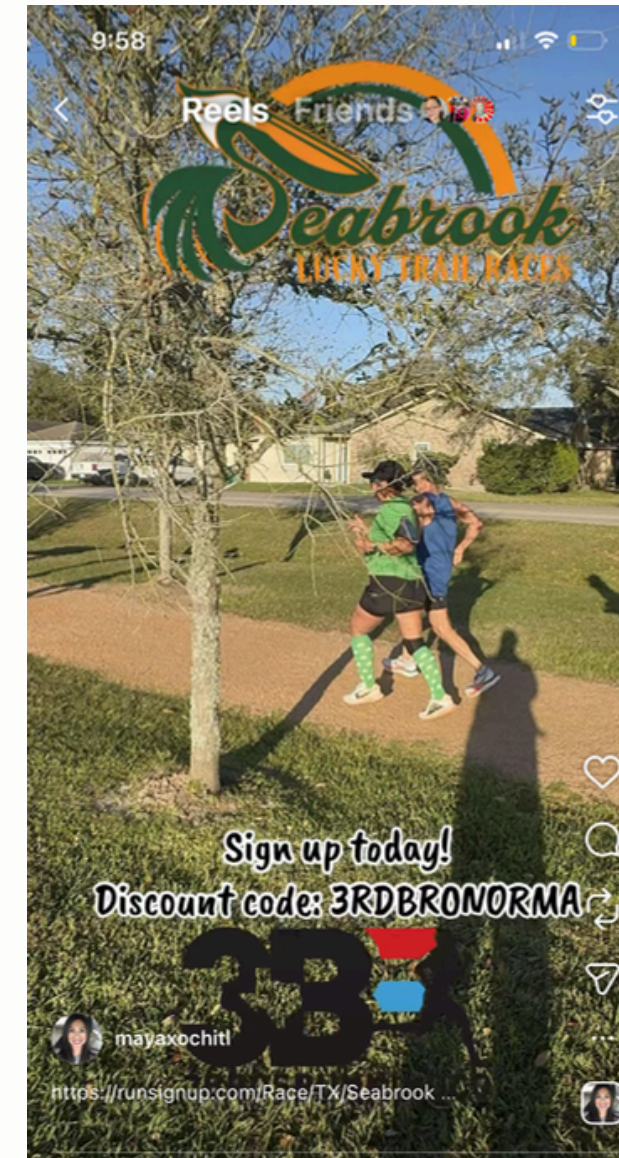
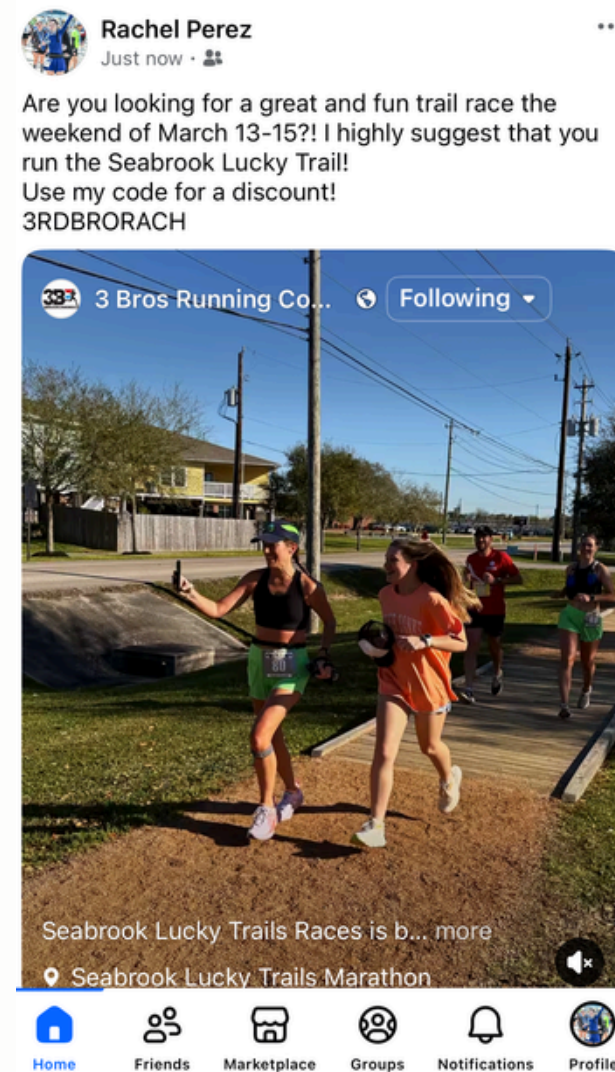
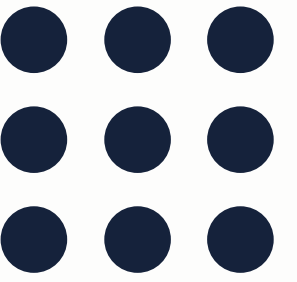
Ambassador Program



AMBASSADORS SHARE ABOUT SEABROOK THAT MAY NOT BE REACHED THROUGH TRADITIONAL MARKETING

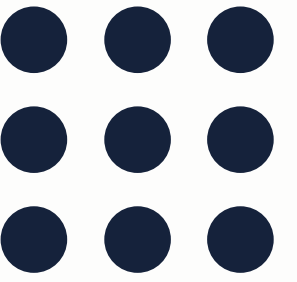
- GENERATES AUTHENTIC PROMOTION
- AMBASSADORS CREATE UNIQUE CONTENT ABOUT RACE
- INCREASED AMBASSADORS FROM **10 TO 16** THIS YEAR.
 - MORE REACH

Sample content from ambassadors



UNIQUE CONTENT THAT CREATES ORGANIC REACH FOR THE RACE AND THE CITY OF SEABROOK

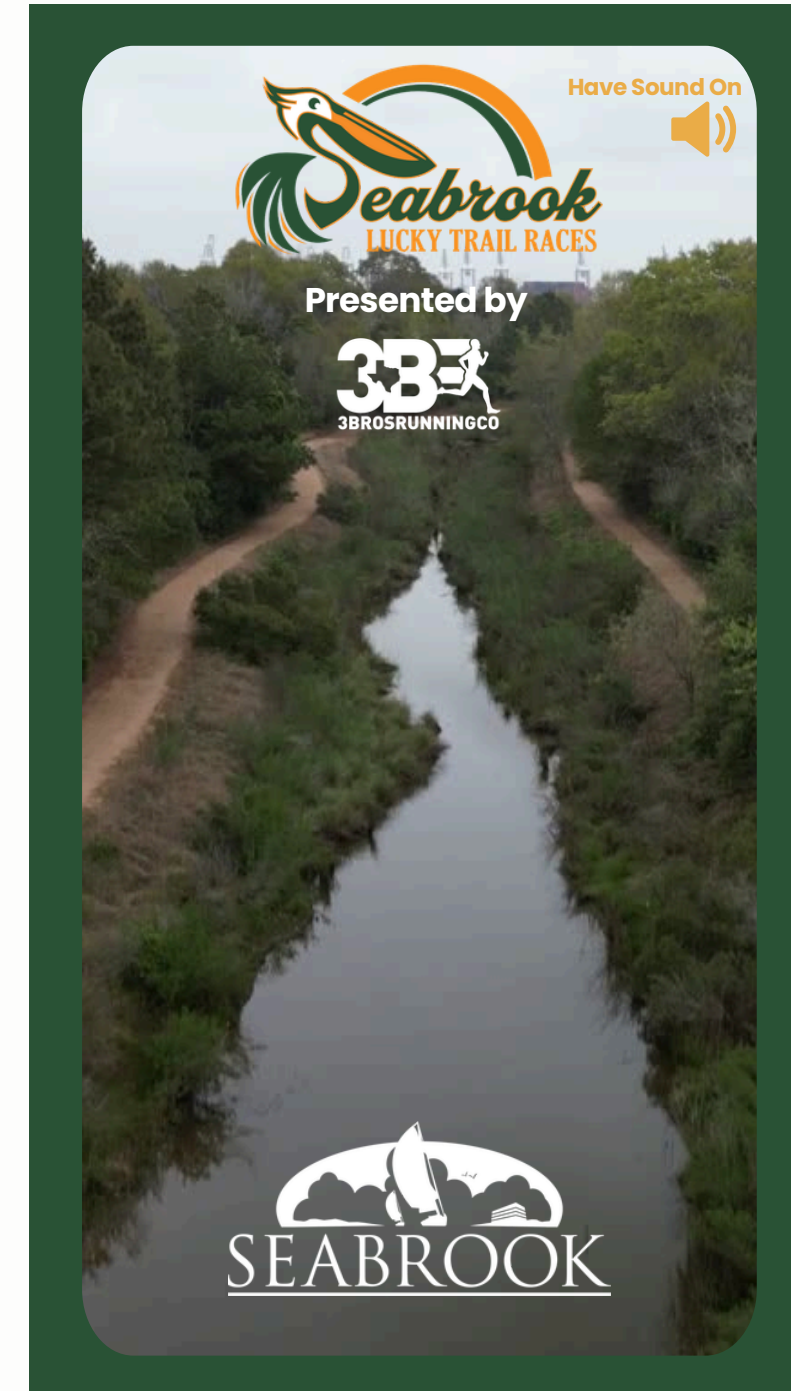
New Digital Guide



- **2,222 Pageviews**
- Improved from static PDF
- Interactive and engages Participants more
- **Mobile Design**
 - 78% mobile , 21% Desktop, 1% Tablet
 - Most came from mobile and becomes more effective
- **10 Countries visited**

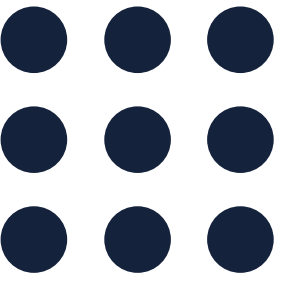


[Click to View](#)



Sample
Page

Registered Runners



Friday:

- Kids 1K: 75 Participants (Record High) | 15% Increase over 2025. **SOLD OUT**
- 5K Friday: 244 Runners | 12% Increase over 2025.

Saturday:

- Total Runners: 425 Participants
- Full Marathon: **SOLD OUT**
- Growth: 5.2% Increase from 2025

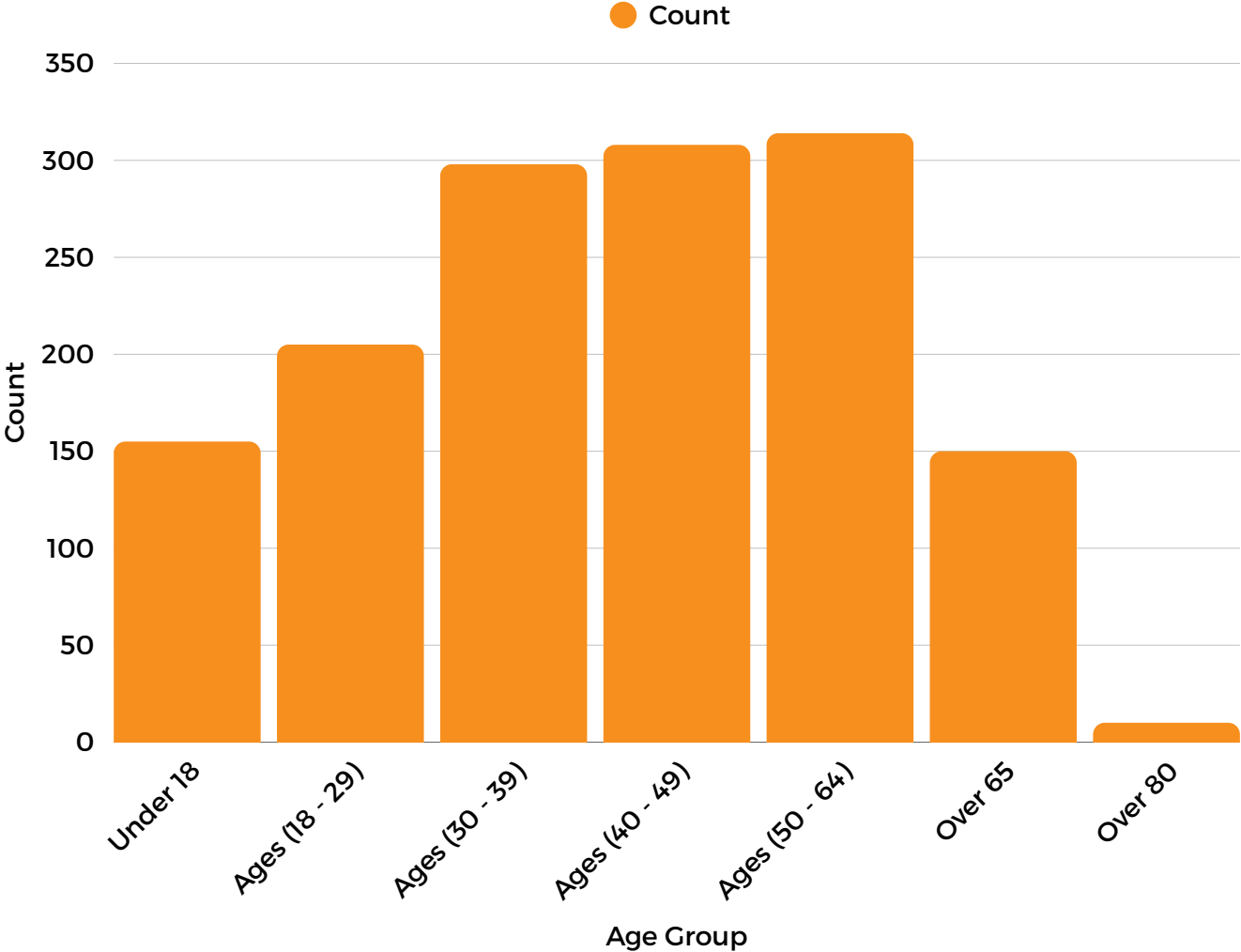
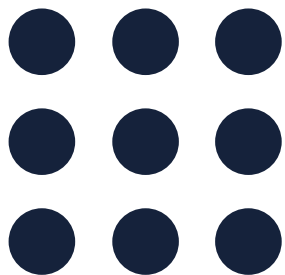
Sunday:

- Total Runners: 784 Participants.
- Growth: 5.4% Increase from 2025.



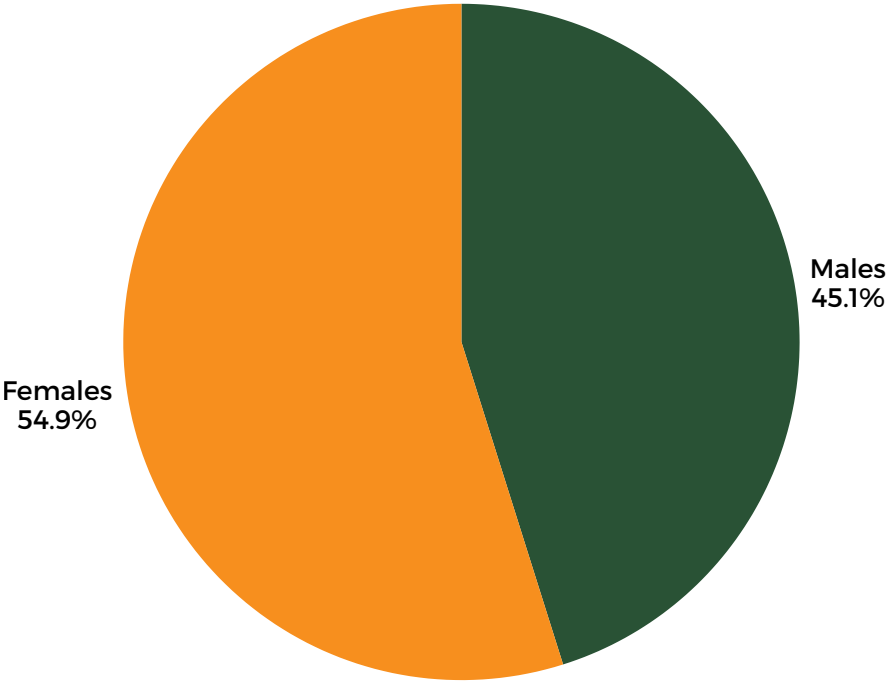
INCREASED PARTICIPATION IN ALL EVENTS FROM LAST YEAR

Runner Demographics



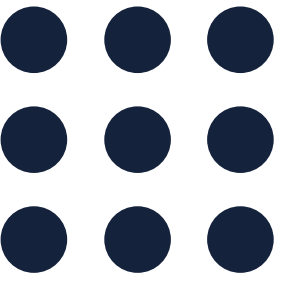
Age Group	Count	Percentage
Under 18	155	10.76%
Ages (18 - 29)	205	14.24%
Ages (30 - 39)	298	20.69%
Ages (40 - 49)	308	21.39%
Ages (50 - 64)	314	21.81%
Over 65	150	10.42%
Over 80	10	0.69%

**OVER 43
PERCENT
BETWEEN 30-49
PRIME
DEMOGRAPHIC**



**55% FEMALE
REPRESENTATION**

Runner Demographics



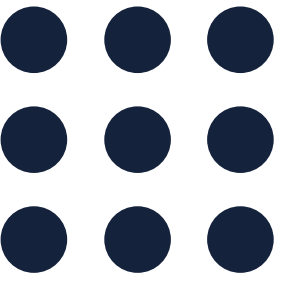
- **5 Different Countries:**
 - Our global reach includes **Mexico, Canada, Denmark, and Norway**, proving the race is a recognized international destination.
- **20 Different States:**
 - The event attracted participants from across the nation, with runners traveling from as far as **New Hampshire, Massachusetts, Idaho, California, and New Jersey** to compete in Seabrook.
- **133 Different Cities:**
 - Our footprint spans the entire region and beyond, with participants traveling from major hubs like Houston and Seabrook alongside distant cities including **Dallas, San Antonio, Austin, Monterrey (MX), Santa Monica (CA), New Orleans (LA), Milton (Canada), and Tulsa (OK)**.
- **53 Different Counties:**
 - We successfully drew runners from **over 50 counties**, demonstrating a massive regional draw that extends well beyond the immediate Gulf Coast area.



RUNNER FROM DENMARK RAN FRIDAY 5K AND FULL

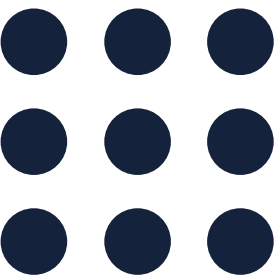
ACTUAL
PARTICIPANTS
WHO RAN
SEABROOK
LUCKY TRAILS

Tourism Impact



An impressive **87.7% of all participants traveled from outside of Seabrook**, acting as a primary engine for local tourism and bringing "new money" into our city's hotels, shops, and restaurants over the three-day weekend.

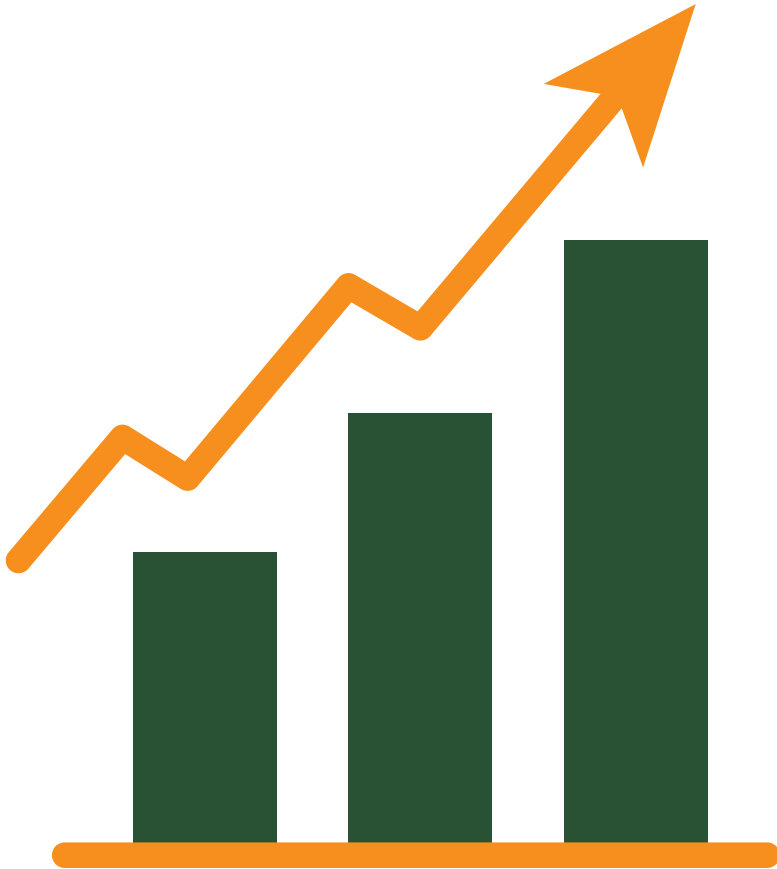




How we compared in the past 5 years

ACTUAL
RACE
NUMBERS

Year	2022	2023	2024	2025	2026
Total Participants	774	1211	1093	1338	1440



86 % Increase from 2022 during races lowest point

Hotel Data

Collected 19 Different Hotel Invoices from participants

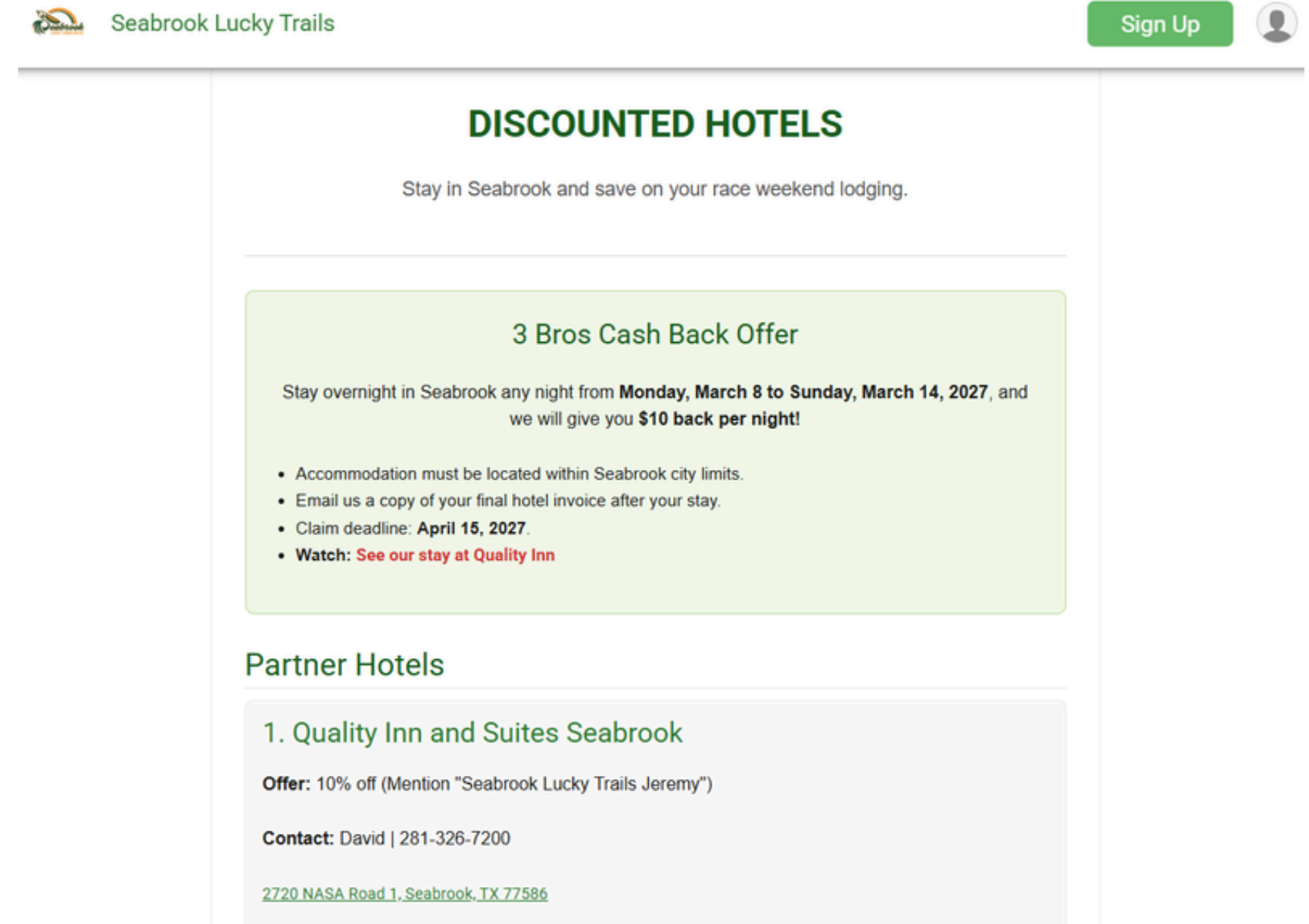
- Hampton Inn, Springhill Suites, and Quality Inn some of the hotels

Average Stay

- 2 nights with **Max stay 5 nights**
- Over 40 nights

Average Price Paid

- \$174.27(Taxes and Fee's Included)
- Springhill Suites Room Low \$103 during race \$222.71
 - 116% Increase
- Quality Inn Room Low \$68 during race **\$165.26**
 - **143% Increase**



The screenshot shows the 'Seabrook Lucky Trails' website. At the top, there is a navigation bar with the site logo, the name 'Seabrook Lucky Trails', a 'Sign Up' button, and a user profile icon. The main content area is titled 'DISCOUNTED HOTELS' with the subtitle 'Stay in Seabrook and save on your race weekend lodging.' Below this, a green box highlights a '3 Bros Cash Back Offer' for stays from Monday, March 8 to Sunday, March 14, 2027, offering \$10 back per night. It lists conditions: accommodation within city limits, email of final invoice, and a claim deadline of April 15, 2027. A link to 'See our stay at Quality Inn' is provided. Below the offer, a 'Partner Hotels' section lists '1. Quality Inn and Suites Seabrook' with a 10% discount offer (mentioning 'Seabrook Lucky Trails Jeremy'), contact information for David (281-326-7200), and a Google Map link to 2720 NASA Road 1, Seabrook, TX 77586.

Seabrook Lucky Trails

Sign Up

DISCOUNTED HOTELS

Stay in Seabrook and save on your race weekend lodging.

3 Bros Cash Back Offer

Stay overnight in Seabrook any night from **Monday, March 8 to Sunday, March 14, 2027**, and we will give you **\$10 back per night!**

- Accommodation must be located within Seabrook city limits.
- Email us a copy of your final hotel invoice after your stay.
- Claim deadline: **April 15, 2027**.
- Watch: [See our stay at Quality Inn](#)

Partner Hotels

1. Quality Inn and Suites Seabrook

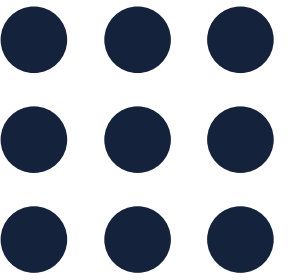
Offer: 10% off (Mention "Seabrook Lucky Trails Jeremy")

Contact: David | 281-326-7200

[2720 NASA Road 1, Seabrook, TX 77586](#)

WE FEATURED HOTELS ON OUR WEBSITE
WITH GOOGLE MAP LINKS

Hotel Impact



Rebecca Ramirez

Sun, Mar 15, 5:55 PM



to me ▼

Thanks for an awesome race today! Can't wait to be back next year. Here is the invoice for my 2 night **stay** in Seabrook. Thank you!!

**PARTICIPANTS
EXCITED TO COME
BACK NEXT YEAR!**

ACTUAL EMAIL FROM PARTICIPANT

What Hot Tax Spending Went to



HIGHEST
EXPENSE
PARTICIPANT
AMENITIES
THESE INCLUDE
SHIRTS, HATS,
SOCKS, MEDALS,
AWARDS, ETC...

Category	Total Spending	Hot Tax (HOT) Spending	Race Operational Spending	Description
Participant Amenities	\$24,030.15	\$24,030.15	\$0.00	Seabrook Branded Shirts, Hats, Medals, Socks, Bibs
Marketing and Promotion	\$26,845.15	\$26,845.15	\$0.00	Digital, Print, and live promotional events
Staffing	\$12,104.47	\$0.00	\$12,104.47	Police, EMT, Seabrook City staff, DJ, Bagpipes, Timer, etc...
Post Race Party	\$5,214.92	\$0.00	\$5,214.92	Hamburgers, Hotdogs, soda, ice cream, live music, etc..
Accomodations and Travel	\$13,130.13	\$0.00	\$13,130.13	Gas, Mileage, travel to promote race, hotel stays
Event Operations	\$17,866.26	\$0.00	\$17,866.26	Equipment, Parking management, propane, etc...
Non Profit Donation	\$4,000.00	\$0.00	\$4,000.00	Donation from race to Bridge over Troubled Waters
TOTAL	\$103,191.08	\$50,875.30	\$52,315.78	

What the people are saying



Top fan

Eddie Treviño
It was an excellent weekend of racing!
I can only imagine the work that goes into bringing an event like this together.
Keep up the good work! 🏃

2w Like Reply

1 ❤️



Troy Maddox
I thought it was an excellent race. Zero complaints. You guys created a fantastic atmosphere for the entire weekend. Great job.

2w Like Reply

2 👍❤️



Vicky Pokraka Netterville
Everything was outstanding.. everything was spot on . You guys never disappoint. 🏃🍀🏃🍀

2w Like Reply

1 ❤️



Buddy Howlett
You guys knocked it out of the park again! Great job!

2w Like Reply



Top fan
Melanie Aldrich Holland
Another awesome running weekend at the Seabrook Lucky Trails race!!! Thanks to you guys and all the amazing volunteers that made it happen!!! 3 Bros Running Company 🏃🍀🏃🍀



Karla Chavez
March 15 at 5:16 PM · 🌐

First time ever running seabrook lucky trails 🍀🍀🍀 not my best time but really enjoyed the whole view while running 🥰

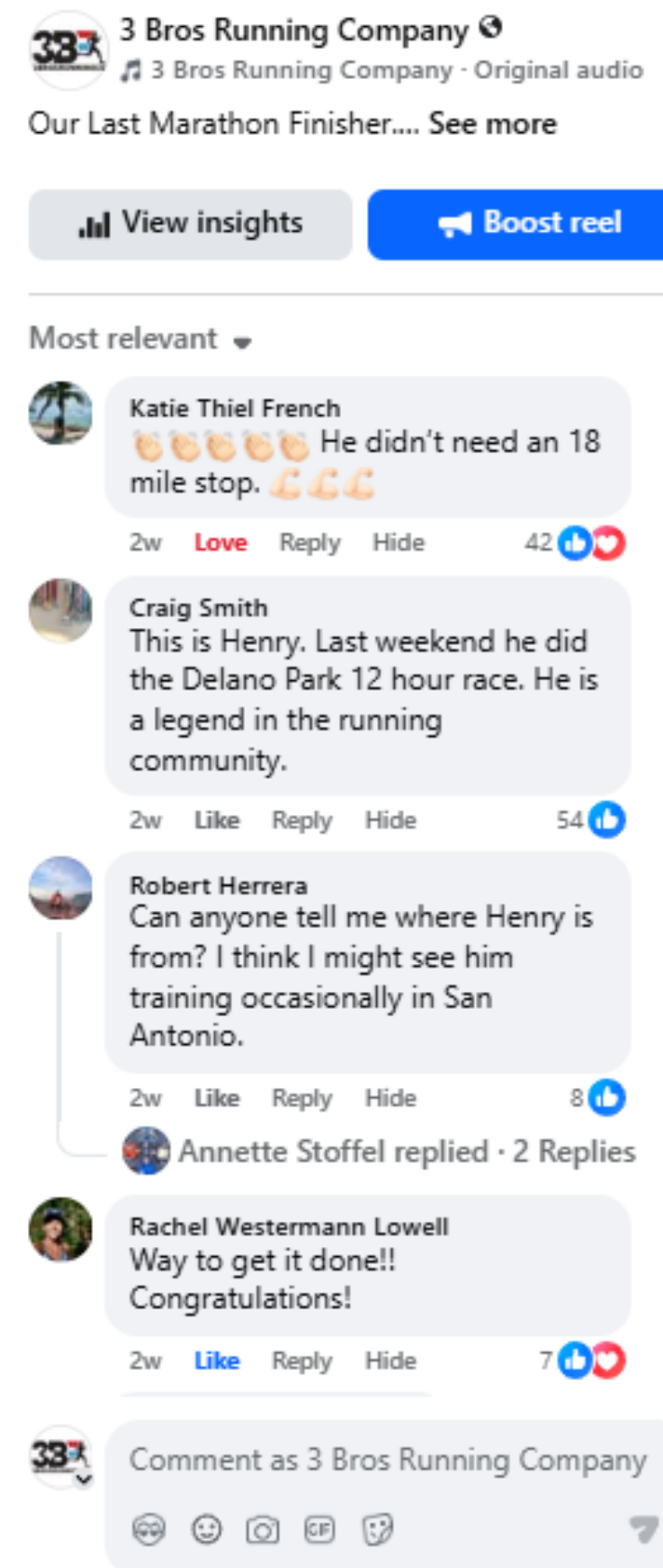


👍❤️ Gloria Vega, Maya Xochitl and 215 others 21 comments 1 share

POST ON POPULAR PUBLIC
FACEBOOK GROUP
INTRODUCING NEW
RUNNERS TO SEABROOK
215 LIKES!

ACTUAL FACEBOOK COMMENTS

OVER HALF A
MILLION VIEWS
ACROSS ALL OUR
SOCIAL CHANNELS
ON THIS ONE VIDEO



CAUGHT
THIS
AMAZING
MOMENT
DURING
OUR RACE.
WE STAYED
OPEN FOR
HIM TO
FINISH

QUALITY ORGANIC VIDEO
CONTENT

The Future



- Increase Seabrook Brand Imprint
 - More signage
 - Seabrook Booth presence
- Increase National/Global Imprint
- **Keep Race Special**



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Consider and take all appropriate action regarding the award of Request for Qualifications (RFQ) 2026-09 for a Financial Audit of the 2021 Impact Fees to Baker Tilly US, LLC and authorize the City Manager to execute the associated contract.

Executive Summary / Background:

This item requests authorization to hire an independent Certified Public Accountant (CPA) firm to conduct a comprehensive financial audit of the City's impact fee funds. This audit is a mandatory statutory prerequisite before the City can legally adopt, amend, or increase any capital impact fees.

- **Impact Fees:** The City utilizes impact fees to ensure new development pays its fair share of infrastructure expansion costs, specifically for water, wastewater systems.
- **Chapter 395 Compliance:** Texas Local Government Code Chapter 395 governs how these fees are collected, tracked, and spent.
- **State Mandates (S.B. 1883):** State law enforces strict fiscal transparency on local governments. S.B. 1883 specifically requires an independent audit of impact fee accounts before any fee structures are altered.

Council action is required tonight to select and approve the auditing firm due to strict state-mandated legal parameters:

- **Legal Prerequisite:** The City cannot legally vote to update or increase its impact fee structure without first completing and publishing this specific financial audit.
- **Strict Independence Rule:** State law prohibits using our current standard city auditor if they have provided other services to the city within the last 12 months. Council must formally appoint a strictly independent, third-party CPA firm.
- **30-Day Public Timeline:** The final audit must be delivered, presented to the Capital Improvements Advisory Committee, and posted on the City website for a minimum of

30 days before Council can take action on updating the actual impact fees.

Funding / Fiscal Information:

The cost of the professional services contract will be funded directly out of accumulated impact fee revenues, as permitted by Texas law. No general fund tax dollars will be used.

Supporting Materials Attached:

1. Evaluation Matrix
2. RFP 2026-09
3. Baker Tilly

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

Financial Audit of 2021 Impact Fees
2026-09
GRADING/EVALUATION FORM

Date: 5/28/26		
Reviewers: Sahib Rao, Jesse Olivo, Sean Landis, Brian Craig		

<u>CRITERIA</u>			
Respondant:	MAX Points	Bakertilly	JMS
Experience	25	24	20
Understanding of statutory requierments and methodology	25	23	20
Ability to Meet requiered schedule	20	19	13
Clarity and quality of proposed work product	15	13	11
References for past performances	15	14	12
Total	100	93	76
Additional Notes		Larger team and merger of two previous industry giants.	Smaller team, MQ's met but no great overall experience.

FINANCIAL AUDIT OF 2021 IMPACT FEES

REQUEST FOR QUALIFICATIONS

RFQ# 2026-09

DUE DATE: MAY 21, 2026 AT 2:00 P.M., CST



CITY OF SEABROOK

1700 First Street

Seabrook, Texas 77586

281-291-5600



City of Seabrook
Request for Qualifications
RFQ# 2026-09
FINANCIAL AUDIT OF 2021 IMPACT FEES

RFQ# 2026- FINANCIAL AUDIT OF 2021 IMPACT FEES

Sealed Request for Qualifications for the City of Seabrook's Financial Audit of 2021 Impact Fees, Seabrook Project No. 2026-09 will be received until 2:00 PM on May 21, 2026 by the Purchasing Coordinator, Rebecca Howton, 1700 First Street, Seabrook, Texas 77586. Statements of Qualification must be received and time stamped by the Purchasing Coordinator prior to the aforementioned time, when they will be publicly opened at Seabrook City Hall. No late SOQ's will be accepted. RFQ documents may be obtained from the city website at www.seabrooktx.gov, through Public Purchase at www.publicpurchase.com, or through at www.civcastusa.com.

SOQs may also be submitted electronically through Public Purchase. To submit an SOQ electronically, an account will need to be created in Public Purchase, and then RFQ 2026-09 can be accessed for electronic submission. Electronic SOQs must be submitted before the 2:00 PM deadline on May 21, 2026. Please visit <https://www.publicpurchase.com/gems/register/vendor/register> to register or login with Public Purchase.

PUBLISHED: Wednesday, April 29, 2026

Wednesday, May 6, 2026

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CITY OF SEABROOK RFQ TIMELINE

The City of Seabrook intends to follow the schedule described below to distribute the RFQ and receive/evaluate responses from Respondents. The City reserves the right to alter the schedule at any time.

Event	Target Date
RFQ Issued & First Publication	April 29, 2026
Second Publication	May 6, 2026
Deadline for Questions ⁽¹⁾	May 14, 2026
Due Date for RFQ Submission	May 21, 2026 @ 2:00 p.m.
Respondent Interviews (if necessary)	TBD
Selection Date – Council Award of Contract	TBD
Contract Commencement	TBD

(1) This deadline is the date for submission of questions. Questions received after this deadline may be addressed during the Respondent interview process if necessary.

I. INTRODUCTION

The City of Seabrook invites qualified firms to submit Statements of Qualifications (SOQs) for independent Certified Public Accountants (CPAs) or public accounting firms licensed in the State of Texas to submit statements of qualifications to perform an independent financial audit of the City of Seabrook Water and Wastewater Capital Improvement Plan and Impact Fee Determination.

This engagement is required under Texas Local Government Code Chapter 395, as amended by Senate Bill 1883 (2025), which mandates periodic independent audits of impact fee accounts and their administration.

CITY OF SEABROOK PROFILE

The City of Seabrook, Texas (the City) was incorporated in 1961, as a Home Rule City operating under the Council-Manager form of government. The City Council is composed of a Mayor and six City Council Members, elected at large and serve the entire City for four-year terms. The City is nestled along Galveston Bay, approximately 30 miles north of Galveston and south of Houston on State Highway 146.

Extensive information regarding the City, along with its annual budgets and Annual Comprehensive Financial Reports (ACFRs), can be found on the City's website at www.seabrooktx.gov.

Revenue sources are primarily in the form of tax collections, as well as fines and fees for services. Income receipts are collected in coin & currency, check, automated clearinghouse ("ACH") credit, credit and debit card, and wire transfer. Outbound payments are executed by cash, check, ACH credit or debit, and wire transfer. Total estimated annual payment volume is over \$65 million.

II. PROPOSAL INSTRUCTIONS AND QUALIFICATIONS

By submitting a proposal in response to this RFQ, Respondents will be deemed to agree to the mandatory contract and service provisions contained herein.

MINIMUM QUALIFICATIONS

1. Texas-licensed CPA or public accountant licensed by the Texas State Board of Public Accountancy.
2. Demonstrated knowledge of Chapter 395, Local Government Code, and impact fee accounting.
3. Familiarity with municipal fund accounting and statutory reporting.

PROPOSAL FORMAT

Respondents' SOQ packet must contain the materials listed below. Respondents may utilize this section as a "checklist" to assure completeness prior to submitting a sealed packet.

A. INSTRUCTIONS FOR RESPONDING

1. Required Contents. The most qualified respondent should have extensive experience in municipal projects and as detailed in the Scope of Work. The qualifications and commitment of the key personnel assigned is critically important in the qualification of a firm. Please provide the following in your proposal:
 - a. Cover letter and introduction including the name, phone number and email address of the person(s) authorized to represent the company regarding all matters related to the RFQ.
 - b. Table of Contents - clearly identify what part of the RFQ is being addressed in each section of the submittal.
 - c. Statement of Project Understanding.
 - d. Acknowledgement that the selected firm will enter into a Professional Services Agreement with the City of Seabrook, subject to Council approval.
 - e. Location of office(s) at which work will be performed.
 - f. A description of the candidate firm/team, including brief history, number of employees and their disciplines, philosophy regarding client and customer service, location, years in business and any other information that may be useful to the decision making process.
 - g. A description of how the candidate envisions being able to provide services to the City of Seabrook and a demonstrated understanding of the high expectations of the City and its residents.
 - h. An organizational chart identifying team members and their areas of responsibility.
 - i. Resumes of Key Personnel who will be assigned to provide services to the City of Seabrook and who have the experience and level of expertise required along with current license numbers for Professionals who will be responsible for leading the team in their area of expertise with a statement committing the aforementioned staff.
 - j. List current and past projects similar to this completed by your firm, with emphasis on municipal or other government projects. List should include a brief description of the project. For at least 5, please include contact information for reference checks.
 - k. Information regarding the candidate firm's current and projected workload and its ability to meet project schedules and be available.
 - l. Describe any contracts for services awarded to your firm that have been canceled or terminated for unsatisfactory performance in any respect and a phone number and contact person for that organization. Please also provide a description of any legal proceedings involving your firm related any municipal client or municipal projects that were unresolved or active January 1, 2010, to present.
 - m. Complete all required vendor forms in Exhibit A.
2. Additional Information. At your option, provide in your proposal any contractual language, terms, conditions, considerations, or contingencies your company would request or require

to be included in the negotiated contract between the City and the selected submitter, should your company be awarded the final design contract. Approval of such language, terms, conditions, considerations, or contingencies offered by a submitter remains with the City and in all cases the City's decision is final.

SELECTION CRITERIA

Respondents SOQs will be evaluated on the basis of "Best Value" relying on a weighted average Price Per Evaluation Point score produced using the following criteria:

Scoring Criteria	Maximum Score Weight
Experience	25
Understanding of Statutory Requirements and Methodology	25
Ability to Meet Required Schedule	20
Clarity and Quality of Proposed Work Product	15
References for Past Performances	15
Total Points	100

RECEIPT AND OPENING OF STATEMENTS

Bids should be submitted to:

City of Seabrook
Attn: Purchasing Coordinator
1700 1st Street
Seabrook, TX 77586

Bids must be submitted in a sealed envelope marked:

RFQ 2026-09 "FINANCIAL AUDIT OF 2021 IMPACT FEES"

SOQs may also be submitted electronically through Public Purchase. To submit an SOQ electronically, an account will need to be created in Public Purchase, and then RFQ 2026-09 can be accessed for electronic submission. Electronic SOQs must be submitted before the 2:00 PM deadline on May 21, 2026. Please visit <https://www.publicpurchase.com/gems/register/vendor/register> to register or login with Public Purchase.

At the appointed time, SOQs will be publicly opened in a manner which avoids the disclosure of contents to competing respondents. The contents will then be kept confidential through the

evaluation and negotiation process. However, all SOQs shall be open for public inspection after award, except for trade secrets and confidential information contained in the Qualifications and identified as such.

Any SOQ received after the time and date specified shall not be considered.

SCHEDULE CHANGES AND OTHER ADDENDUMS

The City may modify the RFQ prior to the due date by issuing written addendum(s). All addendum(s) will be issued via Public Purchase and on the City's website, www.seabrooktx.gov, according to the schedule outlined the RFQ Timeline. The City reserves the right to alter this schedule at any time as necessary. Notwithstanding this provision, Respondents shall be responsible for ensuring that their SOQs reflect any and all addendum(s) issued by the City prior to the SOQ due date regardless of when the SOQ is submitted.

Therefore, the City recommends that Respondents review the addendum(s) issued by the City prior to submitting SOQs to determine if Respondents have received and responded to all addendum(s).

NO APPLICATION

Not Applicable

RIGHT TO REJECT

The City of Seabrook reserves the right to select the Respondent whose SOQ, in the sole judgment of the City, best meets the needs of the City based upon the criteria enumerated in the Selection Criteria. The City shall have the right to request that Respondents provide additional information regarding any particular services or group(s) of services contained in their SOQs, and to enter into negotiations with Respondents for said service(s). The City reserves the right to reject any and all SOQs, to waive any non-material irregularities or informalities in any SOQs and to accept or reject any proposed item or combination of items.

AUTHORIZED SIGNATORIES

Personnel who execute the cover letter to the SOQ or any other associated documents must be authorized signatories with the full and requisite authority to represent their firm and to enter into a binding Agreement with the City of Seabrook.

WITHDRAWAL OF SOQS

After the deadline for submission, all SOQs shall be firm offers and may not be withdrawn for one-hundred twenty (120) calendar days.

ERRORS AND OMISSIONS IN THE RFQ

Respondents are responsible for carefully and thoroughly reviewing all portions of this RFQ. Respondents are to promptly notify the City, in writing, if Respondents discover any ambiguity, discrepancy, omission or other error in the RFQ. Any such notification should be directed by e-mail to the Purchasing Coordinator, at purchasing@seabrooktx.gov promptly after discovery but in no event later than seven (7) working days prior to the deadline for receipt of SOQs.

STATEMENT MODIFICATIONS

Any Respondent may modify their SOQ by sealed written communication or electronically through Public Purchase, at any time, provided such communication is received by the Purchasing Department at 1700 First Street, Seabrook, Texas 77586, **prior to the bid due date, May 21, 2026 at 2:00 PM.**

No changes or alterations to SOQ's will be accepted after the due date, however, under certain circumstances, a Respondent may be able to withdraw an SOQ if it contains a substantial mistake that would cause a great hardship if enforced against the Respondent.

ERRORS AND OMISSIONS IN SOQ

Failure by the City to object to an error, omission or deviation in Respondents' SOQs will in no way modify the RFQ or excuse the Contractor from full compliance with the specifications of the RFQ or any Agreement negotiated pursuant to the RFQ.

TERM OF SOQ

Submission of an SOQ signifies that the proposed services and prices (if applicable) are valid for one-hundred and twenty (120) calendar days from the SOQ due date and that the quoted prices(if applicable) are genuine and not the result of collusion or any other anti-competitive activity.

FINANCIAL RESPONSIBILITY

The City of Seabrook accepts no financial responsibility for any costs incurred by the business in responding to this RFQ. Submitted RFQs will become the property of the City and may be used by the City in any manner deemed appropriate by the City of Seabrook.

RESERVATION OF RIGHTS BY THE CITY OF SEABROOK

The issuance of this RFQ does not constitute an agreement by the City of Seabrook that any Agreement will be actually entered into by the City. The City of Seabrook expressly reserves the right at any time to:

1. Waive or correct any defect or informality in any response, application, or application procedure;
2. Reissue a Request for Qualifications;
3. Prior to submission deadline for SOQs, modify all or any portion of the RFQ, including the requirements for contents or format of the SOQs;
4. Procure any materials, equipment or services specified in this RFQ by any other means; or
5. Determine that no Agreement will be pursued.

NO WAIVER

No waiver by the City of Seabrook of any provision of this RFQ shall be implied from any failure by the City to recognize or act on account of any failure by Respondents to observe any provision of this RFQ.

AGREEMENT TERM

The City of Seabrook intends that any Agreement(s) resulting from this RFQ will be for a period of three (3) years.

COST LIMITATION

The City of Seabrook requires that the pricing for services (if applicable) offered by any successful Respondent will remain as quoted in the RFQ throughout the term of the contract, subject to any negotiations.

ACKNOWLEDGEMENT OF RFQ TERMS AND CONDITIONS

The successful Respondent shall perform in accordance with the terms and conditions of the resulting Contract. Charges of poor performance shall be documented by the City and submitted to the successful Respondent for corrective action. If continued poor performance is communicated, this will be deemed as a breach of these specifications and shall be the cause for immediate termination of the Contract. The City of Seabrook reserves the right to terminate the contract for any reason by notifying the contractor in writing thirty (30) days prior to the termination date.

If any section, sentence, phrase, clause, or any part of any section, sentence, phrase, or clause, of the Contract shall, for any reason, not be legally or factually valid, such invalidity shall not affect the remaining portions of the Contract.

REQUIRED DISCLOSURES

LAWS AND REGULATIONS

The Respondents' attention is directed to the fact that all applicable state laws, federal laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over such services shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though therein written out in full.

DISCLOSURE OF INTEREST

Chapter 176 of the Texas Local Government Code requires that any person who enters or seeks to enter into a contract for the sale or purchase of property, goods or services with a local government entity and who has an employment or other business relationship with a local government officer or a family member of an officer, as described by Texas Local Government Code Section 176.006 shall file a complete Conflict of Interest Questionnaire with the Purchasing Coordinator within seven (7) days after the latter: 1) the date the person begins discussions or negotiations to enter into a contract, including submission of a bid or proposal, or 2) the date the person becomes aware of facts that require the statement to be filed. The Conflict of Interest Questionnaire (Form CIQ) is provided for you in this bid document. Completed Conflict of Interest Questionnaire's should be included in your bid submission. Please consult your own legal advisor if you have questions regarding the statute or this form.

PROHIBITION ON CONTRACTS WITH CERTAIN COMPANIES

Pursuant to Section 2252.151 of the Texas Government Code, as of September 1, 2017, a governmental entity may not enter into a contract with companies that engage in business with Iran, Sudan, or known foreign terrorist organizations. These companies will be identified on a list prepared and maintained by the Texas State Comptroller.

PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL

Pursuant to Section 2270 of the Texas Government Code, as of September 1, 2017, a governmental entity may not enter into a contract for goods or services unless the contract contains a written verification from the company that it does not boycott Israel and will not boycott Israel during the term of the contract. A completed House Bill 89 Verification Form include will be required prior to award of bid.

DISCLOSURE OF INTERESTED PARTIES

Pursuant to Section 2252 of the Texas Local Government Code, as of January 1, 2016, any business entity entering into a contract with a local government that requires approval of the governing body must submit a Disclosure of Interested Parties to the local government prior to the execution of the contract. The Texas Ethics Commission (TEC) has adopted a form for the Disclosure of Interested Parties, FORM 1295. The TEC has created a website application for business entities to submit the required information.

The City of Seabrook requires Form 1295 to be filed electronically by the business entity and acknowledged electronically by the City of Seabrook before entering into any contract requiring the approval of the City Council. The business entity must go to the Texas Ethics Commission Website <http://www.ethics.state.tx.us> and follow the login directions. The following information is required:

- A. Identification Number: 2026-09
- B. Project Description: FINANCIAL AUDIT OF 2021 IMPACT FEES

When the form has been completed, the system will generate a Certificate number and filed date. Please print the form, have it notarized and send it in with your bid response. **NO HAND WRITTEN 1295 FORMS WILL BE ACCEPTED.** The receipt of this form in no way guarantees an award of contract.

NON-TRANSFERABLE AGREEMENT

The Respondent shall not assign or transfer, whether by an assignment or novation, any of its rights, duties, benefits, obligations, liabilities, or responsibilities under this Contract without the prior written consent of the City Manager who is hereby authorized to give such consent by the City Council of the City; provided, however, that assignments to banks or other financial institutions may be made without consent of the City. Furthermore, in the event of a merger, consolidation or transfer of all or substantially all of the assets of Contractor, the surviving or resulting corporation or transferee of Respondent's assets shall be bound by and shall have the benefit of the provisions of this Contract only upon the prior written consent of the City Manager. No assignment or novation of this Contract shall be valid unless the assignment or novation expressly provides that the assignment of any of the Respondent's rights or benefits under the Contract is subject to a prior lien for labor performed, services rendered, and materials, tools, and equipment supplied for the performance of the work under this Contract in favor of all persons, firms, or corporations rendering such labor or services or supplying such materials, tools, or equipment.

INDEMNIFICATION

THE CONTRACTOR HEREBY AGREES TO AND SHALL INDEMNIFY, HOLD HARMLESS, AND DEFEND THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, DEMANDS, CAUSES OF ACTION, SUITS AND LIABILITY OF EVERY KIND, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS AND ATTORNEYS' FEES, FOR INJURY TO OR DEATH OF ANY PERSON, FOR LOSS OF USE OR REVENUE, OR FOR DAMAGE TO ANY PROPERTY ARISING OUT OF OR IN CONNECTION WITH THE ACTUAL OR ALLEGED MALFUNCTION, DESIGN OR WORKMANSHIP IN THE MANUFACTURE OF EQUIPMENT, THE FULFILLMENT OF CONTRACT, OR THE BREACH OF ANY EXPRESS OR IMPLIED WARRANTIES UNDER THIS CONTRACT. SUCH INDEMNITY SHALL APPLY WHERE THE CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS OR LIABILITY ARISE IN PART FROM (I) THE JOINT NEGLIGENCE OF THE CITY AND THE CONTRACTOR, AND/OR THEIR RESPECTIVE OFFICERS, AGENTS AND/OR EMPLOYEES OR (II) THE SOLE NEGLIGENCE OF THE CONTRACTOR, ITS OFFICERS, AGENTS AND EMPLOYEES. IT IS THE EXPRESSED INTENTION OF THE PARTIES HERETO, BOTH CONTRACTOR AND THE CITY, THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH IS INDEMNITY BY CONTRACTOR TO INDEMNIFY AND PROTECT THE CITY FROM THE CONSEQUENCE OF (I) THE CITY'S OWN NEGLIGENCE WHERE THAT NEGLIGENCE IS A CONCURRING CAUSE WITH THAT OF THE CONTRACTOR OF THE INJURY, DEATH OR DAMAGE AND/OR (II) THE CONTRACTOR'S OWN NEGLIGENCE WHERE THAT NEGLIGENCE IS THE SOLE CAUSE OF THE INJURY, DEATH, OR DAMAGE. FURTHERMORE, THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL HAVE NO APPLICATION TO ANY CLAIM, LOSS, DAMAGE, AND CAUSE OF ACTION, SUIT AND LIABILITY WHERE IN INJURY, DEATH OR DAMAGE RESULTS FROM THE SOLE NEGLIGENCE OF THE CITY UNMIXED WITH THE FAULT OF ANY OTHER PERSON OR ENTITY. IN THE EVENT ANY ACTION OR PROCEEDING IS BROUGHT AGAINST THE CITY BY REASON OF ANY OF THE ABOVE, THE CONTRACTOR AGREES AND COVENANTS TO DEFEND THE ACTION OR PROCEEDING BY COUNSEL ACCEPTABLE TO THE CITY. THE INDEMNITY PROVIDED FOR HEREIN SHALL SURVIVE THE TERMINATION OR EXPIRATION OF THIS AGREEMENT.

III. SCOPE OF SERVICES

A. INTENT

The selected auditor will perform a comprehensive review meeting the standards of Local Government Code § 395.059(c), including but not limited to:

Detailed Accounting and Verification

- Total impact fees collected by service area (transportation and wastewater).
- Interest earned on collected funds.
- Amounts expended and projects constructed or pending.
- Proposed capital improvements not yet constructed.
- Unspent balances and encumbrances by service area.
- All waived fees, requested refunds, and refunds issued.
- Review of credits applied and verification of accuracy.

Compliance Evaluation

- Confirm segregation of impact fee funds from other revenues.
- Evaluate LUA for compliance with authorized uses under Chapter 395.
- Verify adherence to adopted LUA, CIP, and Council-approved ordinances.

Deliverables

- A final written report suitable for public posting and Council adoption.
- A plain-language executive summary for public presentation.
- A slide presentation summarizing findings for the Council's public hearing.
- Complete workpapers and reconciliation schedules for City records.

B. PROJECT SPECIFICS

Auditor must be fully independent under § 395.059(b), licensed in Texas, and must not have provided any other services to the City of Seabrook within 12 months preceding the engagement. A written attestation of independence and disclosure of potential conflicts must accompany the submittal.

The audit must be completed and finalized no later than 30 days prior to the publication of the notice under § 395.044 and 60 days before any public hearing on the updated LUA and CIP to ensure statutory compliance.

Minimum Qualifications

- Texas-licensed CPA or public accountant licensed by the Texas State Board of Public Accountancy.
- Demonstrated knowledge of Chapter 395, Local Government Code, and impact fee accounting.
- Familiarity with municipal fund accounting and statutory reporting.

IV. ATTACHMENTS

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EXHIBIT A – Required Vendor Forms



Vendor Name: _____

City of Seabrook
1700 First Street
Seabrook, TX 77586

Vendor Setup

This packet provides the necessary forms to be considered as a City of Seabrook vendor. Below is a checklist of forms that must be completed and returned to the Purchasing Department.

Document List (Please make sure all are complete and signed)*

- ☐ City of Seabrook Vendor Application
- ☐ Vendor Statement of Agreement
- ☐ IRS Form W-9
- ☐ Texas State Form CIQ
- ☐ House Bill 89 Verification Form
- ☐ EFT/ACH Payment Authorization (Available Upon Request)

*If vendor employees will be on city property, please include a Certificate of Insurance.



Vendor Application

Vendor Name: _____

Primary Address: _____

Remit to Address: _____

Tax ID Number: _____

Primary Contact Name: _____

Primary Contact Title: _____

Phone: _____ **Email:** _____

Website: _____

Types of Goods/Services:

Discount %: _____

(IF AVAILABE FOR ALL PURCHASES)

Additional/Special Information:



Vendor Name: _____

Payment Terms - Vendor Statement of Agreement

The City of Seabrook requires all vendors who desire to conduct business with the City to complete the Vendor Setup Packet. In addition, the following City of Seabrook policy items must be agreed to by an authorized representative of the vendor.

1. **All invoices**, statements, and other correspondence must be sent via email to payables@seabrooktx.gov or by mail to the following address:

**City of Seabrook
Accounts Payable
1700 First Street
Seabrook, Texas 77586**

2. All invoices are paid no later than 30 days past the later of the invoice received date or date of acceptance of the product or service by an authorized City representative, in compliance with the **Prompt Payment Act**, provided the invoice is mailed to the above address.

3. Invoices for product all purchases over \$100 must include the Purchase Order Number. Purchase Orders of any kind by phone are **NOT** permitted.

My signature below certifies that I am an authorized representative of the vendor named on the W-9, and that my company agrees to abide by the policy statements unless otherwise agreed to in writing.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

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

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

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

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; or
- (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.

House Bill 89 VERIFICATION

I hereby affirm that I am an authorized agent of _____
hereafter referred to as company, **do hereby affirm that the company named-above, under
the provisions of Subtitle F, Title 10, Government Code Chapter 2270:**

- 1. Does not boycott Israel currently; and**
- 2. Will not boycott Israel during the term of the contract/agreement if awarded
under this Request for Proposal.**

Pursuant to Section 2270.001, Texas Government Code:

- 1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
- 2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

DATE

SIGNATURE OF COMPANY REPRESENTATIVE

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	2 Business name/disregarded entity name, if different from above.		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions)		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐		
	5 Address (number, street, and apt. or suite no.). See instructions.		Requester's name and address (optional)
	6 City, state, and ZIP code		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. See also <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.	<table border="1"><tr><td colspan="9">Social security number</td></tr><tr><td></td><td></td><td></td><td></td><td>-</td><td></td><td></td><td></td><td></td></tr><tr><td colspan="9">or</td></tr><tr><td colspan="9">Employer identification number</td></tr><tr><td></td><td></td><td></td><td></td><td>-</td><td></td><td></td><td></td><td></td></tr></table>	Social security number													-					or									Employer identification number													-				
Social security number																																														
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Employer identification number																																														
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Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.			
Sign Here	<table border="1"><tr><td>Signature of U.S. person</td><td>Date</td></tr></table>	Signature of U.S. person	Date
Signature of U.S. person	Date		

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

SYSTEM FOR AWARD MANAGEMENT (SAM)

**Insert System for Award Management (SAM)
record search for company name and
company principal.**

CERTIFICATE OF INSURANCE

Insert Certificate of Insurance

City of Seabrook: Water and Wastewater Impact Fee Services



Justin Hoagland, CPA, Principal
+1 (608) 240 2497 | justin.hoagland@bakertilly.com

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As of June 3, 2025, Baker Tilly and Moss Adams have merged. Combined statistics are based on data currently available. Actual counts may vary slightly and will be finalized during the integration process.

Introduction and Statement of Project Understanding

Gain peace of mind knowing your impact fee decisions are fully compliant and transparent, backed by Baker Tilly's government impact fee expertise and deep understanding of Texas requirements.

Navigating new Texas impact fee requirements with confidence

Recent changes to Texas impact fee legislation, specifically Senate Bill 1883, require municipalities to conduct independent financial audits before increasing or adopting new impact fees in service areas with existing fees. These audits must be performed by a certified public accountant who has not provided other services to the municipality in the prior 12 months.

Selecting a firm that understands both the legislative requirements and the complexities of impact fees is critical. It's about more than checking boxes. It's innovative thinking and deep collaboration and our passionate, dedicated public sector accountants understand this.

Baker Tilly is well-positioned to help municipalities navigate these changes, ensure compliance and deliver actionable insights. Here are the highlights:

GOVERNMENTAL EXPERIENCE

Baker Tilly has nearly 350 government-focused professionals serving more than 3,500 government clients across the country.

TEXAS PRESENCE

Baker Tilly has a strong local presence in Texas, serving over 9,700 clients in the state. We have nine offices across Texas, with more than 1,100 professionals dedicated to serving area clients. Our firm has been supporting clients in Texas for over 50 years.

IMPACT FEE EXPERTISE

Baker Tilly has extensive experience assisting municipalities with impact fees, is proficient in the Texas Local Government Code Title 12 Chapter 395 and has performed similar engagements in other states with comparable legislative requirements (such as Arizona). **Most importantly, since these new requirements became effective last September, we have been engaged by ten other municipalities in Texas to perform this work, which is more than any other firm.**

Your needs, our resources

Ready to help you meet the challenges of today and embrace what's next, with deep resources, industry reputation and local reach across Texas.

Guiding you with our resources, reputation and reach

Baker Tilly at a glance

At Baker Tilly, we bring a legacy and commitment to helping our clients embrace what's next.

With more than 11,000 professionals from coast to coast, our resources fuel our ability to offer clients deep industry insights, bold thinking and holistic solutions. Our ranking as the sixth-largest advisory CPA firm means we're actively shaping the industry landscape across markets.

Our size isn't just a number

It's a testament to our resilience and ability to lead you into the future, no matter the climate. With nearly a century of experience, we've honed our skills and adapted to evolving markets.



6th-
largest U.S.
accounting firm



11,000+
team members,
1,000+ principals



90+
years in
business



~3,400
Certified Public
Accountants



\$3B+
firm revenue
in FY2025



100+
worldwide office
locations



300+
workplace and
culture awards

GIVING YOU THE TOOLS YOU NEED TO NAVIGATE THE FUTURE

Baker Tilly guides clients through changing landscapes with skills, stability and strength as one of the oldest and largest advisory, tax and assurance firms in the United States.

What does our size mean? It's about having a powerhouse team of passionate professionals unafraid to roll up their sleeves and provide hands-on support for our clients. It's about team members brimming with thoughtful ideas, backed by the scale of a firm genuinely dedicated to our clients' success.

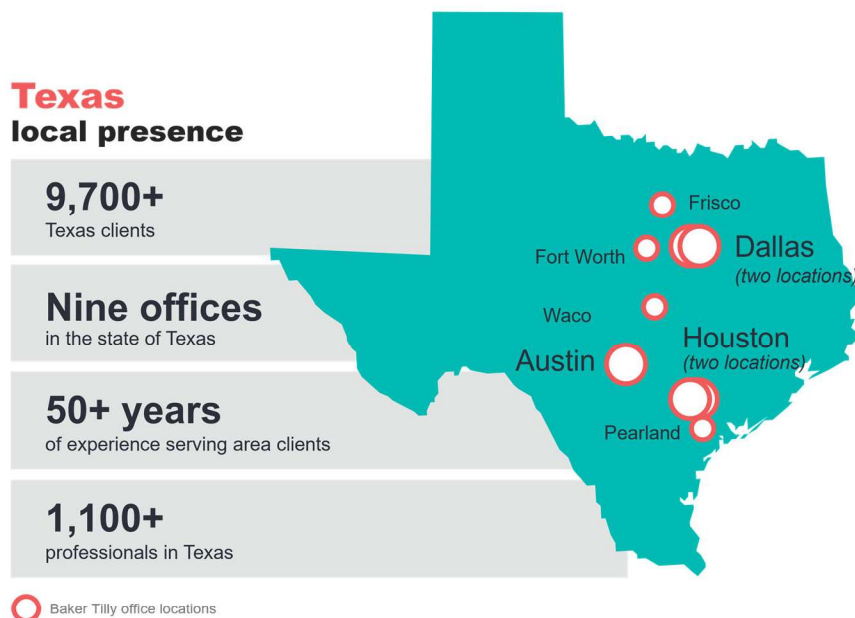
Bringing greater value, relationships and resources to our clients: Baker Tilly and Moss Adams have joined forces

On June 3, 2025, Baker Tilly and Moss Adams combined to redefine advisory and accounting services for our clients. The merger, which makes Baker Tilly the sixth-largest advisory CPA firm in the United States, brings deeper industry specialization, broader geographic reach and expanded capabilities.



Investing our resources in Texas

Texas has the ninth-largest economy on the planet. It is one of the fastest-growing, most diverse economies in the United States. We're proud to be expanding our firm's presence in Texas to include more than 1,100 professionals across nine offices committed to helping clients in a wide range of industries and sectors. For our clients, that means local presence and knowledge backed by our firm's broad national resources.



Working with local governments in Texas

Baker Tilly provides an array of assurance and consulting services to governments across the state, including:

- Abilene, City of
- Amarillo, City of
- Anna, City of
- Arlington, City of
- Beeville, City of
- Brazos River Authority
- Brookshire, City of
- Brownsville Public Utilities Board
- Brownsville, City of
- Bryan, City of
- Burnet County
- Capital Metropolitan Transportation Authority
- Celina, City of
- Comal County
- Corpus Christi, City of
- Dallas, City of
- Denton, City of
- El Paso Water Utility
- El Paso, City of
- Electric Reliability Council of Texas, Inc
- Ennis, City of
- Fulshear City of
- Green Valley Special Utility District
- Houston, City of
- Huntsville, City of
- Irving, City of
- Lewisville, City of
- Lower Colorado River Authority
- Lower Valley Water District
- Lubbock Power & Light
- Mansfield, City of
- Medina County
- Midland, City of
- New Braunfels Utilities
- New Braunfels, City of
- North Texas Tollway Authority
- Paris, City of
- Port Arthur, City of
- Prosper, City of
- Rockwall County
- Sachse, City of
- Saginaw, City of
- San Antonio Housing Authority
- San Antonio River Authority
- San Antonio Water System
- SH130 MMD 1 Management District No.1
- Strategic Housing Finance Corporation (Harris County)
- Trinity River Authority

Industry specialization

Baker Tilly has served state and local governments since our establishment nearly a century ago. We are one of the few advisory, tax and assurance firms with a practice dedicated entirely to serving governmental clients.

Delivering specialized expertise to our public sector clients

State and local government is a complex, unique environment shaped by fiscal, regulatory and operational considerations not found in other sectors. Recognizing this complexity and eager to serve as a true valued advisor to the public sector, **nearly 350 Baker Tilly professionals** focus directly on serving governments.

Nationwide, our public sector practice serves more than 3,500 state and local governmental entities, including municipalities, counties, school districts, utilities, transit organizations, airports and special authorities. Several of these client groups are now served by dedicated specialists in distinct sub-practices.



We help governments find solutions to overcome the obstacles and identify opportunities.

OUR FULL RANGE OF KEY SERVICE OFFERINGS FOR STATE AND LOCAL GOVERNMENTS

Accounting services and assurance	Housing and economic development
Arbitrage/rebate regulatory compliance	Human capital services
Attestation services	Investment services**
Capital planning	Organizational management advisory
Cybersecurity consulting	Post-issuance compliance
Economic development	Public finance/bond issuance*
Efficiency studies	Process improvement
Federal funding advisory	Rate and user fee studies
Financial management services	Risk advisory and internal audit
Financial reporting and GAAP services	Strategic planning

* Services provided by Baker Tilly Municipal Advisors, LLC, a registered municipal advisor and controlled subsidiary of Baker Tilly Advisory Group, LP, a tax and advisory firm.

** Services provided by Baker Tilly Investment Services, a division of Baker Tilly Wealth Management, LLC, which is a registered investment advisor and controlled by Baker Tilly Advisory Group, LP.

Team and Relevant Experience

Aligning key engagement team members with the City's goals

Meet the service team we've assembled to achieve everything you envision. Selected intentionally for your goals and backed by our specialized resources, these individuals are collaborative and multidisciplinary. Their passion for the public sector will make them an unstoppable force on your behalf. You'll find their bios below and complete resumes in **Appendix A**.

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR SEAKBROOK



Justin Hoagland, CPA — Principal

Justin will oversee the entire engagement process to ensure that every step is well-planned and implemented and that the final deliverables are technically accurate and contain meaningful insights and recommendations. Justin will lead the development of our client service plan, through which we will develop expectations and a timeline with you, execute the services as agreed upon and ensure the City receives a high level of satisfaction. Justin has lead all of the firms projects related to Section 395.059 of the Code.

Steven Kelly, CPA — Senior Associate

Steven, who works out of our Austin office, specializes in providing auditing and other services to municipalities and utility clients. He will be the individual performing a majority of the detailed work and has worked on many of the firms' projects related to Section 395.059 of the Code.

- The majority of the work will be completed out of our Austin, TX office.

Relevant experience

Although this new legislative requirement just became effective as of September 1, 2025, we already have experience performing these specific services and have either completed, or are in the process of completing, this work for ten other entities in Texas. See the references below for some of the entities where we are performing this work.

References

Town of Flower Mound, TX			
Name	Leandro Rodriguez	Title	CIP-TIRZ Manager
Phone	+1 (972) 874 6374	Email	leandro.rodriguez@flowermound.gov

City of Dayton, TX			
Name	Leslie Herrera	Title	Finance Director
Phone	+1 (936) 258 2642	Email	LHerrera@daytontx.org

Benbrook Water Authority, TX			
Name	Saranya Sundaramani	Title	Finance Manager
Phone	+1 (817) 249 1250	Email	ssundaramani@benbrookwater.com

City of Manvel, TX			
Name	Rosie Donaire	Title	Finance Director
Phone	+1 (713) 936 0282	Email	rosa.donaire@cityofmanvel.com

City of Frisco, TX			
Name	Jason Grimm	Title	Engineering Development Manager
Phone	+1 (972) 292 5432	Email	jgrimm@friscotexas.org

Service approach

You deserve clarity and confidence in your impact fee compliance services. Our thorough, collaborative approach is designed to meet every legislative requirement and deliver actionable results for your municipality.

Baker Tilly's scope will include performing procedures to satisfy the 10 requirements listed in Sec. 395.059, which include:

- (1) the amount of funds collected from any impact fee imposed by the political subdivision in the service area;
- (2) the amount of interest accumulated under Section [395.025](#) on impact fees collected by the political subdivision in the service area;
- (3) any proposed capital improvements or facility expansions to be financed from an impact fee collected by the political subdivision in the service area that were not constructed, as described by Section [395.025](#), including the categories of each improvement and expansion;
- (4) the amount of funds collected from impact fees by the political subdivision in the service area that have not been spent;
- (5) each impact fee collected by the political subdivision in the service area;
- (6) the allocation of each impact fee made to the political subdivision in the service area;
- (7) any waived impact fees in the service area under Section [395.016\(g\)](#);
- (8) any requested refunds of impact fees in the service area under Section [395.025](#);
- (9) any impact fees in the service area refunded under Section [395.025](#); and
- (10) any errors or omissions of credits in impact fee calculations for impact fees in the service area.

APPROACH

1. Work with the City to understand its processes and procedures around the recording and development of impact fees.
2. Develop mutually agreed-upon procedures that satisfy the ten legislative requirements noted above.
3. Provide the City with a get-ready list of the items we will need to complete our testing.
4. Trace the information requested below to source documentation (invoices, receipts, permit, refund/credit support, etc.). We will adopt a sampling methodology when it comes to the testing of this source documentation.
5. Evaluate compliance with the applicable legislation.
6. Work collaboratively with the firm completing the impact fee study update to make sure our timelines line-up.

Agreed-upon procedures (AUP)

It is important to note that these services will be performed as an AUP engagement, not an audit. It is our understanding that while the legislation uses the word “audit” an AUP better fits the intent of the legislation. This is similar to what the environment is like in Arizona where municipalities are required per legislation to conduct biennial “audits” of their impact fees, but firms complete these as AUP’s instead. The City will need to agree to provide us with written agreement and acknowledgment that the procedures performed are appropriate for its intended purpose.

Proposed project timeline

The following is a high-level timeline of the project activities. Note that the timeline below is highly dependent on the responsiveness of the City to our questions and requests. We have the capacity and resources available to start immediately!

Sample project timeline

The following is a high-level timeline of the project activities. Note that the timeline below is highly dependent on the responsiveness of the City to our questions and requests.

PHASE	WK 1	WK 2	WK 3	WK 4	WK 5	WK 6	WK 7	WK 8
1. Planning and kick-off								
2. Completing procedures								
3. Reporting								

Deliverables will include:

- 1) A final written report suitable for public posting and Council adoption.
- 2) A plain-language executive summary for public presentation.
- 3) A slide presentation summarizing the procedures/findings for the public hearing (a public hearing is required per the legislation).
- 4) Complete workpapers and reconciliation schedules for City records.

Acknowledgements:

- 1) We acknowledge that we will enter into a Professional Services Agreement with the City of Seabrook, subject to Council approval.
- 2) The Principal on this engagement, Justin Hoagland, acknowledges that he does not have any contracts for services awarded that have been canceled or terminated for unsatisfactory performance in any respect (see his contact information on page 1). In addition, he does not have any legal proceedings related to any municipal client or municipal projects that were unresolved or active January 1, 2010, to present.

Appendix A: Resumes

PRINCIPAL

Justin D. Hoagland, CPA

Justin Hoagland is a principal with Baker Tilly's public sector practice.



Baker Tilly US, LLP

4807 Innovate Lane
Madison, WI 53718
United States

T: +1 (608) 240 2497

justin.hoagland@bakertilly.com

bakertilly.com

Education

Bachelor of Business
Administration in accounting
and finance
University of Wisconsin–Madison

Justin specializes in providing accounting, auditing, and consulting services to state and local government entities. This includes counties, cities, towns, villages, and other governmental agencies.

Specific experience

- Prepares financial statements for state and local governments
- Manages financial audits of governmental units
- Performs audits and compilations of Tax Incremental Financing (TIF) districts
- Assists clients with implementation of standards of the Governmental Accounting Standards Board (GASB)
- Performs agreed-upon procedure engagements
- Assists clients with impact fee studies and other impact fee-related engagements
- Licensed CPA

Industry involvement

- Government Finance Officers Association of Texas (GFOAT)
- American Institute of Certified Public Accountant (AICPA)
- Wisconsin Institute of Certified Public Accountants (WICPA)
- Government Finance Officers Association (GFOA)
- Wisconsin Government Finance Officers Association (WGFOA)

Continuing professional education

- Public sector accounting and auditing updates sponsored by Baker Tilly
- Audit Watch
- Single audit training sessions
- Wisconsin GFOA conferences and meetings

SENIOR ASSOCIATE

Steven Kelly, CPA

Steven is a senior associate with Baker Tilly's energy and utility practice.



Baker Tilly Advisory Group, LP

901 MoPac Expressway S
Suite 100
Austin, TX 78746
United States

T: +1 (512) 975 7298
steven.kelly@bakertilly.com

bakertilly.com

Education

Bachelor of Business
Administration in accountancy
Texas State University

Bachelor of Business
Administration in management
The University of Texas

Steven specializes in providing auditing and accounting services to utility clients, joint power agencies, municipalities, not-for-profit and river authorities that follow the standards set by the Governmental Accounting Standards Board (GASB) and Financial Accounting Standards Board (FASB).

Specific experience

- Plans, executes and oversees audit engagements
- Provides financial audit services for not-for-profit, electric, water, stormwater and sewer utilities
- Prepares financial statements and notes for utility and not-for-profit clients
- Assists with the implementation of accounting standards for municipal utilities
- Executes financial risk assessments and internal control evaluations
- Performs agree-upon-procedures related to regulatory compliance for not-for-profit clients as well as impact fees for municipalities

Industry involvement

- American Institute of Certified Public Accountants (AICPA)

Community involvement

- Central Texas Foodbank, volunteer
- Landing at Lakeway Condominium Association (LCA), board treasurer

Continuing professional education

- Public Utilities Accounting 2024
- 2023 Yellow Book Update
- Utility University 2023



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: City Manager's Office

Presenter: Crissy Naranjo, Director of Human Resources

Briefing Prepared By:

Strategic Focus Area: CITY SERVICES

General Information:

Consider and take all appropriate action on the approval of a Request for Proposals (RFP) #2026-07, Health & Welfare, for employee medical and prescription benefits with Blue Cross Blue Shield of Texas (BCBSTX), dental insurance with Aetna, and vision insurance with Superior Vision for plan year 2026-2027 and authorize the City Manager to execute the associated contract documents.

Executive Summary / Background:

Blue Cross Blue Shield of Texas (BCBSTX) was the sole respondent for Medical and Prescription Drug Benefits under RFP No. 2026-07. Following receipt of the proposal, the City and its benefits consultant, HUB International Texas, conducted a comprehensive review of the renewal terms and engaged in negotiations to obtain the most favorable pricing and plan design options available.

The City is currently experiencing a high loss ratio within its medical program, which resulted in substantial renewal pressures. Staff evaluated multiple plan design alternatives and negotiated best and final offers from BCBSTX to reduce the overall financial impact to the City while maintaining competitive employee benefits.

The recommended renewal includes the following changes:

PPO Medical Plan

- Increase the in-network deductible from \$2,000 individual / \$6,000 family to \$3,000 individual / \$9,000 family with a 20.7% rate increase
- This modification reduced the proposed renewal increase and allows the City to continue offering a traditional PPO option while helping control future healthcare costs.

Health Savings Account (HSA) Plan

- Renew the HSA plan based on BCBSTX's negotiated best and final offer reflecting a 39.2% rate increase.
- Adjust the City's employee-only premium contribution from 100% to 95%.
- The HSA plan remains the City's lower-cost medical option and continues to support employee consumer-driven healthcare choices.

After reviewing available options and negotiating final terms, staff and HUB International Texas determined that renewal with Blue Cross Blue Shield of Texas represents the best available solution for maintaining quality healthcare coverage while addressing the City's current claims experience and increasing healthcare costs.

Dental

The recommended approval for the Dental Plan is to remain with Aetna at a rate pass 0%. The PPO and DHMO Plan offers the most competitive coverage for the employees at zero cost increase.

Vision

The recommended approval for the Vision Plan is to remain with Superior at a rate pass 0%.

The City issued Request for Proposals No. 2026-07 for Health and Welfare Benefits. The solicitation included Medical and Prescription Drug Benefits, Dental, Vision, Life, Disability, and other employee benefit programs. Proposals were evaluated based on the criteria established in the RFP, including cost, financial stability, claims administration, reporting capabilities, technology integration, communication resources, and references.

Blue Cross Blue Shield of Texas was the sole proposer for Medical and Prescription Drug Benefits coverage. Staff, in conjunction with HUB International Texas, conducted negotiations and obtained best and final offers before arriving at the recommended renewal structure being presented for City Council consideration.

Funding / Fiscal Information:

Supporting Materials Attached:

1. Dental Plan Renewal
2. Medical Plan Option 4

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.

3. Vision Renewal

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

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.

PPO & DHMO Dental Marketing Results

Effective August 1, 2026

Dental Plan Analysis			Current / Renewal Aetna - Freedom of Choice Plan PPO Plan 90th Percentile	Current / Renewal Aetna - Freedom of Choice Plan DHMO Plan N/A	Option 2 Renaissance PPO Plan Low Plan	Option 2 Renaissance PPO Plan High Plan	Option 3 Ameritas PPO Plan 90th Percentile
Annual Maximum			\$1,000	N/A	\$750	\$1,000	\$1,000
Annual Deductible (Waived for Preventative?)			\$50 Ind. / \$150 Fam. Yes	\$5 copay Ind. / \$5 copay Fam. Yes	\$50 / \$150 Yes	\$50 / \$150 Yes	\$50 Ind. / \$150 Fam. Yes
Preventative Expenses			100%	100%	100%	100%	100%
			Routine exams, cleanings, x-rays, fluoride, sealants, space maintainers	Routine exams, cleanings, x-rays, fluoride, sealants, space maintainers	Routine exams, cleanings, x-rays, fluoride, sealants, space maintainers	Routine exams, cleanings, x-rays, fluoride, sealants, space maintainers	Routine exams, cleanings, x-rays, fluoride, sealants, space maintainers
Basic Expenses			80%	100%	70%	80%	80%
			Fillings, simple extractions, periodontics, endodontics, oral surgery, emergency treatment	Fillings, simple extractions, periodontics, endodontics, oral surgery, emergency treatment	Fillings, simple extractions, periodontics, endodontics, oral surgery, emergency treatment	Fillings, simple extractions, periodontics, endodontics, oral surgery, emergency treatment	Fillings, simple extractions, periodontics, endodontics, oral surgery
Major Expenses			50%	60%	40%	50%	50%
			Crowns, inlays and onlays, bridges, dentures, implants, general anesthesia	Crowns, inlays and onlays, bridges, dentures, implants, general anesthesia	Crowns, veneers, bridges, dentures, root canal, complex extractions/surgery, all other periodontic services to treat gum disease	Crowns, veneers, bridges, dentures,	Crowns, inlays and onlays, bridges, dentures, implants, general anesthesia
Orthodontia (Adult & Child)			50%	\$2,300 Copay	Not Covered	50% (up to age 19)	50%
			\$1,500		Not Covered	\$1,500	\$1,500
Participation Requirement			N/A	N/A	75% of Eligible Employee	75% of Eligible Employee	
Rate Guarantee			Current Carrier	Current Carrier	2 Years	2 Years	2 Years to 8/1/2028
Monthly Rates	PP O	DHMO O	Current / Renewal	Current / Renewal	Option 2	Option 2	Option 3
Employee	57	10	\$36.81	\$36.81	\$18.00	\$33.13	\$31.96
Employee + Spouse	12	6	\$72.12	\$72.12	\$35.98	\$64.91	\$62.60
Employee + Child(ren)	6	0	\$86.34	\$86.34	\$43.37	\$77.71	\$75.00
Employee + Family	19	2	\$121.85	\$121.85	\$68.70	\$109.67	\$105.76
Total Monthly Premium	94	18	\$5,797	\$1,045	\$533	\$5,217	\$5,939
Total Annual Premium			\$69,562	\$12,534	\$6,399	\$62,608	\$71,269
Combined TOTAL Annual Premium			Current = \$82,096		\$69,007		\$71,269
Total Change (%) over Current			0%		-16%		-13%
Total Change (\$) over Current			\$0		(\$13,089)		(\$10,827)

BCBS Medical Plan – Proposed Option #4

Effective August 1, 2026

Medical Plan Analysis			Current BCBSTX PPO MM1822	Current BCBSTX MMH922 HSA	Option 4 BCBSTX PPO MTBCP628	Option 4 BCBSTX MMH922 HSA
Deductible (In-Network)			\$2,000 / \$6,000 Network \$4,000 / \$12,000 Non-Network	\$3,500 / \$7,000 Network \$7,000 / \$14,000 Non-Network	\$3,000 / \$9,000 Network \$10,000 / \$20,000 Non-Network	\$3,500 / \$7,000 Network \$7,000 / \$14,000 Non-Network
Max Out-of-Pocket (In-Network) <i>(Ded., Medical/Rx Copays Apply to In-Network OOP)</i>			\$5,000 / \$10,200 Network \$10,000 / \$30,000 Non-Network	\$3,500 / \$7,000 Network \$14,000 / \$28,000 Non-Network	\$9,000 / \$18,000 Network Unlimited Non-Network	\$3,500 / \$7,000 Network \$14,000 / \$28,000 Non-Network
Co-Insurance			80% Network 60% Non-Network	100% Network 70% Non-Network	80% Network 60% Non-Network	100% Network 70% Non-Network
Lifetime Maximum			Unlimited	Unlimited	Unlimited	Unlimited
Physician's Copay						
Primary Care Physician			\$20 Copay	Ded. + 0%	\$40 Copay	Ded. + 0%
Specialist			\$20 Copay	Ded. + 0%	\$80 Copay	Ded. + 0%
Virtual Visit			\$20 Copay	Ded. + 0%	\$40 Copay	Ded. + 0%
Inpatient Hospital			Ded. + 20%	Ded. + 0%	Ded. + 20%	Ded. + 0%
Outpatient Hospital			Ded. + 20%	Ded. + 0%	Ded. + 20%	Ded. + 0%
Lab & X-ray (Diagnostic/Blood Work)			No Charge	Ded. + 0%	No Charge	Ded. + 0%
Lab & X-ray (CT/PET/MRI)			Ded. + 20%	Ded. + 0%	Ded. + 20%	Ded. + 0%
Emergency Room Copay			\$100 copay + 20%	Ded. + 0%	\$750 copay + 20%	Ded. + 0%
Urgent Care Copay			\$45 Copay	Ded. + 0%	\$75 Copay	Ded. + 0%
Preventive Care			Covered 100%	Covered 100%	Covered 100%	Covered 100%
Prescription Drugs (In-Network)			\$1,000 Ind. / \$3,000 Fam.	After Medical Deductible is Met	No Separate Deductible	After Medical Deductible is Met
<i>Retail (30 Days)</i>			\$15 / \$40 / \$55	Ded. + 0%	\$0 / \$10 / \$50 / \$100 - Preferred \$10 / \$20 / \$70 / \$120 - Non-Preferred	Ded. + 0%
<i>Mail Order (90 Days)</i>			\$45 / \$120 / \$165	Ded. + 0%	\$0 / \$30 / \$150 / \$300	Ded. + 0%
<i>Specialty Drugs (30 Days)</i>			\$15 / \$40 / \$55	Ded. + 0%	\$150 / \$250	Ded. + 0%
Monthly Rates			PPO HSA Current	Current	Option 4	Option 4
Employee	42	30	\$767.72	\$590.62	\$926.32	\$821.88
Employee + Spouse	3	0	\$1,925.29	\$1,481.13	\$2,323.02	\$2,061.13
Employee + Child(ren)	15	7	\$1,414.29	\$1,088.03	\$1,706.37	\$1,514.00
Employee + Family	12	4	\$2,462.46	\$1,894.39	\$2,971.07	\$2,636.13
Total Monthly Premium	72	41	\$88,784	\$32,912	\$107,123	\$45,799
Total Annual Premium			\$1,065,408	\$394,948	\$1,285,475	\$549,587
% of Increase by Plan					20.7%	39.2%
\$ Premium Differential by Plan					\$220,067	\$154,639
Combined TOTAL Annual Premium			\$1,460,356		\$1,835,062	
Combined (%) over Current					26%	
Combined (\$) over Current					\$374,706	

Voluntary Vision Plan - Marketing Results

Effective August 1, 2026

Under Rate Guarantee to
8/1/2029

Vision Plan Analysis (In-Network Benefits)		Current Versant Health / Superior Vision	Renewal - Option 1 Versant Health / Superior Vision	Renewal - Option 2 Versant Health / Superior Vision	Option 1 CEC	Option 2 Renaissance	Option 3 Ameritas
Benefit Frequency							
Exam		Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months
Lenses		Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months
Frames		Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months
Copay							
Exam		\$10 Copay	\$10 Copay	\$10 Copay	\$10 Copay	\$10 Copay	\$10 Copay
Materials		\$20 Copay	\$20 Copay	\$20 Copay	\$25 Copay	\$20 Copay	\$20 Copay
Deductible/Allowances (Per Calendar Year)							
Exam		\$10 copay	\$10 copay	\$10 copay	\$10 copay	\$10 copay	\$10 copay
Frames		\$125 allowance	\$125 allowance	\$150 allowance	\$175 allowance	\$150 allowance	\$150 allowance
Lenses							
Single Vision		Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay
Bifocal		Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay
Trifocal		Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay
Lenticular		Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay
Contacts							
Elective		\$150 allowance	\$150 allowance	\$150 allowance	\$175 allowance	\$150 allowance	\$150 allowance
Medically Necessary		Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay
Contact Fitting and Evaluation		Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay	Covered in full after copay
Participation Requirement		N/A	N/A	N/A	N/A	2 Enrolled	2 Enrolled
Rate Guarantee		4 Year through 8/1/2029	4 Year through 8/1/2030	4 Year through 8/1/2030	3 Year through 8/1/2029	2 Years to 8/1/2028	2 Years to 8/1/2028
Monthly Rates		Current	Renewal - Option 1	Renewal - Option 2	Option 1	Option 2	Option 3
Employee	63	\$5.25	\$5.04	\$5.25	\$5.26	\$5.25	\$6.00
Employee + Spouse	21	\$8.96	\$8.60	\$8.96	\$10.54	\$8.96	\$10.24
Employee + Child(ren)	6	\$9.48	\$9.10	\$9.48	\$11.66	\$9.48	\$10.84
Employee + Family	22	\$14.23	\$13.66	\$14.23	\$18.01	\$14.23	\$16.28
Total Monthly Premium	112	\$889	\$853	\$889	\$1,019	\$889	\$1,016
Total Annual Premium		\$10,666	\$10,239	\$10,666	\$12,227	\$10,666	\$12,195
Total Change (%) over Current			-4%	0%	15%	0%	14%
Total Change (\$) over Current			-\$427	\$0	\$1,561	\$0	\$1,529



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: City Manager's Office

Presenter: Crissy Naranjo, Director of Human Resources

Briefing Prepared By:

Strategic Focus Area: CITY SERVICES

General Information:

Consider and take all appropriate action on approval of renewals in Request for Proposals (RFP) #2026-07, Health & Welfare Benefits, for Ancillary Plans to include Life & Disability with Symetra, FSA and COBRA with Surency, Health Saving Account (HSA) with HSA Bank, Legal Protection & ID Theft with LegalShield, Employee Assistance Program (EAP) with Aetna, Voluntary Benefits with Colonial Life, and Long Term Care with Unum for plan year 2026-2027 and authorize the City Manager to execute the associated contract documents.

Executive Summary / Background:

The City's ancillary employee benefit programs were bid in advance of the August 1, 2026 renewal. A comprehensive review was conducted for Basic Life and AD&D, Voluntary Life and AD&D, Long-Term Disability (LTD), Short-Term Disability (STD), Accident, Critical Illness, Hospital Gap, Employee Assistance Program (EAP), and Legal Services plans. Multiple carriers submitted proposals and were evaluated based on rates, plan design, financial stability, service capabilities, and overall value to employees.

The market review demonstrated that the City's current ancillary benefit offerings continue to provide competitive pricing and comprehensive coverage. The recommended renewals maintain existing benefit structures while minimizing disruption to employees.

- Basic Life and AD&D coverage with Symetra remains the most cost-effective option with no rate increase.
- Voluntary Life and AD&D coverage remains competitively positioned with current plan designs and carrier offerings.
- Long-Term Disability coverage with Symetra continues to provide favorable pricing and plan provisions compared to alternative carriers.

- Voluntary Short-Term Disability, Accident, Critical Illness, Hospital Gap, Employee Assistance Program, and Legal Services plans remain competitive and are recommended for renewal with their current arrangements.

The Flexible Spending Account (FSA) Administration and COBRA Administration services were reviewed

The recommendation is to retain the current FSA Administrator and COBRA Administrator is with Surency

Funding / Fiscal Information:

Supporting Materials Attached:

1. Ancillary Plans

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

Basic Life/AD&D Plan - Current & Renewal

Effective August 1, 2026

Life/AD&D Plan Analysis	Current / Renewal	Option 1	Option 2	Option 3
	Symetra	NY Life	Renaissance	Securian Life Insurance Company
Life Classifications	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week
Life/AD&D Insurance Benefit	1x Annual Earnings	1x Annual Earnings	1x Annual Earnings	1x Annual Earnings
Guarantee Issue	\$150,000	\$150,000	\$150,000	\$150,000
Age Reductions	Reduce 35% at age 70; 50% at age 75	Reduce 35% at age 70; 50% at age 75	Reduce 35% at age 70; 50% at age 75	Reduce 35% at age 70; 50% at age 75
Waiver of Premium	Disabled Prior to Age 60, 6-month Elim Period, to SSNRA	Disabled Prior to Age 60, 9-month Elim Period , to SSNRA	Disabled Prior to Age 60, 6-month Elim Period, to SSNRA	Disabled Prior to Age 60, 6-month Elim Period, to SSNRA
Terminates at Retirement	Yes	Yes	Yes	Yes
Accelerated Death Benefit	75%	75% up to \$112,500	75%	100% up to \$1,000,000
Conversion	Included	Included	Included	Included
Portability	Included	Included	Included	Included
Rate Guarantee	3 Years to 8/1/2029	3 Years to 8/1/2029	2 Years to 8/1/2028	3 Years to 8/1/2029
Monthly Rates	Current / Renewal	Option 1	Option 2	Option 3
Volume	\$7,956,000	\$7,956,000	\$7,956,000	\$7,956,000
Life Monthly Rate (per \$1,000)	\$0.085	\$0.090	\$0.085	\$0.150
AD&D Monthly Rate (per \$1,000)	\$0.020	\$0.023	\$0.020	\$0.023
Total Monthly Premium	\$835	\$899	\$835	\$1,376
Total Annual Premium	\$10,025	\$10,788	\$10,025	\$16,517
Total Change (%) over Current	0%	8%	0%	65%
Total Change (\$) over Current	\$0	\$764	\$0	\$6,492

Voluntary Life/AD&D Plan - Current & Renewal

Effective August 1, 2026

Voluntary Life Plan Analysis	Current / Renewal Symetra	Option 1 NY Life	Option 2 Renaissance	Option 3 Securian Life Insurance Company
Life Classifications	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week
Guarantee Issue				
Employee	\$100,000	\$150,000	\$500,000	\$200,000
Spouse	\$25,000	\$25,000	\$25,000	\$25,000
Child(ren)	\$10,000	\$10,000	\$10,000	\$15,000
Life Insurance Benefit				
Employee	\$10k increments to a max of \$500k, not to exceed 5x Annual Earnings	\$10k increments to a max of \$500k, not to exceed 5x Annual Earnings	\$10k increments to a max of \$500k, not to exceed 5x Annual Earnings	\$10k increments to a max of \$500k, not to exceed 5x Annual Earnings
Spouse	\$5k increments to a max of \$250k, not to exceed 50% of Employee amount	\$5k increments to a max of \$250k, not to exceed 50% of Employee amount	\$5k increments to a max of \$250k, not to exceed 50% of Employee amount	\$5k increments to a max of \$150k, not to exceed 100% of Employee amount
Child(ren)	\$10,000 to age 25	\$10,000 to age 26	\$10,000 to age 26	\$10,000 or \$15,000
AD&D Insurance Benefit	Included	Included	Included	Included
Age Reductions	to 65% at age 70; to 50% at age 75	to 65% at age 70; to 50% at age 75	to 65% at age 70; to 50% at age 75	to 65% at age 70; to 50% at age 75
Waiver of Premium	Disabled Prior to Age 60, 6-month Elim Period, to SSNRA	Disabled Prior to Age 60, 9-month Elim Period, to SSNRA	Disabled Prior to Age 60, 6-month Elim Period, to SSNRA	Disabled Prior to Age 60, 6-month Elim Period, to SSNRA
Accelerated Death Benefit	75%	75% up to \$375,000	75%	100% up to \$1,000,000
Conversion	Included	Included	Included	Included
Portability	Included	Included	Included	Included
Suicide Clause	2 Years	2 Years	2 Years	2 Years
Participation Requirement	Current Carrier	20% of Eligible Employees	20% of Eligible Employees	None
Rate Guarantee	3 Years to 8/1/2029	3 Years to 8/1/2029	2 Years to 8/1/2028	3 Years to 8/1/2029
Monthly Rates	Current / Renewal	Option 1	Option 2	Option 3
Life Monthly Rate	See rate table	See rate table	See rate table	See rate table
AD&D Monthly Rate	See rate table	See rate table	See rate table	See rate table
Dependent Monthly Rate	See rate table	See rate table	See rate table	See rate table
Total Monthly Premium	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment
Total Annual Premium	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment

Voluntary Life/AD&D Plan – Marketing Rates

Effective August 1, 2026

Voluntary Life Rate Table (Rates per \$1,000)	Current / Renewal		Option 1		Option 2	Option 3
	Symetra		NY Life		Renaissance	Securian Life Insurance Company
Employee & Spouse Rate Table	Non-Tobacco	Tobacco	Non-Tobacco	Tobacco	Non-Tobacco & Tobacco	Non-Tobacco & Tobacco
Up to 24	\$0.070	\$0.105	\$0.070	\$0.105	\$0.070	\$0.070
25 - 29	\$0.081	\$0.119	\$0.081	\$0.119	\$0.081	\$0.081
30 - 34	\$0.099	\$0.148	\$0.099	\$0.148	\$0.099	\$0.099
35 - 39	\$0.138	\$0.222	\$0.138	\$0.222	\$0.380	\$0.138
40 - 44	\$0.190	\$0.334	\$0.190	\$0.334	\$0.190	\$0.190
45 - 49	\$0.303	\$0.531	\$0.303	\$0.531	\$0.303	\$0.303
50 - 54	\$0.465	\$0.895	\$0.465	\$0.895	\$0.465	\$0.465
55 - 59	\$0.759	\$1.262	\$0.759	\$1.262	\$0.759	\$0.759
60 - 64	\$1.211	\$1.886	\$1.211	\$1.886	\$1.211	\$1.211
65 - 69	\$2.126	\$3.154	\$2.126	\$3.154	\$2.126	\$2.126
70 - 74	\$3.837	\$5.542	\$3.837	\$5.542	\$3.837	\$3.837
75+	\$7.770	\$10.026	\$7.770	\$10.026	\$7.770	\$7.770
Employee AD&D Rate	\$0.025		\$0.025		\$0.025	\$0.025
Spouse AD&D Rate	\$0.037 Family		\$0.037 Family		\$0.023	\$0.037 Family
Child(ren)						
Child(ren) Life Rate per \$1,000	\$0.20		\$0.20		\$0.223	\$0.20
Child(ren) AD&D Rate	\$0.037 Family		\$0.037 Family		\$0.200	\$0.037 Family

LTD Plan – Renewal and Marketing Results

Effective August 1, 2026

Long Term Disability Plan Analysis (ER Paid)	Current / Renewal	Option 1	Option 2	Option 3
	Symetra	NY Life	Renaissance	Securian Life Insurance Company
LTD Classifications	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week
Benefit Percentage	60%	60%	60%	60%
Monthly Benefit Maximum	\$9,000	\$9,000	\$9,000	\$9,000
Monthly Benefit Minimum	\$100	\$100	\$100	\$100
Elimination Period	90 days	90 days	90 days	90 days
Duration of Benefits	SSNRA	SSNRA	SSNRA	SSNRA
Own Occupation Definition / Period	24 Months Own Occ/Any Occ thereafter	24 months	24 months	24 months
Pre-Existing Conditions	3 months prior / 12 months insured	3 months prior / 12 months insured	3 months prior / 12 months insured	3 months prior / 12 months insured
Definition of Disability	Loss of Earnings and Loss of Duties 99% Loss - Own Occ 85% Loss - Any Occ	Loss of Earnings and Loss of Duties 80% Loss - Own Occ 80% Loss - Any Occ	Loss of Earnings and Loss of Duties 99% Loss - Own Occ 85% Loss - Any Occ	Loss of Earnings and Loss of Duties 99% Loss - Own Occ 85% Loss - Any Occ
Definition of Earnings	Base Annual Earning	Base Annual Earning	Base Annual Earning	Base Annual Earning
Exclusions/Limitations				
Mental & Nervous	24 months	24 months	24 months	24 months
Alcohol & Drug Abuse	24 months	24 months	24 months	24 months
Survivor Benefit	3 Months	3 Months	3 Months	3 Months
Taxable Benefit	Yes	Yes	Yes	Yes
FICA Match	Included	Included	Included	Included
W-2 Preparation	Included	Included	Included	Included
Rate Guarantee	3 Years to 8/1/2029	3 Years to 8/1/2029	2 Years to 8/1/2028	3 Years to 8/1/2029
Monthly Rates	Current / Renewal	Option 1	Option 2	Option 3
Covered Monthly Payroll Volume	\$662,302	\$662,302	\$662,302	\$662,302
LTD Monthly Rate (per \$100)	\$0.245	\$0.230	\$0.221	\$0.230
Total Monthly Premium	\$1,623	\$1,523	\$1,464	\$1,523
Total Annual Premium	\$19,472	\$18,280	\$17,564	\$18,280
Total Change (%) over Current		-6.1%	-9.8%	-6.1%
Total Change (\$) over Current		-\$1,192	-\$1,907	-\$1,192

Voluntary STD Plan – Current & Marketing Results

Effective Date: August 1, 2026

Voluntary STD Plan	Current	Option 1	Option 2	Option 3	Option 4	Option 5
	Colonial Life	American Fidelity	Symetra	NY Life	Renaissance	Securian Life Insurance Company
STD Classifications	All Active Full-time Employees working 20+ hours/week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week	All Active Full-time Employees working a minimum of 30 hours per week
Benefit Percentage	60%	60%	70%	60%	60%	60%
Weekly Benefits Maximum	\$4,000	\$500 to \$10,000	\$2,000	\$1,700	\$1,000	\$1,500
Elimination Period						
Injury	14 Days	7 Days	14 Days	14 Days	14 Days	14 Days
Sickness	14 Days	7 Days	14 Days	14 Days	14 Days	14 Days
Duration of Benefits	12 weeks	24 weeks	11 weeks	11 weeks	11 weeks	11 weeks
Definition of Disability	Loss of Duties	Loss of Duties	Loss of Duties AND Earnings	Loss of Duties	Loss of Duties AND Earnings	Loss of Duties AND Earnings
Pre-Existing Conditions	12 months prior / 12 months insured	12 months prior / 12 months insured	3 months prior / 12 months insured	3 months prior / 12 months insured	3 months prior / 12 months insured	3 months prior / 12 months insured
Participation	Current Carrier	Current Carrier	25% of Eligible Employees	25% of Eligible Employees	25% of Eligible Employees	25% of Eligible Employees
Rate Guarantee	5 Years to 8/1/2031	3 Years to 8/1/2029	3 Years to 8/1/2029	3 Years to 8/1/2029	2 Years to 8/1/2028	2 Years to 8/1/2028
Monthly Rates per \$10	Current	Option 1	Option 2	Option 3	Option 4	Option 5
Weekly Benefits Volume	See rate table	See rate table	See rate table	See rate table	See rate table	See rate table
STD Monthly Rate	See rate table	See rate table	See rate table	See rate table	See rate table	See rate table
Total Monthly Premium	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment
Total Annual Premium	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment	Determined upon enrollment

Voluntary STD Plan – Current & Marketing Results Rates

Effective Date: August 1, 2026

Voluntary STD Rate Table (Rates per \$100 of covered Monthly benefit)		Current / Renewal Colonial Life		
Issue Age		\$1,500	\$2,000	\$2,500
17 - 49		\$27.00	\$36.00	\$45.00
50 - 64		\$32.40	\$43.20	\$54.00
65 - 74		\$41.40	\$55.20	\$69.00
Voluntary STD Rate Table (Rates per \$100 of covered Monthly benefit)		Option 1 American Fidelity		
Issue Age		\$1,500	\$2,000	\$2,500
Under age 40		\$39.00	\$52.00	\$39.00
40 - 49		\$39.00	\$52.00	\$39.00
50 - 59		\$42.60	\$56.80	\$71.00
60+		\$52.50	\$87.50	\$87.50

Option 2 Symetra

Short Term Disability					
Age Band	Lives	Volume	Rate Per \$	Monthly Premium	Annual Premium
< 25	1	\$933	\$0.681	\$63.54	\$762.48
25 - 29	5	\$3,994	\$0.767	\$306.38	\$3,676.56
30 - 34	3	\$2,133	\$0.735	\$156.72	\$1,880.64
35 - 39	3	\$2,350	\$0.615	\$144.40	\$1,732.80
40 - 44	4	\$3,214	\$0.598	\$192.07	\$2,304.84
45 - 49	4	\$4,187	\$0.666	\$278.96	\$3,347.52
50 - 54	3	\$2,650	\$0.769	\$203.69	\$2,444.28
55 - 59	4	\$4,618	\$0.937	\$432.53	\$5,190.36
60 - 64	2	\$2,036	\$1.035	\$210.76	\$2,529.12
65 - 69	1	\$457	\$1.359	\$62.13	\$745.56
70 - 74	0	\$0	\$1.786	\$0.00	\$0.00
75 +	0	\$0	\$1.786	\$0.00	\$0.00
Total	30	\$26,572		\$2,051.18	\$24,614.16

Option 3

NY Life

Class 1

	Rate	Premium
<20	\$0.223	\$0
20-24	\$0.223	\$28
25-29	\$0.223	\$132
30-34	\$0.223	\$82
35-39	\$0.223	\$113
40-44	\$0.223	\$37
45-49	\$0.223	\$115
50-54	\$0.223	\$74
55-59	\$0.273	\$223
60-64	\$0.322	\$40
65-69	\$0.354	\$19
70-74	\$0.354	\$0
75-79	\$0.354	\$0
80-84	\$0.354	\$0
85-89	\$0.354	\$0
90-94	\$0.354	\$0
95-99	\$0.354	\$0

Option 5

Securian Life Insurance Company

Coverage	Rate per person per month	
	Age	Rate
Short Term Disability	0 - 24	\$1.17
	25 - 29	\$0.36
	30 - 34	\$0.62
	35 - 39	\$0.46
	40 - 44	\$0.55
	45 - 49	\$0.58
	50 - 54	\$0.72
	55 - 59	\$0.92
	60 - 64	\$1.14
	65 - 99	\$1.41

Option 4

Renaissance

Voluntary STD AGE BANDED SHORT TERM DISABILITY MONTHLY RATES

LIVES	AGE	STD RATE STD RATE Per \$10 Total Weekly Benefit	VOLUME	MONTHLY PREMIUM
2	Under 25	0.312	\$1,266.96	\$39.53
9	25-29	0.359	\$5,891.50	\$211.50
7	30-34	0.359	\$4,703.35	\$168.85
6	35-39	0.287	\$4,090.15	\$117.39
3	40-44	0.272	\$1,672.61	\$45.49
6	45-49	0.313	\$4,906.49	\$153.57
4	50-54	0.401	\$2,940.45	\$117.91
7	55-59	0.474	\$6,007.20	\$284.74
3	60-64	0.530	\$1,819.34	\$96.43
0	65-69	0.662	\$0.00	\$0.00
0	70+	0.860	\$0.00	\$0.00

Accident Plan – Current & Marketing Results

Effective Date: August 1, 2026

Accident Plan Analysis		Current	Option 1	Option 2
		Colonial Life	American Fidelity (Level 3)	Symetra
Accident Coverage		On & Off Job	24 Hour	24 Hour
Covered Injuries		Coma: \$7,500 Burns: up to \$15,000 Dislocations: up to \$4,000 Fractures: up to \$3,000	Coma : up to \$5,000 Burns: up to \$10,000 Dislocations: up to \$3,000 Fractures: up to \$3,000	Coma : up to \$7,500 Burns: up to \$15,000 Dislocations: up to \$4,000 Fractures: up to \$4,000
Initial Hospital Confinement		Refer to Hospital Plan for coverage	\$500	\$1,500
Daily Hospital Benefit		Refer to Hospital Plan for coverage	\$100 per day (up to 365 days)	\$300 per day (up to 365 days)
Intensive Care Daily Confinement		Refer to Hospital Plan for coverage	\$200 daily benefit (up to 30 days)	\$600 daily benefit (up to 390 days)
Emergency Room		\$200	\$200	\$300
Follow-up Treatment		\$50	\$50	\$150
Major Diagnostic Exams		\$200	\$100	\$300
Appliance		Tier 1: \$50, Tier 2: \$100; Tier 3: \$200	\$100	\$250
Prosthesis		Up to \$2,500	\$500	\$2,000
Blood and Plasma		\$400	\$200	\$400
Ambulance		Ground: \$300 / Air: \$1,500	Ground: \$500 / Air: \$1,500	Ground: \$300 / Air: \$2,000
Transportation (100+ miles)		\$150	\$300	\$400
Family Lodging (100+ miles)		\$200 per day (up to 30 days)	\$200 per day (up to 30 days)	\$140 per day (up to 30 days)
Wellness Exam		\$100	\$75	\$50
Accidental Death & Dismemberment		EE: \$25,000 / Spouse: \$25,000 / Child: \$5,000	EE: \$50,000 / Spouse: \$25,000 / Child: \$12,500	EE: \$50,000 / Spouse: \$25,000 / Child: \$12,500
Benefit Reduction		None	None	None
Rate Guarantee		5 Years	3 Years	3 Years
Participation Requirement		Current Carrier	None	None
Monthly Rates		Colonial Life	Option 1	Option 2
Employee Only	24	\$12.85	\$12.82	\$12.21
Employee + Spouse	5	\$20.70	\$22.46	\$19.67
Employee + Child(ren)	2	\$26.67	\$25.66	\$25.34
Employee + Family	2	\$34.68	\$35.28	\$32.94
Total Monthly Premium	33	\$535	\$542	\$508
Total Annual Premium		\$6,415	\$6,502	\$6,095
Total Change (%) over Current			1%	-5%
Total Change (\$) over Current			\$87	-\$320

Critical Illness Plan – Current & Marketing Results

Effective Date: August 1, 2026

Critical Illness Analysis	Current Colonial Life	Option 1 American Fidelity	Option 2 Symetra
Covered Injuries:			
Heart Attack	100%	100%	100%
Stroke	100%	100%	100%
End Stage Renal Failure	100%	100%	100%
Major Organ Failure	100%	100%	100%
Coronary Artery Bypass	25%	25%	50%
Invasive Cancer	100%	100%	100%
Carcinoma in Situ	25%	25%	25%
Advanced Alzheimer's Disease & Advanced Parkinson's	N/A	N/A	100%
Benefit Payments	Lump Sum Payable Upon Diagnosis based on chosen benefit amount	Lump Sum Payable Upon Diagnosis based on chosen benefit amount	Lump Sum Payable Upon Diagnosis based on chosen benefit amount
Benefit Amounts Available:			
Employee	up to \$35,000	up to \$30,000	up to \$30,000
Spouse	50% of EE election	100% of EE election	100% of EE election
Children	50% of EE election	50% of EE election	50% of EE election
Guarantee Issue	up to \$35,000	up to \$30,000	up to \$30,000
Reoccurrence Benefit	6 consecutive months	6 consecutive months	6 consecutive months
Pre-existing Condition	None	None	None
Wellness/Health Screen	\$50	\$50	\$50
Benefit Reduction	None	None	None
Waiting Period	None	None	None
Portability Provision	Included	Included	Included
Issue Age	Employee issue age 17-74	Employee issue age 18-69	Attained Age
Spouse/Child Eligibility Ages	Spouse issue age 17-74 Children - cover up to age 26	Spouse issue age 18-69 Children - cover up to age 26	Spouse issue age 18-75+ Children - cover up to age 26
Waiver of Premium	N/A	N/A	N/A

Colonial Life Critical Illness Rates – Current & Renewal

Effective Date: August 1, 2026

Group Critical Illness (GCI6000) for TX

• Plan 2 - Critical Illness & Cancer, Wellbeing Assistance Benefit - \$50 Benefit

Non-Tobacco Rates

	ISSUE AGE	NAMED INSURED	NAMED INSURED AND SPOUSE	NAMED INSURED AND DEPENDENT CHILD(REN)	NAMED INSURED, SPOUSE AND DEPENDENT CHILD(REN)
\$10,000	17-24	\$6.90	\$10.20	\$6.90	\$10.20
	25-29	\$8.60	\$12.80	\$8.60	\$12.80
	30-34	\$10.40	\$15.40	\$10.40	\$15.40
	35-39	\$14.40	\$21.50	\$14.40	\$21.50
	40-44	\$18.40	\$27.50	\$18.40	\$27.50
	45-49	\$25.00	\$37.70	\$25.00	\$37.70
	50-54	\$31.50	\$47.90	\$31.50	\$47.90
	55-59	\$40.50	\$61.60	\$40.50	\$61.60
	60-64	\$54.20	\$82.40	\$54.20	\$82.40
	65-69	\$65.80	\$100.20	\$65.80	\$100.20
	70-74	\$65.80	\$100.20	\$65.80	\$100.20
\$20,000	17-24	\$10.90	\$15.90	\$10.90	\$15.90
	25-29	\$14.30	\$21.10	\$14.30	\$21.10
	30-34	\$17.90	\$26.30	\$17.90	\$26.30
	35-39	\$25.90	\$38.50	\$25.90	\$38.50
	40-44	\$33.90	\$50.50	\$33.90	\$50.50
	45-49	\$47.10	\$70.90	\$47.10	\$70.90
	50-54	\$60.10	\$91.30	\$60.10	\$91.30
	55-59	\$78.10	\$118.70	\$78.10	\$118.70
	60-64	\$105.50	\$160.30	\$105.50	\$160.30
	65-69	\$128.70	\$195.90	\$128.70	\$195.90
	70-74	\$128.70	\$195.90	\$128.70	\$195.90
\$30,000	17-24	\$14.90	\$21.60	\$14.90	\$21.60
	25-29	\$20.00	\$29.40	\$20.00	\$29.40
	30-34	\$25.40	\$37.20	\$25.40	\$37.20
	35-39	\$37.40	\$55.50	\$37.40	\$55.50
	40-44	\$49.40	\$73.50	\$49.40	\$73.50
	45-49	\$69.20	\$104.10	\$69.20	\$104.10
	50-54	\$88.70	\$134.70	\$88.70	\$134.70
	55-59	\$115.70	\$175.80	\$115.70	\$175.80
	60-64	\$156.80	\$238.20	\$156.80	\$238.20
	65-69	\$191.60	\$291.60	\$191.60	\$291.60
	70-74	\$191.60	\$291.60	\$191.60	\$291.60

Tobacco Rates

	ISSUE AGE	NAMED INSURED	NAMED INSURED AND SPOUSE	NAMED INSURED AND DEPENDENT CHILD(REN)	NAMED INSURED, SPOUSE AND DEPENDENT CHILD(REN)
\$10,000	17-24	\$9.30	\$13.60	\$9.30	\$13.60
	25-29	\$12.10	\$17.80	\$12.10	\$17.80
	30-34	\$14.90	\$22.00	\$14.90	\$22.00
	35-39	\$21.30	\$31.60	\$21.30	\$31.60
	40-44	\$27.70	\$41.30	\$27.70	\$41.30
	45-49	\$38.20	\$57.60	\$38.20	\$57.60
	50-54	\$48.60	\$73.90	\$48.60	\$73.90
	55-59	\$63.00	\$95.90	\$63.00	\$95.90
	60-64	\$84.90	\$129.20	\$84.90	\$129.20
	65-69	\$103.50	\$157.50	\$103.50	\$157.50
	70-74	\$103.50	\$157.50	\$103.60	\$157.60
\$20,000	17-24	\$15.70	\$22.70	\$15.70	\$22.70
	25-29	\$21.30	\$31.10	\$21.30	\$31.10
	30-34	\$26.90	\$39.50	\$26.90	\$39.50
	35-39	\$39.70	\$58.70	\$39.70	\$58.70
	40-44	\$52.50	\$78.10	\$52.50	\$78.10
	45-49	\$73.50	\$110.70	\$73.50	\$110.70
	50-54	\$94.30	\$143.30	\$94.30	\$143.30
	55-59	\$123.10	\$187.30	\$123.10	\$187.30
	60-64	\$166.90	\$253.90	\$166.90	\$253.90
	65-69	\$204.10	\$310.50	\$204.10	\$310.50
	70-74	\$204.10	\$310.50	\$204.30	\$310.70
\$30,000	17-24	\$22.10	\$31.80	\$22.10	\$31.80
	25-29	\$30.50	\$44.40	\$30.50	\$44.40
	30-34	\$38.90	\$57.00	\$38.90	\$57.00
	35-39	\$58.10	\$85.80	\$58.10	\$85.80
	40-44	\$77.30	\$114.90	\$77.30	\$114.90
	45-49	\$108.80	\$163.80	\$108.80	\$163.80
	50-54	\$140.00	\$212.70	\$140.00	\$212.70
	55-59	\$183.20	\$278.70	\$183.20	\$278.70
	60-64	\$248.90	\$378.60	\$248.90	\$378.60
	65-69	\$304.70	\$463.50	\$304.70	\$463.50
	70-74	\$304.70	\$463.50	\$305.00	\$463.80

American Fidelity Critical Illness Rates

Effective Date: August 1, 2026



Employee Monthly Premiums

	\$10,000		\$20,000		\$30,000	
Age	Non-Tobacco	Tobacco	Non-Tobacco	Tobacco	Non-Tobacco	Tobacco
18 to 24	\$3.12	\$5.36	\$6.24	\$10.72	\$9.36	\$16.08
25 to 29	\$3.84	\$6.96	\$7.68	\$13.92	\$11.52	\$20.88
30 to 34	\$5.52	\$9.52	\$11.04	\$19.04	\$16.56	\$28.56
35 to 39	\$7.84	\$14.08	\$15.68	\$28.16	\$23.52	\$42.24
40 to 44	\$11.52	\$20.16	\$23.04	\$40.32	\$34.56	\$60.48
45 to 49	\$16.32	\$28.88	\$32.64	\$57.76	\$48.96	\$86.64
50 to 54	\$23.44	\$41.20	\$46.88	\$82.40	\$70.32	\$123.60
55 to 59	\$30.88	\$54.72	\$61.76	\$109.44	\$92.64	\$164.16
60 to 64	\$43.92	\$77.68	\$87.84	\$155.36	\$131.76	\$233.04
65 to 69	\$48.32	\$85.12	\$96.64	\$170.24	\$144.96	\$255.36

Spouse Monthly Premiums

	\$10,000		\$20,000		\$30,000	
Age	Non-Tobacco	Tobacco	Non-Tobacco	Tobacco	Non-Tobacco	Tobacco
18 to 24	\$2.48	\$5.76	\$4.96	\$11.52	\$7.44	\$17.28
25 to 29	\$3.04	\$7.68	\$6.08	\$15.36	\$9.12	\$23.04
30 to 34	\$5.68	\$11.76	\$11.36	\$23.52	\$17.04	\$35.28
35 to 39	\$7.84	\$17.04	\$15.68	\$34.08	\$23.52	\$51.12
40 to 44	\$13.12	\$25.84	\$26.24	\$51.68	\$39.36	\$77.52
45 to 49	\$18.88	\$37.60	\$37.76	\$75.20	\$56.64	\$112.80
50 to 54	\$27.84	\$53.76	\$55.68	\$107.52	\$83.52	\$161.28
55 to 59	\$38.24	\$74.40	\$76.48	\$148.80	\$114.72	\$223.20
60 to 64	\$53.60	\$102.64	\$107.20	\$205.28	\$160.80	\$307.92
65 to 69	\$75.04	\$144.80	\$150.08	\$289.60	\$225.12	\$434.40

Symetra Critical Illness Rates (Non-Tobacco)

Effective Date: August 1, 2026

Monthly 2-Tier Premium Rates--Non-Tobacco

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Employee Only	24 and Under	\$6.56	\$10.36	\$14.16
	25-29	\$8.17	\$13.59	\$19.00
	30-34	\$9.88	\$17.01	\$24.13
	35-39	\$13.68	\$24.61	\$35.53
	40-44	\$17.48	\$32.21	\$46.93
	45-49	\$23.75	\$44.75	\$65.74
	50-54	\$29.93	\$57.10	\$84.27
	55-59	\$38.48	\$74.20	\$109.92
	60-64	\$51.49	\$100.23	\$148.96
	65-69	\$62.51	\$122.27	\$182.02
	70-74	\$62.51	\$122.27	\$182.02
	75 and Over	\$62.51	\$122.27	\$182.02

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Employee + Spouse	24 and Under	\$9.69	\$15.11	\$20.52
	25-29	\$12.16	\$20.05	\$27.93
	30-34	\$14.63	\$24.99	\$35.34
	35-39	\$20.43	\$36.58	\$52.73
	40-44	\$26.13	\$47.98	\$69.83
	45-49	\$35.82	\$67.36	\$98.90
	50-54	\$45.51	\$86.74	\$127.97
	55-59	\$58.52	\$112.77	\$167.01
	60-64	\$78.28	\$152.29	\$226.29
	65-69	\$95.19	\$186.11	\$277.02
	70-74	\$95.19	\$186.11	\$277.02
	75 and Over	\$95.19	\$186.11	\$277.02

Monthly 2-Tier Premium Rates--Non-Tobacco (Continued)

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Employee + Child(ren)	24 and Under	\$6.56	\$10.36	\$14.16
	25-29	\$8.17	\$13.59	\$19.00
	30-34	\$9.88	\$17.01	\$24.13
	35-39	\$13.68	\$24.61	\$35.53
	40-44	\$17.48	\$32.21	\$46.93
	45-49	\$23.75	\$44.75	\$65.74
	50-54	\$29.93	\$57.10	\$84.27
	55-59	\$38.48	\$74.20	\$109.92
	60-64	\$51.49	\$100.23	\$148.96
	65-69	\$62.51	\$122.27	\$182.02
	70-74	\$62.51	\$122.27	\$182.02
	75 and Over	\$62.51	\$122.27	\$182.02

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Family	24 and Under	\$9.69	\$15.11	\$20.52
	25-29	\$12.16	\$20.05	\$27.93
	30-34	\$14.63	\$24.99	\$35.34
	35-39	\$20.43	\$36.58	\$52.73
	40-44	\$26.13	\$47.98	\$69.83
	45-49	\$35.82	\$67.36	\$98.90
	50-54	\$45.51	\$86.74	\$127.97
	55-59	\$58.52	\$112.77	\$167.01
	60-64	\$78.28	\$152.29	\$226.29
	65-69	\$95.19	\$186.11	\$277.02
	70-74	\$95.19	\$186.11	\$277.02
	75 and Over	\$95.19	\$186.11	\$277.02

Symetra Critical Illness Rates (Tobacco)

Effective Date: August 1, 2026

Monthly 2-Tier Premium Rates--Tobacco

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Employee Only--Tobacco	24 and Under	\$8.84	\$14.92	\$21.00
	25-29	\$11.50	\$20.24	\$28.98
	30-34	\$14.16	\$25.56	\$36.96
	35-39	\$20.24	\$37.72	\$55.20
	40-44	\$26.32	\$49.88	\$73.44
	45-49	\$36.29	\$69.83	\$103.36
	50-54	\$46.17	\$89.59	\$133.00
	55-59	\$59.85	\$116.95	\$174.04
	60-64	\$80.66	\$158.56	\$236.46
	65-69	\$98.33	\$193.90	\$289.47
	70-74	\$98.33	\$193.90	\$289.47
	75 and Over	\$98.33	\$193.90	\$289.47

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Employee + Spouse--Tobacco	24 and Under	\$12.92	\$21.57	\$30.21
	25-29	\$16.91	\$29.55	\$42.18
	30-34	\$20.90	\$37.53	\$54.15
	35-39	\$30.02	\$55.77	\$81.51
	40-44	\$39.24	\$74.20	\$109.16
	45-49	\$54.72	\$105.17	\$155.61
	50-54	\$70.21	\$136.14	\$202.07
	55-59	\$91.11	\$177.94	\$264.77
	60-64	\$122.74	\$241.21	\$359.67
	65-69	\$149.63	\$294.98	\$440.33
	70-74	\$149.63	\$294.98	\$440.33
	75 and Over	\$149.63	\$294.98	\$440.33

Monthly 2-Tier Premium Rates--Tobacco (Continued)

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Employee + Child(ren)	24 and Under	\$8.84	\$14.92	\$21.00
	25-29	\$11.50	\$20.24	\$28.98
	30-34	\$14.16	\$25.56	\$36.96
	35-39	\$20.24	\$37.72	\$55.20
	40-44	\$26.32	\$49.88	\$73.44
	45-49	\$36.29	\$69.83	\$103.36
	50-54	\$46.17	\$89.59	\$133.00
	55-59	\$59.85	\$116.95	\$174.04
	60-64	\$80.66	\$158.56	\$236.46
	65-69	\$98.33	\$193.90	\$289.47
	70-74	\$98.33	\$193.90	\$289.47
	75 and Over	\$98.33	\$193.90	\$289.47

	Employee Attained Age	\$10,000	\$20,000	\$30,000
Family	24 and Under	\$12.92	\$21.57	\$30.21
	25-29	\$16.91	\$29.55	\$42.18
	30-34	\$20.90	\$37.53	\$54.15
	35-39	\$30.02	\$55.77	\$81.51
	40-44	\$39.24	\$74.20	\$109.16
	45-49	\$54.72	\$105.17	\$155.61
	50-54	\$70.21	\$136.14	\$202.07
	55-59	\$91.11	\$177.94	\$264.77
	60-64	\$122.74	\$241.21	\$359.67
	65-69	\$149.63	\$294.98	\$440.33
	70-74	\$149.63	\$294.98	\$440.33
	75 and Over	\$149.63	\$294.98	\$440.33

Hospital Gap Plan – Current & Marketing Results

Effective Date: August 1, 2026

Hospital Indemnity		Current	Option 1	Option 2
		Colonial Life	American Fidelity (Enhanced Plan)	Symetra
Daily Benefit Amount		N/A	\$150 up to 30 days/year	N/A
Inpatient Hospital Confinement		\$1,000, \$2,000 or \$3,000	\$1,000	\$2,000 first day, 5 incident(s) per person/per policy
Hospital First Occurrence		N/A	N/A	N/A
ICU		N/A	\$300 up to 10 days/year	N/A
Outpatient Office Visit		N/A	N/A	N/A
Diagnostic X-ray/Lab		N/A	N/A	N/A
Outpatient Surgery Benefits		N/A	N/A	N/A
ER		N/A	\$300	N/A
Wellness Care		\$50	N/A	N/A
Waiver of Premium		Included	N/A	N/A
Pre-Existing Condition		12 months	N/A	N/A
Guarantee Issue		N/A	N/A	N/A
Underwriting		N/A	N/A	N/A
Benefit Waiting Period		None	N/A	N/A
HSA Compatible		Yes	Yes	Yes
Financials				
Monthly Premium		24 Hour Coverage	24 Hour Coverage	24 Hour Coverage
Employee Only	8	Age and Tier Band	\$22.14	\$21.90
Employee + Spouse	2	See Rate Tables on next page	\$42.64	\$27.22
Employee + Child(ren)	1		\$36.56	\$36.53
Employee + Family	0		\$57.06	\$49.64
Total Monthly Premium		\$0	\$299	\$266
Total Annual Premium		\$0	\$3,588	\$3,194
Rate Guarantee		5 Years	3 Years	3 Years
Participation Requirement		Current Carrier	Waived	Waived

Hospital Gap Plan – Current Rates

Effective Date: August 1, 2026

Group Medical Bridge (GMB7000) for TX *Age-Banded*

Applicable to Policy Forms GMB7000-P & GMB7000-C

- Wellbeing Assistance: Basic - \$50

HOSPITAL CONFINEMENT LEVEL	ISSUE AGE	NAMED INSURED	EMPLOYEE & SPOUSE	ONE PARENT FAMILY	TWO PARENT FAMILY
Level 2: \$1000	17-49	\$13.65	\$21.25	\$17.70	\$25.30
	50-59	\$16.45	\$28.55	\$20.50	\$32.60
	60-64	\$21.35	\$39.95	\$25.40	\$44.00
	65-99	\$28.25	\$54.25	\$32.30	\$58.30

HOSPITAL CONFINEMENT LEVEL	ISSUE AGE	NAMED INSURED	EMPLOYEE & SPOUSE	ONE PARENT FAMILY	TWO PARENT FAMILY
Level 4: \$2000	17-49	\$23.05	\$38.15	\$31.10	\$46.20
	50-59	\$28.65	\$52.75	\$36.70	\$60.80
	60-64	\$38.45	\$75.55	\$46.50	\$83.60
	65-99	\$52.25	\$104.15	\$60.30	\$112.20

HOSPITAL CONFINEMENT LEVEL	ISSUE AGE	NAMED INSURED	EMPLOYEE & SPOUSE	ONE PARENT FAMILY	TWO PARENT FAMILY
Level 6: \$3000	17-49	\$38.15	\$65.25	\$52.60	\$79.70
	50-59	\$48.05	\$91.35	\$62.50	\$105.80
	60-64	\$65.75	\$132.45	\$80.20	\$146.90
	65-99	\$90.65	\$184.05	\$105.10	\$198.50

FSA Administration

Effective August 1, 2026

FSA ADMINISTRATION	Flores	Option 1	Option 2
	Current & Renewal	HSA Bank	Surency
Minimum Monthly Billing	\$100	Waived	\$50
Debit Card Fee	No charge	No charge	No charge
One Time Set up Fee	Waived	Waived	Waived
Annual Fee / Renewal Fee	Waived	Waived	Waived
Bank Account Set up Fee	No charge	No charge	No charge
Plan Documents and SPD	Included	\$200 one-time fee	Included
Enrollment Material	Included	Included	Waived
View Account Balances	Included	Included	Included
Email Claim Submission	Included	Not Available	Included
Eligibility File Feeds	Included	Included	Included
24 Hour Internet & Voice Response System	Included	Included	Included
Toll Free Number	Included	Included	Included
Direct Deposit	Included	Included	Included
Check Claim Status	Included	Included	Included
Communication Meeting	Included	Included	Included
Reports	Standard Included	Included	Included
Claims Processing Frequency	Daily	Daily	Daily
Flex Spending Benefit (Health & Dep. Day Care)	Included	\$1.50 DCFSA and \$4.00 HCFSA	Included
Non-Discrimination Testing	Included	\$250, optional one-time fee per test	
Requires prefunding / impressed balance	5% of annual Medical FSA election amounts	No	No
FINANCIALS			
Total Per Participant Per Month (Enrolled)	72	72	72
Rate (Per Employee Per Month PEPM)	\$4.50	\$4.00	\$4.00
Total Month Premium	\$324	\$288	\$288
Total Annual Premium	\$3,888	\$3,456	\$3,456
Total Change (%) over Current	0%	-11%	-11%
Total Change (\$) over Current	\$0	-\$432.00	-\$432.00
Rate Guarantee	3 Years	3 Years	4 Years

HSA Administration

Effective August 1, 2026

HSA Plan	Current / Renewal HSA Bank	Option 2 Surency
Minimum Monthly Billing	N/A	N/A
Initial Debit Card	Included	Included
ATM Withdrawal	Fees may apply	N/A
Withdrawal by Form	Included	Included
Overdraft Fee	Fees may apply	\$0.00
Stop Payment Fee	Fees may apply	\$0.00
Account Set Up	Included	\$0.00
Interest Rate	Varies	Varies
HSA checks / Deposit Tickets	Fees may apply	\$2.50 check distribution for reimbursement. No cost for direct deposit.
Account Closure	\$25	\$20
Replacement of lost debit Card	Included	Included
Online Bill Pay	Included	Included
FINANCIALS	Current / Renewal	Option 2
# of Participants Enrolled	41	41
Administrative Fees (PEPM)	\$2.00	\$1.50
Total Monthly Premium	\$82	\$62
Total Annual Premium	\$984	\$738
Rate Guarantee	N/A	4 Years

Flores: COBRA Administration

Effective August 1, 2026

- \$0.60 per insured per month COBRA administration (\$40 minimum)

COBRA fee is billed to HUB.

EAP – Renewal & Marketing Results

Effective August 1, 2026

EAP BENEFITS	Current	Renewal	Option 1
	Aetna Resources for Living	Aetna Resources for Living	Alliance Work Partners
Home Office	Hartford, CT	Hartford, CT	Austin, TX
24 / 7 Access Center	Yes	Yes	Yes
National Network	Yes	Yes	Yes
Gatekeeper Services	Yes	Yes	Yes
Management Training	Yes	Yes	Yes
Legal and Financial Services	Yes	Yes	Yes
EAP Website Access	www.resourcesforliving.com	www.resourcesforliving.com	www.awpnow.com
Orientation	Yes	Yes	Yes
Account Management	Yes	Yes	Yes
Comprehensive Utilization Reporting	Included	Included	Included
Specialty Onsite Services: Employee Orientation, Management Training, Seminars	*On-Site training: \$250 per hour plus \$150 per hour for travel & preparation time. *Webinar Training: \$250 per hour plus \$150 per hour for preparation time for up to 50 participants. Sessions 1 hour duration *Training Cancellation Fee: require 6 business days notice and \$375 per hour for services provided on a fee for service and subject to hourly rate.	*On-Site training: \$300 per hour plus \$150 per hour for travel & preparation time. *Webinar Training: \$250 per hour plus \$150 per hour for preparation time for up to 50 participants. Sessions 1 hour duration *Training Cancellation Fee: require 6 business days notice and \$375 per hour for services provided on a fee for service and subject to hourly rate. New program called "Access Plus". Access Plus is a digital counseling program that will offer real-time provider access to find, screen, and schedule provider appointments for in-person counseling. This program is not optional, will be included.	Included unlimited access to online training, and 2 hour(s) of onsite training per year. Onsite, individual counseling is available at the rate of \$250 per hour plus travel expenses. Additional onsite training, selected from AWP's Training Catalog may be purchased at \$200 per hour, plus travel expenses. Value-added Services (Additional Cost): Peer Support \$0.50 PEPM, PTX \$0.25 PEPM, WorkLife Premium \$0.49 PEPM, WellCoach \$0.10 PEPM.
Critical Incident Services	*Unlimited Standard Services: limited to 10 hours per incident. Additional hours over 10 - hourly rate of \$285 per hour plus travel and preparation expenses at flat rate of \$180 per counselor. *Fee for service Immediate Services: \$385 per hour plus travel and preparation expenses at flat rate of \$180 per counselor.	*Unlimited Standard Services: limited to 10 hours per incident. Additional hours over 10 - hourly rate of \$285 per hour plus travel and preparation expenses at flat rate of \$180 per counselor. *Fee for service Immediate Services: \$385 per hour plus travel and preparation expenses at flat rate of \$180 per counselor.	Onsite Critical Incident Stress Response (CISR) is included, up to 5 hours per event, with an unlimited number of events.
Dept. of Transportation/Substance Abuse Professionals Services	\$750 per case. DOT Supervisor training - 2 hours at \$800. DOT Employee training - 1 hour at \$400.	\$750 per case. DOT Supervisor training - 2 hours at \$800. DOT Employee training - 1 hour at \$400.	Included
Work-Life Services / Work Life and HelpNet	Unlimited online access	Unlimited online access	Unlimited online access
For All Members of Household	Included	Included	Included
Safe Ride Program	N/A	N/A	Included
Number of Visits	Up to 6 sessions per incident	Up to 6 sessions per incident	Up to 6 sessions per incident
FINANCIALS	Current	Renewal	Option 1
Number of Employees	123	123	123
Rate PEPM (Per Employee Per Month)	\$1.54	\$1.70	\$4,500 annual flat rate
Total Monthly Premium	\$189	\$209	NA
Total Annual Premium	\$2,273	\$2,509	\$4,500
% Change from Current		\$236	\$2,227
% Change from Current		10%	98%
Rate Guarantee	3 Years from 8/1/23 - 8/1/26	3 Years from 8/1/26 - 8/1/29	1 Year from 8/1/26 -8/1/27

Legal Shield Legal Plan

Effective Date: August 1, 2026

Current / Renewal

- LegalShield - \$9.48 per pay period (\$18.95 monthly)
- IDShield Individual 1 Bureau Monitoring - \$4.48 per pay period (\$8.95 monthly)
- IDShield Family 1 Bureau Monitoring - \$9.48 per pay period (\$18.95 monthly)
- LegalShield + IDShield Individual 1 Bureau Monitoring Bundle - \$13.95 per pay period (\$27.90 monthly)
- LegalShield + IDShield Family 1 Bureau Monitoring Bundle - \$16.95 per pay period (\$33.90 monthly)



**MEETING MINUTES
JUNE 2, 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, Jared Sessum, Tom Tollett, Angela Cervantes, Summer Sanford, Melanie Deemer, Guy Rodgers. Also in attendance were: City Manager Gayle Cook, Deputy City Secretary Mandy Morales, and City Attorney David Olson. Pledges were conducted.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

Joe Machol Seabrook, Texas Pelican Bay Pool

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

Councilmember Deemer announced the following events:

Early Voting from June 1, 2026 through June 9, 2026

Election Day on June 13, 2026

Water Wars on June 20, 2026

Movie Night at Meador Park on June 20, 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 presented the update and reported on the following:

- Boards and Commissions
- Transportation
- Pine Gully Pier
- East Meyer
- Lyman Street
- Waste Water Treatment Plant
- Bayside Park
- Wildlife Park
- Pelican Bay Pool
- Carother's East Track
- Fire Training Tower
- Rural Street Preventative Maintenance Project
- North Meyer Reconstruction

2. CONSENT AGENDA

2.1 Approve the minutes of the May 19, 2026 City Council Meeting.

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

Motion:	To Approve the Consent Agenda
Made By:	At-Large Position 3 Tollett

Seconded By: At-Large Position 6 Sanford
Vote: **Passed** unanimously by all present

3. BID AWARDS

- 3.1 **Consider and take all appropriate action on the bid award of RFP 2026-06-347 for the Pine Gully Pier Demolition and Construction Services (CIP P27) to SR Trident in an amount of \$ 2,045,671.26 with selection of Project Alternate 1 Piling selected and authorize the City Manager to execute the agreement and all associated documents.**

Richard Ewer, Engineer with Celerity Engineering, Inc. Trident, gave a presentation regarding the following:

- Pier construction
- ADA Compliance
- Materials used
- Length of the pier

Motion: To Approve
Made By: At-Large Position 3 Tollett
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 Resolution 2026-10 officially naming the new Fire Training Building the Andrew D. Castiglione Fire Training Building.**

Motion: To Approve
Made By: At-Large Position 3 Tollett
Seconded By: At-Large Position 2 Sessum
Vote: **Passed** unanimously by all present

The Mayor read the Resolution and presented a sign to Andrew Castiglione.

- 4.2 **Consider and take all appropriate action on a request by the Police Department to engage in a one-year trial period for a Drone as First Responder (DFR) program, a no-cost agreement with Brinc for a single aircraft DFR to evaluate its benefits to the City of Seabrook and authorize the City Manager to execute the agreement and associated documents.**

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

- 4.3 **Consider and take all appropriate action on the ratification of an incentive agreement for a Small Business Development Grant between Merlion Restaurant and Seabrook Economic Development Corporation for a maximum amount of \$26,900.00**

Motion: To Approve
Made By: At-Large Position 3 Tollett
Seconded By: At-Large Position 2 Sessum

Vote: **Passed** unanimously by all present

4.4 Consider and take all appropriate action on the ratification of an incentive agreement for a New Construction & Development Grant between Neighborhood Tap and Seabrook Economic Development Corporation for a maximum amount of \$200,000.00

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

4.5 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 all associated documents.

Motion: To Approve
Made By: At-Large Position 3 Tollett
Seconded By: At-Large Position 4 Cervantes
Vote: **Passed** unanimously by all present

4.6 Consider and take all appropriate action on the authorization of a Tender Agreement with Continental Casualty Company for the Seabrook Volunteer Fire Station Addition and Renovation project and authorize the City Manager to execute the agreement and all associated documents.

Motion: To Approve
Made By: At-Large Position 2 Sessum
Seconded By: At-Large Position 6 Sanford
Vote: **Passed** unanimously by all present

4.7 Consider and take all appropriate action to approve an American Institute of Architects (AIA) agreement with MCA Construction as the substitute contractor for the Seabrook Volunteer Fire Station Addition and Renovation project in an amount not to exceed of \$2,494,074.00 and authorize the City Manager to execute the agreement and all associated documents.

Motion: To Approve
Made By: At-Large Position 2 Sessum
Seconded By: At-Large Position 3 Tollett
Vote: **Passed** unanimously by all present

5. EXECUTIVE SESSION

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

551.071 Consultation with attorney regarding legal matters.
No Executive Session was held.

6. OPEN SESSION

7. ROUTINE BUSINESS

7.1 Establish future meeting dates and agenda items.

Deputy City Secretary Mandy Morales informed Council the next Regular City Council meeting was scheduled for Tuesday, June 16, 2026, and a Special City Council meeting to canvass the General Runoff Election was scheduled for Wednesday, June 24, 2026 at 6:00 pm.

There being no further business, Mayor Sweeney adjourned the meeting at 6:58 p.m.

APPROVED:

Jim Sweeney
Mayor

DATE: _____

ATTEST:

Rachel Lewis, TRMC
City Secretary



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: Public Works

Presenter: Brian Craig, Director of Public Works | City Engineer

Briefing Prepared By: Brian Craig

Strategic Focus Area: Quality of Life

General Information:

Consider and take all appropriate action on the purchase of a picnic shelter structure at Wildlife Park from May Recreation Equipment through the purchasing cooperative BuyBoard Contract #781-25 in the amount of \$28,979.00, to recognize and use the Helen Burton Donation fund. This item will require supplemental funding from Capital Improvement Projects (CIP) Fund 28 and will require a CIP amendment.

Executive Summary / Background:

Helen Burton was a member of the Parks and Trails Committee from 2009 to 2021, and was the Chair for 10 years of her term.

During her tenure, she fostered the development of a highly collaborative and effective team comprised of City staff, committee members, community volunteers, and external partners, all working together to enhance and preserve Seabrook's green spaces. Her steadfast support for ongoing tree planting initiatives, trail development, anti-litter efforts, and public events for residents of all ages has strengthened community engagement and environmental stewardship. She was pivotal in volunteer outreach and ongoing support to sustain active community participation.

Helen generously donated \$10,000 to support park improvements. City staff has identified an appropriate project where these funds can be applied and that will meaningfully recognize her contribution to the Park system.

Funding / Fiscal Information:

Proposed Funding: \$10,000 Helen Burton Donation

\$18,979 Fund 28 Capital Improvement Projects

Supporting Materials Attached:

1. Quote 125104 Updated

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



May Recreation Equipment & Design, L.P.

Park and Playground Design, Supply and Installation

"We Speak Playground!"

Livingston, Texas

jeff@mayrecreation.com www.mayrecreation.com

Toll Free: (800) 964-6301 • Phone: (281) 288-1412 • Fax: (281) 288-0043

Today's Date:	5/27/26
Project Name:	Picnic Shelter
Client Name:	City of Seabrook
Contact Name:	Brian Craig
Phone:	

May Recreation Equipment & Design, L.P. is pleased to present the following job estimate based upon plans and/or requests made by the client listed above.

Quantity	Description	Extended
1	Mesa Width: 12 Length: 12 Tiers: 1 Roof Type: Mega-Rib Fascia: 24 Ga. Trim Column Mounting Type: Sub-surface mount Roof Pitch: 4:12 Number of Columns: 4 Eave Height: 8' Frame Finish: Zinc rich primer w/ TGIC powder coat	\$9,935.00
	Add Opt for 2 nd Tier	\$2,483.00
	Structural Calculations	\$850.00
	Freight and Handling	\$2,650.00
	Erection of structure	\$4,346.00
	Reinforced concrete footings.	\$7,875.00
	Add option for integrated 12x12 concrete slab	\$840.00
	Buy Board Proposal #781-25	

TOTAL PROJECT ESTIMATE: \$28,979.00

Please Note: This proposal is valid for **(30)** days from today's date. Pricing is subject to change without notice thereafter.

Payments will be made according to the following and will be determined by credit information received from customer:

Amount due with acceptance of proposal	50% Down
Amount due upon completion of project	

Quote Prepared by: *Jeff Bratton* (May Recreation Equipment & Design, L.P.)

Proposal Acceptance

I hereby authorize May Recreation Equipment & Design, L.P. to ship the equipment listed above for which I agree to pay the total amount specified. Payment is due upon receipt of invoice unless otherwise specified. Non-taxable customers will provide proper tax exemption certificate to May Recreation upon request. Purchase orders and payments should be made payable to the order of May Recreation Equipment & Design, L.P.

Client Signature	Date

Notes for project: Unless otherwise noted, this proposal does **not** include taxes, site preparation, surfacing or installation. We will make every effort to avoid damaging underground utilities (i.e. cable, water, electric, fax/data lines, and irrigation systems). However, we will not be held responsible for any damages to these items.

Please sign and fax all pages of this proposal to (281) 288-0043

We also offer the following products for your project

- **Playground Equipment**
- **Pavilion Shelters/Gazebos**
- **Engineered Wood Fiber Surfacing**
- **Soccer Goals/Nets**
- **Picnic Tables/Benches**
- **Bicycle Racks**
- **Rubberized Playground Surfacing**
- **Drinking Fountains**
- **Pool Slides**
- **Park Grills**
- **Shade Structures**







Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: City Manager's Office

Presenter: Gayle Cook, City Manager

Briefing Prepared By: Gayle Cook

Strategic Focus Area: QUALITY OF LIFE

General Information:

Consider and take all appropriate action on Resolution 2026-07, Dedication of Land as Open Space and Parkland, 715 Main Street.

Executive Summary / Background:

As part of the City's grant application process, TPWD also requires park property associated with grant-funded projects to be formally dedicated for public park and recreation purposes. The resolution includes dedication of the former wastewater treatment plant property, now part of the Bayside Park expansion, as public parkland.

Funding / Fiscal Information:

Supporting Materials Attached:

1. Res 2026-07, Dedication of 715 Main Street Open Space

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

**CITY OF SEABROOK
RESOLUTION NO. 2026-07**

DEDICATION OF LAND AS OPEN SPACE AND PARKLAND

A RESOLUTION OF THE CITY OF SEABROOK, TEXAS, DEDICATING 2.35 ACRES OF LAND LOCATED ALONG 713 MAIN STREET, THE SITE OF THE FORMER CITY WASTEWATER TREATMENT PLANT, AS DESCRIBED IN EXHIBIT “A,” FOR USE AS OPEN SPACE IN PERPETUITY, AS REQUIRED BY THE TEXAS PARKS AND WILDLIFE DEPARTMENT; APPROVING THE TERMS AND CONDITIONS OF THE AGREEMENT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Seabrook City Council desires to provide quality open space and park facilities for the residents of Seabrook on the site of the former wastewater treatment plant; and

WHEREAS, the City of Seabrook plans to apply to the Texas Parks and Wildlife Department for funding for the development of a community park and desires to comply with all requirements of the grant program.

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

SECTION 1. To fulfill the requirements of the Texas Parks and Wildlife Department grant application, the City Council of the City of Seabrook, Texas, hereby designates and dedicates 2.35 acres of land located along Main Street in the Bayside Park area, as described in Exhibit “A,” as Open Space in perpetuity.

SECTION 2. Any prior Resolution of the City Council in conflict with the provisions contained in this Resolution are hereby repealed and revoked.

SECTION 3. Should any part of this Resolution be held to be invalid for any reason, the remainder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

SECTION 4. This Resolution shall take effect immediately from and after its passage and it is so duly resolved.

PASSED, APPROVED, AND ADOPTED on this 16th Day of June, 2026.

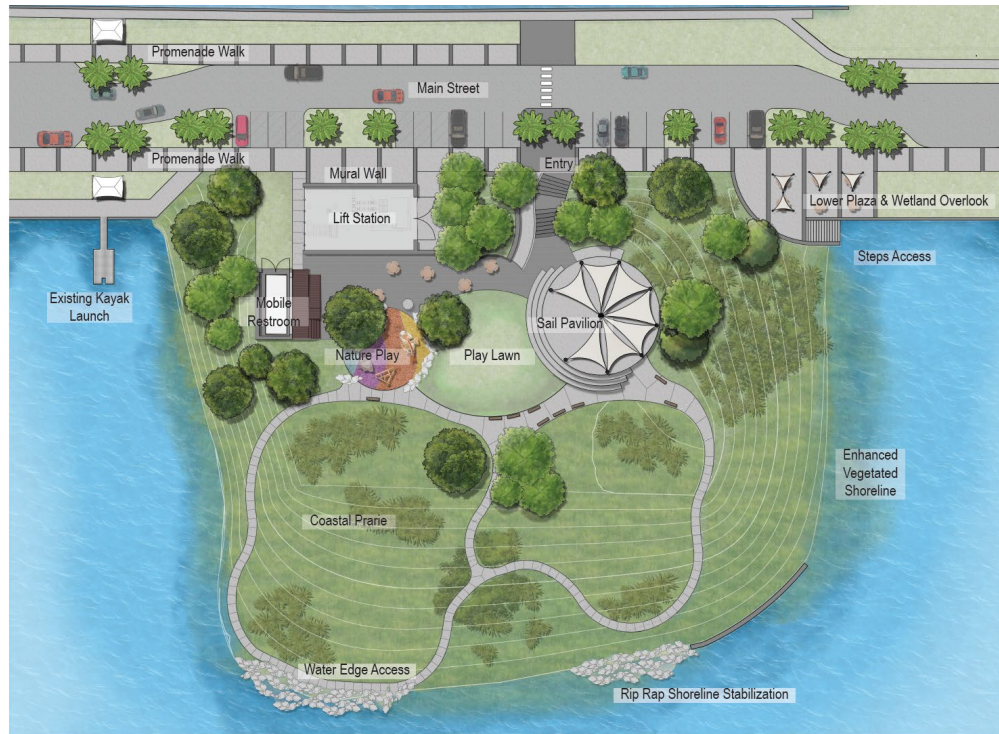
CITY OF SEABROOK

Jim Sweeney
Mayor

ATTEST:

Rachel Lewis, TRMC
City Secretary

ATTACHMENT A



Kimley»Horn



BAYSIDE PARK
CONCEPTUAL PARK PLAN

August 2025



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: Finance

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Consider and take all appropriate action on first and final reading of Ordinance 2026-09, Budget Amendment No. 3, Amending the Budget for the fiscal year beginning October 1, 2025 and ending September 30, 2026 for General Fund, Hotel Occupancy Tax (HOT) Fund, Public Educational and Governmental Fund (PEG), Economic Development Corporation (EDC) Fund, and General Fund Vehicle Equipment Replacement Fund.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached:

1. Ordinance 2026-09

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

**CITY OF SEABROOK
ORDINANCE NO. 2026-09**

**AMENDMENT NO. 3
AMENDING THE BUDGET FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026
FOR CITY DEPARTMENT ENCUMBRANCES**

AN ORDINANCE AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026 BY AUTHORIZING CERTAIN ADDITIONS IN THE AMOUNT OF \$ 724,912.01 FOR GENERAL FUND, HOTEL OCCUPANCY TAX FUND, PUBLIC EDUCATIONAL AND GOVERNMENTAL FUND, ECONOMIC DEVELOPMENT CORPORATION FUND, AND GENERAL FUND VEHICLE EQUIPMENT REPLACEMENT FUND; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO FACILITATE THE CHANGES IDENTIFIED; AND FINDING AVAILABLE UNENCUMBERED FUNDS FOR THE SUPPLEMENTAL APPROPRIATION AND/OR RESERVE REDUCTION.

WHEREAS, the City Council of the City of Seabrook Approved Budget Ordinance 2025-17 on September 25, 2025; and

WHEREAS, the City Council is authorized by law to make changes in the City budget for supplemental appropriations or reductions, and;

WHEREAS, the City Manager has certified there are unencumbered fund balances available for appropriation in excess of those appropriated for specific expenditures in the budget for supplemental appropriation and/or transfer; and

WHEREAS, such expenditures will occur subsequent to the adoption of the 2025/26 budget and will require formal appropriations; and

WHEREAS, said amendments are necessary to appropriate funds to provide proper fund accounting for changes a variety of expenditure and revenue lines as a result of timing circumstances relating to the time of budget adoption; and

WHEREAS, the City Council finds it in the public interest to amend the total Fiscal Year 2025/26. Operating Budget for the General Fund, Hotel Occupancy Tax Fund, Public Educational and Governmental Fund, Economic Development Corporation Fund and General Fund Vehicle Equipment Replacement Fund and by adjusting various budget accounts as outlined in **Exhibit “A”**

WHEREAS, the City Council of the City of Seabrook finds and determines that this budget amendment complies with all requirements under its Charter and laws;

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

THAT, the 2025/26 Adopted Budget for the City of Seabrook for the period beginning on October 1, 2025 and ending on September 30, 2026 is hereby amended by decreasing and increasing various funds and department line items in the total amount of \$ 724,912.01 as set out in **Exhibit “A”, Budget Amendment # 3** to FY 2026 attached hereto and incorporated herein.

PASSED, AND APPROVED with a quorum present, by an affirmative vote of a majority of Councilmembers present, in accordance with Seabrook City Charter Section 2.10, on first and final reading this **16th day of June, 2026**.

James J. Sweeney
Mayor

ATTEST:

Rachel Lewis, TRMC
City Secretary

APPROVED AS TO FORM:

David Olson
City Attorney

ORDINANCE 2026-09 Budget Amendment #3

Attachment A

General Fund, Hotel Occupancy Tax Fund, Public Educational and Governmental Fund, Economic Development Corporation Fund, and General Fund Vehicle Equipment Replacement Fund

AMENDMENT NO. 3 TO THE BUDGET OF THE CITY OF SEABROOK, TEXAS FOR THE FISCAL YEAR 2025-26

Department	Fund	General Ledger Account Number	General Ledger Account Name	Expenditure Budget Amendment Description	2025-26 Budget	Amendment Amount	2025-26 Amended Budget
Finance	General	001-1101-30100	Salaries	Unbudgeted Accrual Final Check and FTE Financial Analyst mid-year additional for remaining fiscal year	\$ 350,882.00	\$48,621.00	\$ 399,503.00
Finance	General	001-1101-31000	FICA	FTE Financial Analyst	\$ 26,881.00	\$2,420.00	\$ 29,301.00
Finance	General	001-1101-32100	Retirement	FTE Financial Analyst	\$ 52,008.00	\$4,669.00	\$ 56,677.00
Finance	General	001-1101-31200	Insurance	FTE Financial Analyst	\$ 55,464.00	\$2,960.00	\$ 58,424.00
Fire	General	001-2300-51800	Maint Bldgs & Grounds	HVAC Heater Unit at Fire Station	\$ 28,000.00	\$ 24,512.00	\$ 52,512.00
Community Development	General	001-1600-52400	Contract Svcs-Mowing/Demolition	Demolition of Property at 1209 Hardesty Ave	\$ 5,000.00	\$ 18,335.50	\$ 23,335.50
		001-32110	Fund Balance			\$ (101,517.50)	\$ (101,517.50)
				Total General Fund Amendment		\$ 101,517.50	
Hotel Occupancy Tax	HOT	215-1150-50100	Advertising	Soccer Ball - World Soccer Tournament	\$ 24,700.00	\$ 15,000.00	\$ 39,700.00
		215-32100	Fund Balance			\$ (15,000.00)	\$ (15,000.00)
				Total Special Fund Amendment		\$ 15,000.00	
Public Educational and Governmental	PEG	283-3830-60200	Equipment	Upgrade to Council AV Equipment for Boards and Commissions	\$ -	\$ 45,887.00	\$ 45,887.00
		283-3830-4150	Small Tools and Equipment	Chairs in Council Chambers	\$ 3,512.00	\$ 22,235.71	\$ 25,747.71
		283-3830-4150	Small Tools and Equipment	Handheld Microphone Replacements with Chargers	\$ 25,747.71	\$ 1,409.20	\$ 27,156.91
		283-32110	Fund Balance			\$ (69,531.91)	\$ (69,531.91)
				Total Special Fund Amendment		\$ 69,531.91	
Economic Development Corporation	EDC	770-5071-60350 (New Line Item)	Infrastructure	Bollards and Chains SH 146	\$ -	\$ 19,038.99	\$ 19,038.99
		770-5071-60350	Infrastructure	Local Match for BUILD Grant (Main St Design)	\$ 19,038.99	\$ 200,000.00	\$ 219,038.99
		770-5071-56200	Community Development Incentives	Additional Approved and Expensed Incentives	\$ 502,114.00	\$ 305,881.49	\$ 807,995.49
		770-5071-56170	Economic Development Projects	Handheld Microphone Replacements with Chargers	\$ 3,512.00	\$ 1,409.20	\$ 809,404.69
		770-32110	Fund Balance			\$ (526,329.68)	\$ 283,075.01
				Total Special Fund Amendment		\$ 526,329.68	
General Fund Vehicle Equipment Replacement Fund	GFVERF	684-1840-60240	Vehicles Emergency Services	Upfit 2026 Traverse Emergency Services	\$ 44,000.00	\$ 7,532.92	\$ 51,532.92
		684-1840-60240	Vehicles Emergency Services	Decommission 2016 Tahoe and upfit 2018 Silverado 1500	\$ 51,532.92	\$ 5,000.00	\$ 56,532.92
		684-32110	Fund Balance			\$ (12,532.92)	\$ (12,532.92)
				Total Special Fund Amendment		\$ 12,532.92	
				Total Amendments		\$ 724,912.01	



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: City Manager's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area: QUALITY OF LIFE

General Information:

Consider and take all appropriate action regarding Amendment No. 2 to the Fiscal Year 2026 Capital Improvement Program.

Executive Summary / Background:

Amendment No. 2 to the Capital Improvement Program serves to update prior action on the following projects:

P12 - WILDLIFE PARK TRAILHEAD IMPROVEMENTS

The city council has been presented on this agenda with a prior decision item for approving a picnic shelter addition to the Wildlife Park. The proposal is for a full cost including the pad for the shelter in accordance with the Buyboard proposal attached for a cost of \$28,664.00.

The amendment proposed in the Amendment No. 2 to the CIP is to enhance further the entrance to the park with removing the older metal gate and replacing with a natural wood approach, landscaping, bollards to prevent vehicular traffic on trails, and picnic tables. Added value for additional improvements would bring a new CIP P12 total to \$41,194.00

P27 - PINE GULLY PIER

This project is being updated with recent actual bid totals.

Funding / Fiscal Information:

Supporting Materials Attached:

1. CIP TOTAL FY26 Amend 2
2. Wildlife Park P12 Amendment
3. Wildlife Park P12 Amendment with Trailhead
4. Pine Gully Pier P27

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

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.

CAPITAL IMPROVEMENT PROJECT SUMMARY 2026 - 2030+

AMENDMENT #1 1-20-2026, AMENDMENT #2 FY 6-16-2026

				PROJECT COST						
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
WATER PROJECTS										
W2		SHIPYARDS WATER SERVICE PHASE 1	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 693,820	\$ 693,820
W3		SHIPYARDS WATER SERVICE PHASE 2	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,288,280	\$ 1,288,280
W10		PINE GULLY WATER LINE IMPROVEMENTS	FUTURE BOND	\$ -	\$ -	\$ 1,223,500	\$ -	\$ -	\$ -	\$ 1,223,500
W12		REPSDORPH WATER TANK REHABILITATION	ENTERPRISE	\$ -	\$ -	\$ 780,313	\$ -	\$ -	\$ -	\$ 780,313
W23		STARBOARD ROAD WATER LINE	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ 31,947	\$ 245,747	\$ 277,694
W25		SEA CHANNEL DRIVE WATER LINE IMPROVEMENTS	IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 539,858	\$ 539,858
W26		SOUTH SH146 WATER LINE IMPROVEMENTS	IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 404,345	\$ 404,345
W27		EAST NASA PKWY WATER LINE IMPROVEMENTS	IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 761,843	\$ 761,843
W28		WILLOW DELL DRIVE WATER LINE IMPROVEMENTS	IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 410,355	\$ 410,355
W30		ISLANDER WAY WATER LINE IMPROVEMENTS	IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,850	\$ 223,850
W32		BAYBROOK	FUND 29	\$ -	\$ -	\$ 1,065,990	\$ -	\$ -	\$ -	\$ 1,065,990
W33		NASA WATER LINE BORE AT MUD BAYOU	HMGP & SB7 (FUND 28)	\$ -	\$ -	\$ 539,868	\$ 2,059,470	\$ -	\$ -	\$ 2,599,338
W34		RED BLUFF FROM TODVILLE TO BAYVIEW DR	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,151,876	\$ 2,151,876
W35		TODVILLE WATER LINE E MEYER TO RED BLUFF	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,330,788	\$ 1,330,788
W36		TODVILLE WATER LINE HAMMER TO E MEYER	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,188,719	\$ 1,188,719
W37		TODVILLE WATER LINE RED BLUFF TO BAYWOOD	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,341,559	\$ 1,341,559
TOTAL WATER PROJECTS				\$ 1,123,240	\$ -	\$ 3,609,670	\$ 2,059,470	\$ 31,947	\$ 10,581,040	\$ 17,405,367
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
WASTEWATER PROJECTS										
WW2		SHIPYARDS SEWER SERVICE PHASE 1	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,460,763	\$ 1,460,763
WW3		SHIPYARDS SEWER SERVICE PHASE 2	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 682,500	\$ 682,500
WW7		RED BLUFF ROAD SANITARY SEWER EXTENSION	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 640,800	\$ 640,800
WW14		LIFT STATION NO. 5 FORCE MAIN IMPROVEMENTS	IMPACT OR SB7	\$ 145,100	\$ 504,200	\$ -	\$ -	\$ -	\$ -	\$ 649,300
WW18		EDC WASTEWATERLINE STARBOARD	DEVELOPER CONTRIBUTIONS	\$ -	\$ -	\$ -	\$ -	\$ 79,108	\$ 608,520	\$ 687,628
WW19		MAIN STREET TREATMENT PLANT DEMOLISH	FUND 29	\$ -	\$ 1,320,000	\$ -	\$ -	\$ -	\$ -	\$ 1,320,000
WW20		LAKESIDE DRIVE SANITARY SEWER RELOCATION	DEVELOPER CONTRIBUTIONS	\$ -	\$ 290,160	\$ -	\$ -	\$ -	\$ -	\$ 290,160
WW21		PINE GULLY LS FORCEMAIN BORE	IMPACT FEES	\$ 36,500	\$ 160,600	\$ -	\$ -	\$ -	\$ -	\$ 197,100
WW22		PINE GULLY LS RELOCATION	FUND 29	\$ -	\$ -	\$ 1,397,250	\$ -	\$ -	\$ -	\$ 1,397,250
TOTAL WASTEWATER PROJECTS				\$ 181,600	\$ 2,274,960	\$ 1,397,250	\$ -	\$ 79,108	\$ 3,392,583	\$ 7,325,500
				TOTAL COST						
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
DRAINAGE PROJECTS										
D1		TODVILLE ROAD BRIDGE	HARRIS CO	\$ -	\$ -	\$ -	\$ 3,339,300	\$ -	\$ -	\$ 3,339,300
D5		BAYBROOK SECTION 1 - DRAINAGE IMPROVEMENTS	FUND 36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,188,024	\$ 1,188,024
D6		LOWER PINE GULLY DRAINAGE IMPROVEMENTS	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,792,493	\$ 2,792,493
D8		SURF OAKS DRIVE	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 345,800	\$ 345,800
D10		BAYWOOD BRIDGE IMPROVEMENTS	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 820,500	\$ 820,500
D13		MIRAMAR SUBDIVISION STREET AND STORM IMPROVEMENTS	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ 7,300,759	\$ -	\$ 7,300,759
D19		OUTFALL REPLACEMENT PHASE 1	FUND 36	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000
TOTAL DRAINAGE PROJECTS				\$ -	\$ 550,000	\$ -	\$ 3,339,300	\$ 7,300,759	\$ 5,146,817	\$ 16,336,876
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
STREET PROJECTS										
S8		SEASCAPE II STREET IMPROVEMENTS	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,523,087	\$ 5,523,087
S9		BAYBROOK SECTION III STREET IMPROVEMENTS	FUTURE BONDS AND FUND 28 GEN	\$ -	\$ -	\$ -	\$ -	\$ 4,875,786	\$ -	\$ 4,875,786
S17		ENHANCE AND RECONFIGURE MAIN STREET	EDC & POTENTIAL GRANT	\$ -	\$ -	\$ 512,594	\$ 2,110,101	\$ -	\$ -	\$ 2,622,695
S18		ENHANCE PEDISTRIAN CONNECTIVITY IN OLD SEABROOK	EDC	\$ -	\$ -	\$ 312,594	\$ -	\$ -	\$ -	\$ 312,594
S20		HARDESTY - PRELIMINARY ENGINEERING & DESIGN	EDC	\$ -	\$ -	\$ 28,531	\$ -	\$ -	\$ -	\$ 28,531
S21		HARDESTY - DESIGN	EDC	\$ -	\$ -	\$ -	\$ 73,628	\$ -	\$ -	\$ 73,628
S22		HARDESTY - EASEMENT ACQUISITION & CONSTRUCTION	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ 496,986	\$ -	\$ 496,986
S24		STARBOARD ROAD (RED BLUFF EXTENSION)	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,744,093	\$ 2,744,093
S26		EAST MEYER PROJECT	FUND 35	\$ 554,630	\$ 2,832,576	\$ -	\$ -	\$ -	\$ -	\$ 3,387,207
S27		NORTH MEYER PROJECT	FUND 35 and Harris	\$ -	\$ 8,000,070	\$ -	\$ -	\$ -	\$ -	\$ 8,000,070
S28		STREET SIGN UPGRADES ARTERIAL STREETS	TBD	\$ -	\$ -	\$ 145,870	\$ -	\$ -	\$ -	\$ 145,870
S29		LYMAN STREET RECONSTRUCTION	FUND 35	\$ -	\$ 320,046	\$ -	\$ -	\$ -	\$ -	\$ 320,046
S30		3RD STREET RECONSTRUCTION	FUND 35	\$ -	\$ -	\$ 4,382,353	\$ -	\$ -	\$ -	\$ 4,382,353
S31		MOSKOWITZ ROAD AND AVE RECONSTRUCTION	FUND 35	\$ -	\$ -	\$ 1,449,492	\$ -	\$ -	\$ -	\$ 1,449,492
S32		BRYAN AVENUE RECONSTRUCTION	FUND 35	\$ -	\$ -	\$ 2,530,173	\$ -	\$ -	\$ -	\$ 2,530,173
S33		1ST STREET RECONSTRUCTION	FUND 35	\$ -	\$ -	\$ -	\$ 3,993,100	\$ -	\$ -	\$ 3,993,100
S34		RURAL STREETS PREVENTATIVE MAINTENANCE	FUND 35	\$ -	\$ 195,147	\$ -	\$ -	\$ -	\$ -	\$ 195,147
S35		SURF OAKS DRIVE	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,930,053	\$ 1,930,053

TOTAL STREET PROJECTS				\$ 554,630	\$ 11,347,839	\$ 9,361,606	\$ 6,176,829	\$ 5,372,772	\$ 10,197,233	\$ 43,010,910
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
FACILITY PROJECTS										
FAC16		DASH PUMPER TRUCK	FUTURE BONDS	\$ -	\$ -	\$ -	\$ 1,400,000	\$ -	\$ -	\$ 1,400,000
FAC17		AERIAL PLATFORM LADDER TRUCK	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,537,174	\$ 1,537,174
FAC18		PUMPER TRUCK	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,041,784	\$ 1,041,784
FAC19		PUMPER FIRE TRUCK	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,202,432	\$ 1,202,432
FAC20		GATEWAY AND DIRECTIONAL SIGNAGE PROJECT	EDC	\$ -	\$ 1,155,000	\$ -	\$ -	\$ -	\$ -	\$ 1,155,000
FAC24		COMMUNITY HOUSE GENERATOR	HMGP	\$ -	\$ 179,710	\$ -	\$ -	\$ -	\$ -	\$ 179,710
FAC25		EMS & EOC BUILDING	FUND 33 & 28	\$ 264,000	\$ 2,782,619	\$ -	\$ -	\$ -	\$ -	\$ 3,046,619
FAC27		PUBLIC SAFETY FACILITY	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,705,123	\$ 16,705,123
FAC35		FIRE TRAINING TOWER	FUND 33	\$ 30,000	\$ 526,414	\$ -	\$ -	\$ -	\$ -	\$ 556,414
FAC37		COMMUNITY HOUSE REMODEL	GENERAL FUND	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
FAC38		POLICE DEPARTMENT RENOVATIONS	GENERAL FUND	\$ -	\$ 464,319	\$ -	\$ -	\$ -	\$ -	\$ 464,319
FAC39		CITY HALL RENOVATIONS	GENERAL FUND	\$ -	\$ 219,173	\$ -	\$ -	\$ -	\$ -	\$ 219,173
TOTAL FACILITY PROJECTS				\$ 294,000	\$ 5,477,234	\$ -	\$ 1,400,000	\$ -	\$ 20,486,513	\$ 27,657,747
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
PARKS PROJECTS										
P9		RED BLUFF/TAYLOR LAKE KAYAK LAUNCH	TPWG	\$ -	\$ -	\$ -	\$ -	\$ 1,088,059	\$ -	\$ 1,088,059
P12		WILDLIFE PARK TRAILHEAD IMPROVEMENTS	PORT FUND & GEN FUND	\$ -	\$ 28,664	\$ -	\$ -	\$ -	\$ -	\$ 28,664
P14		OLD REPSDORPH CONCRETE TRAIL	HARRIS COUNTY GRANT	\$ -	\$ -	\$ -	\$ -	\$ 330,000	\$ -	\$ 330,000
P19		CAROTHERS COMMUNITY GARDEN PHASE 2 ORCHARDS	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
P20		CAROTHERS GARDEN EAST TRACT TRAIL SYSTEM	FUND 41	\$ -	\$ 287,913	\$ -	\$ -	\$ -	\$ -	\$ 287,913
P22		CAROTHERS LEARNING CENTER	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ 137,500	\$ 550,000	\$ -	\$ 687,500
P23		CAROTHERS WEST TRACT TRAIL LOOP	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
P24		PELICAN BAY MUNICIPAL POOL FACILITY	FUND 34	\$ 19,200	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	\$ 4,519,200
P25		PUMP TRACK COURSE	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 287,500	\$ 287,500
P26		ENHANCE BAYSIDE PARK	PORT FUND	\$ 83,000	\$ 2,833,969	\$ -	\$ -	\$ -	\$ -	\$ 2,916,969
P27	333	PINE GULLY PIER	FUND 28 TBD	\$ 188,400	\$ 2,250,238	\$ -	\$ -	\$ -	\$ -	\$ 2,438,638
P35		HESTER PARK PEDESTRIAN BRIDGE	PORT FUND	\$ -	\$ 168,280	\$ -	\$ -	\$ -	\$ -	\$ 168,280
P41		FRIENDSHIP PARK SHADE STRUCTURE	PORT FUND	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
P45		ROBINSON PARKING	PORT FUND	\$ -	\$ 53,972	\$ -	\$ -	\$ -	\$ -	\$ 53,972
P46		SKATEBOARD PARK	TBD	\$ -	\$ -	\$ 1,935,000	\$ -	\$ -	\$ -	\$ 1,935,000
P47		CAROTHER'S COASTAL GARDEN SHORELINE ENHANCEMENT	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,130,000	\$ 2,130,000
TOTAL PARK PROJECTS				\$ 290,600	\$ 10,123,037	\$ 1,935,000	\$ 162,500	\$ 2,088,059	\$ 2,417,500	\$ 17,016,696
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
IT PROJECTS										
IT2		STORAGE NETWORK AREA	GENERAL FUND	\$ -	\$ -	\$ -	\$ -	\$ 62,500	\$ -	\$ 62,500
IT3		VIRTUAL SERVER HOST	GENERAL FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT7		WINDOWS SERVER OPERATING SYSTEM UPGRADE	GENERAL FUND	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
IT9		NETWORK SWITCHES (ALL BUILDINGS)	GENERAL FUND	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ 55,000
IT10		SERVER	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,000	\$ 66,000
IT11		PD SERVER	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,500	\$ 16,500
TOTAL IT PROJECTS				\$ -	\$ -	\$ 55,000	\$ 25,000	\$ 62,500	\$ 82,500	\$ 225,000
CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY26	FY27	FY28	FY29	FY30+	
SW2		MAIN STREET TO OSV SUBDIVISION SIDEWALK	FUND 28	\$ -	\$ -	\$ -	\$ -	\$ 159,196	\$ -	\$ 159,196
SW8		SIDEWALK PLAN	GENERAL FUND	\$ -	\$ 25,129	\$ -	\$ -	\$ -	\$ -	\$ 25,129
TOTAL SIDEWALK PROJECTS				\$ -	\$ 25,129	\$ -	\$ -	\$ 159,196	\$ -	\$ 184,325
TOTAL COST PER YEAR				\$ 2,444,070	\$ 29,798,199	\$ 16,358,526	\$ 13,163,099	\$ 15,094,341	\$ 52,304,184	\$ 129,162,419

PROPOSED CAPITAL IMPROVEMENT PROJECTS

Project Title: WILDLIFE PARK TRAILHEAD IMPROVEMENTS
Project Location/Limits: WILDLIFE PARK
CIP Number: P12
Facility Type:

Project Description and Justification

Project will improve the access and parking capability of the park.



Project Cost Estimates:

Project Cost	Prior Funding	COST BY FISCAL YEAR					TOTAL
		FY26	FY27	FY28	FY29	FY30+	
Engineering/Planning						\$ -	\$ -
Land/Easements Acq.							\$ -
Construction		\$ 28,664				\$ -	\$ 28,664
Total Cost	\$ -	\$ 28,664	\$ -	\$ -	\$ -	\$ -	\$ 28,664

Funding Source	Prior Funding	FUNDING SOURCES BY FISCAL YEAR					TOTAL
		FY26	FY27	FY28	FY29	FY30+	
General Fund -Cash							\$ -
Certificates of Obligation							\$ -
Prior Certificates of Obligation							\$ -
General Obligation Bonds							\$ -
Prior Bonds							\$ -
Future Bonds							\$ -
SEDC 4B Funds							\$ -
Water/Sewer Revenue Bonds							\$ -
Enterprise Utility Fund - Cash							\$ -
Impact Fees							\$ -
Developer Contribution							\$ -
Potential Grant							\$ -
Fun 28 Gen CIP		\$ 18,664					\$ 18,664
TBD							
Other: _Donation_ (Fund/Agency)		\$ 10,000			\$ -	\$ -	\$ 10,000
Park Impact Fees							
Total Funding	\$ -	\$ 28,664	\$ -	\$ -	\$ -	\$ -	\$ 28,664

Opinion of Probable Construction Cost Estimate

Description	Quantity	Unit	Unit Price	Total Cost
Burton Pavilion w/ Concrete Pad	1	Ea	\$ 20,264.00	\$ 20,264.00
Concrete Pad and ADA Ramp			\$ 8,400.00	\$ 8,400.00
Picnic Tables w/seating	2	EA		\$ -
Wood Entry Fence	1	EA		\$ -
Bollards	1	EA		\$ -
Burton Plaque	1	EA		\$ -
Landscaping Plants	10	EA		\$ -
				\$ -
				\$ -
				\$ -
Project Contingencies (0%)				
Construction Total				\$ 28,664

PROPOSED CAPITAL IMPROVEMENT PROJECTS

Project Title: WILDLIFE PARK TRAILHEAD IMPROVEMENTS (OPTION TO ADD TRAILHEAD ENHANCEMENT)
Project Location/Limits: WILDLIFE PARK
CIP Number: P12
Facility Type:

Project Description and Justification

The Wildlife Park Enhancement Project will improve accessibility, safety, and visitor amenities through the construction of a new picnic shelter over an existing concrete pad with an ADA-compliant access ramp, installation of new picnic tables meeting current City standards, enhanced gateway and entry features, upgraded landscaping, and protective bollards to prevent vehicular encroachment into pedestrian and picnic areas. These improvements will create a more welcoming, functional, and accessible park environment while enhancing the overall appearance and user experience for residents and visitors.



Project Cost Estimates:

Project Cost	Prior Funding	COST BY FISCAL YEAR					TOTAL
		FY26	FY27	FY28	FY29	FY30+	
Engineering/Planning						\$ -	\$ -
Land/Easements Acq.						\$ -	\$ -
Construction		\$ 41,194				\$ -	\$ 41,194
Total Cost	\$ -	\$ 41,194	\$ -	\$ -	\$ -	\$ -	\$ 41,194

Funding Source	Prior Funding	FUNDING SOURCES BY FISCAL YEAR					TOTAL
		FY26	FY27	FY28	FY29	FY30+	
General Fund -Cash						\$ -	\$ -
Certificates of Obligation						\$ -	\$ -
Prior Certificates of Obligation						\$ -	\$ -
General Obligation Bonds						\$ -	\$ -
Prior Bonds						\$ -	\$ -
Future Bonds						\$ -	\$ -
SEDC 4B Funds						\$ -	\$ -
Water/Sewer Revenue Bonds						\$ -	\$ -
Enterprise Utility Fund - Cash						\$ -	\$ -
Impact Fees						\$ -	\$ -
Developer Contribution						\$ -	\$ -
Potential Grant						\$ -	\$ -
Fun 28 Gen CIP		\$ 31,194				\$ -	\$ 31,194
TBD							
Other: _Donation_ (Fund/Agency)		\$ 10,000			\$ -	\$ -	\$ 10,000
Park Impact Fees							
Total Funding	\$ -	\$ 41,194	\$ -	\$ -	\$ -	\$ -	\$ 41,194

Opinion of Probable Construction Cost Estimate

Description	Quantity	Unit	Unit Price	Total Cost
Burton Pavilion w/ Concrete Pad	1	Ea	\$ 20,264.00	\$ 20,264.00
Concrete Pad and ADA Ramp			\$ 8,400.00	\$ 8,400.00
Picnic Tables w/seating	2	EA	\$ 3,000.00	\$ 6,000.00
Wood Entry Fence	1	EA	\$ 3,980.00	\$ 3,980.00
Bollards	1	EA	\$ 1,500.00	\$ 1,500.00
Burton Plaque	1	EA	\$ 400.00	\$ 400.00
Landscaping Plants	10	EA	\$ 65.00	\$ 650.00
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Project Contingencies (0%)				
Construction Total				\$ 41,194

PROPOSED CAPITAL IMPROVEMENT PROJECTS

Project Title: PINE GULLY PIER
Project Location/Limits:
CIP Number: P27
Facility Type:

Project Description and Justification

The Pine Gully Fishing Pier Reconstruction Project will replace the fishing pier that was completely destroyed during the 2021 storm event. The project includes the removal of damaged pier structures, while retaining select pilings approved by City Council for wildlife habitat benefits where they do not conflict with the new construction. All remaining damaged pilings and debris will be removed, and a new resilient pier will be constructed with increased deck elevations and flow-through decking designed to better withstand wave action, storm surge, and coastal conditions. These improvements will enhance long-term sustainability, reduce future storm impacts, and restore a valuable recreational asset for residents and visitors.

Project Cost Estimates:

		COST BY FISCAL YEAR						
Project Cost	Prior Funding	FY26	FY27	FY28	FY29	FY30+	TOTAL	
Engineering/Planning	\$ 188,400		\$ -				\$ 188,400.00	
Land/Easements Acq.							\$ -	
Construction		\$ 2,250,238					\$ 2,250,238	
Total Cost	\$ 188,400	\$ 2,250,238	\$ -	\$ -	\$ -	\$ -	\$ 2,438,638	
FUNDING SOURCES BY FISCAL YEAR								
Funding Source	Prior Funding	FY26	FY27	FY28	FY29	FY30+	TOTAL	
General Fund -Cash							\$ -	
Certificates of Obligation							\$ -	
Prior Certificates of Obligation							\$ -	
General Obligation Bonds							\$ -	
Prior Bonds							\$ -	
Future Bonds							\$ -	
SEDC 4B Funds							\$ -	
Water/Sewer Revenue Bonds							\$ -	
Enterprise Utility Fund - Cash							\$ -	
Impact Fees							\$ -	
Developer Contribution							\$ -	
Potential Grant - County		\$ 500,000	\$ -				\$ 500,000	
Fun 28 Gen CIP	\$ 188,400	\$ 1,200,000					\$ 1,388,400	
TBD						\$ -	\$ -	
Port Fund		\$ 631,890					\$ 631,890	
Park Impact Fees								
Total Funding	\$ 188,400	\$ 2,331,890	\$ -	\$ -	\$ -	\$ -	\$ 2,520,290	

Opinion of Probable Construction Cost Estimate

Description	Quantity	Unit	Unit Price	Total Cost
Pier Rebuild	1	1	\$ 2,045,671.26	\$ 2,045,671.26
				\$ -
				\$ -
				\$ -
				\$ -
			Project Contingencies (10%)	\$ 204,567.13
			Construction Total	\$ 2,250,238.39



Agenda Briefing

Date of Meeting: June 16, 2026

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

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				1	2	3	4
14	8	9	10	11	12	13	5	6	7	8	9	10	11
21	15	16	17	18	19	20	12	13	14	15	16	17	18
28	22	23	24	25	26	27	19	20	21	22	23	24	25
	29	30					26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1	2	3	4	5	6
	Runoff Election (Council Chambers) - Rachel Lewis					
	Runoff Election (Conference Room Downstairs) - Rachel Lewis					
	7:00am Brian program message boards 1st 9:00am Ensure Received Publication Affidavits	2:00pm Staff Meeting (Conference Room) 3:00pm 2026 EOC Staff Meeting [In-person]				
7	8	9	10	11	12	13
	Runoff Election (Council Chambers) - Rachel Lewis					
	Runoff Election (Conference Room Downstairs) - Rachel Lewis					
	8:30am Agenda Conference Call (Microsoft Teams Meeting) - Rachel	5:00pm Ballot Box Unlocking for Early Voting (Council Chambers) - Rachel		1:00pm Mid-year User Group: What's Happening at JustFOIA? - JustFOIA	10:00am TCCFUI Meeting (Microsoft Teams Meeting) - David Johnson	7:00pm Ballot Box Unlocking for Election Day (Council Chambers) - Rachel
14	15	16	17	18	19	20
	7:00am Set up Council Chambers for court (City Council Chambers) - Natalie Stephens	2:00pm Staff Meeting (Conference Room Upstairs) - Gayle Cook 6:00pm Council Meeting - Amanda Morales				
21	22	23	24	25	26	27
	11:00am Quarterly audit of minutes for all boards and commissions	8:00am Leadership Training (Public Works Training Room) - Crissy Naranjo			9:00am HOLD - STRATEGIC PLANNING SESSION WITH CITY COUNCIL (POLLING PHASE) (tbd) - Gayle Cook	
28	29	30	Jul 1	2	3	4
		10:00am City of Seabrook + Local Policy Lab 2:00pm Staff Meeting (Conference Room Upstairs) - Gayle				

July 2026

July 2026							August 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	15	16	17	18	16	17	18	19	20	21	22
26	27	28	22	23	24	25	23	24	25	26	27	28	29
			29	30	31		30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 28	29	30	Jul 1 9:00am Ensure Received Publication Affidavits From Last Month	2	3	4
5	6	7	8	9	10	11
12	13	14 2:00pm Staff Meeting (Conference Room Upstairs) - Gayle Cook	15	16	17 10:00am TCCFUI Meeting (Microsoft Teams Meeting) - David Johnson	18
19	20	21 6:00pm Council Meeting - Amanda Morales	22	23 2:00pm EI-ISAC Quarterly Call - 07.23.26 (https://events.zoom.us/j/AnYe-0V5Xh8-1NCqWN35WHqZ-d60)	24	25
26	27	28 2:00pm Staff Meeting (Conference Room Upstairs) - Gayle Cook	29	30	31	Aug 1