

**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 18, 2014 - 7:00 PM**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY MARCH 18, 2014 AT 7:00 PM** IN THE SEABROOK CITY HALL COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TX 77586, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5600 OR FAX (281) 291-5710 FOR FURTHER INFORMATION.

PLEDGE OF ALLEGIANCE

1.0 PRESENTATIONS

- 1.1 Seabrook Police Department Badge Presentation for Officer Jason Young. (Holomon)

2.0 PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time we would like to listen to any member of the audience on any subject matter, whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker. In accordance with the Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please come to the podium and state your name and address clearly into the microphone before making your comments. Thank you.

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

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

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

 ATTACHMENT 1

- 3.1 Approve the February 2014 Public Safety Report. (Holomon)

 ATTACHMENT 2

- 3.2 Approve February 2014 Building report. (Landis)

 ATTACHMENT 3

- 3.3 Approve special events permit and temporary signs for Keels & Wheels annual Classic Automobile and Vintage Boat Show at Lakewood Yacht Club to be held May 3-4, 2014. (Applicant)

 ATTACHMENT 4

- 3.4 Approve the minutes of the March 4, 2014 regular City Council meeting. (Glaser)

 ATTACHMENT 5

- 3.5 Approve second and final reading of proposed Ordinance No. 2014-07, "Amendment to the Regulation of itinerant Vendors." (Council)

AN ORDINANCE AMENDING ORDINANCE NO. 2013-25 AND THE SEABROOK CITY CODE, CHAPTER 22, "BUSINESSES," ARTICLE III. "PEDDLERS, ITINERANT VENDORS, HAWKERS, SOLICITORS AND CANVASSERS", SECTION 22-82, "ITINERANT VENDORS ON PRIVATE PROPERTY" TO ALLOW NON-PROFIT YOUTH ORGANIZATIONS TO BE EXEMPTED FROM THE REQUIREMENT TO OBTAIN AN ITINERANT VENDORS PERMIT; PROVIDING A PENALTY IN AN AMOUNT OF \$500.00 OR THE MAXIMUM AMOUNT PROVIDED BY LAW FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR NOTICE.

 ATTACHMENT 6

- 3.6 Approve the reappointment of Carl Kuehnle to the Ethics Review Commission for a two-year term which will expire October 31, 2015. (Glaser)

END OF CONSENT AGENDA

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

 ATTACHMENT 7

- 4.1 Review and allocation of funds for events funded with Hotel Occupancy Tax for FY 2014/15. (Dearman)

 ATTACHMENT 8

- 4.2 Accept the City Secretary's certification that all candidates are unopposed for the General Municipal Election scheduled to be held on May 10, 2014 **and** consider approval of first and final reading of proposed Ordinance No. 2014-08,

"Cancellation of the May 10, 2014 Election. " (Glaser)

AN ORDINANCE CANCELLING THE SEABROOK GENERAL MUNICIPAL ELECTION SCHEDULED TO BE HELD ON MAY 10, 2014 IN ACCORDANCE WITH SECTION 2.053(A) OF THE TEXAS ELECTION CODE AS ALL CANDIDATES ARE UNOPPOSED.

 ATTACHMENT 9

- 4.3 Consider approval of first and final reading of proposed Ordinance No. 2014-09, "Amending the FY 2012/13 Budget." (Lab)

AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2012 AND ENDING ON SEPTEMBER 30, 2013 FOR THE CITY OF SEABROOK.

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

 ATTACHMENT 10

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

 ATTACHMENT 11

- 5.2 Establish future meeting dates and agenda items including possible rescheduling of May Council meetings. (Council)

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

CERTIFICATE

I certify that this notice was posted on the bulletin board on or before Friday, March 14, 2014 and that this notice will remain posted until the meeting has ended.

Michele L. Glaser, TRMC
City Secretary



*CITY
OF
SEABROOK*

Date of Meeting: March 18, 2014

Submitter/Requestor: Chief Nona Holomon

Date Submitted: Mar 10, 2014

Presenter: Captain Sean Wright

Description/Subject: Public Safety Activity Report for February 2014

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

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

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

Attachments: Copy of reports (charts and graphs)

Fiscal Impact: Budgeted ☐ Yes ☒ No

Funding Comments: N/A

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

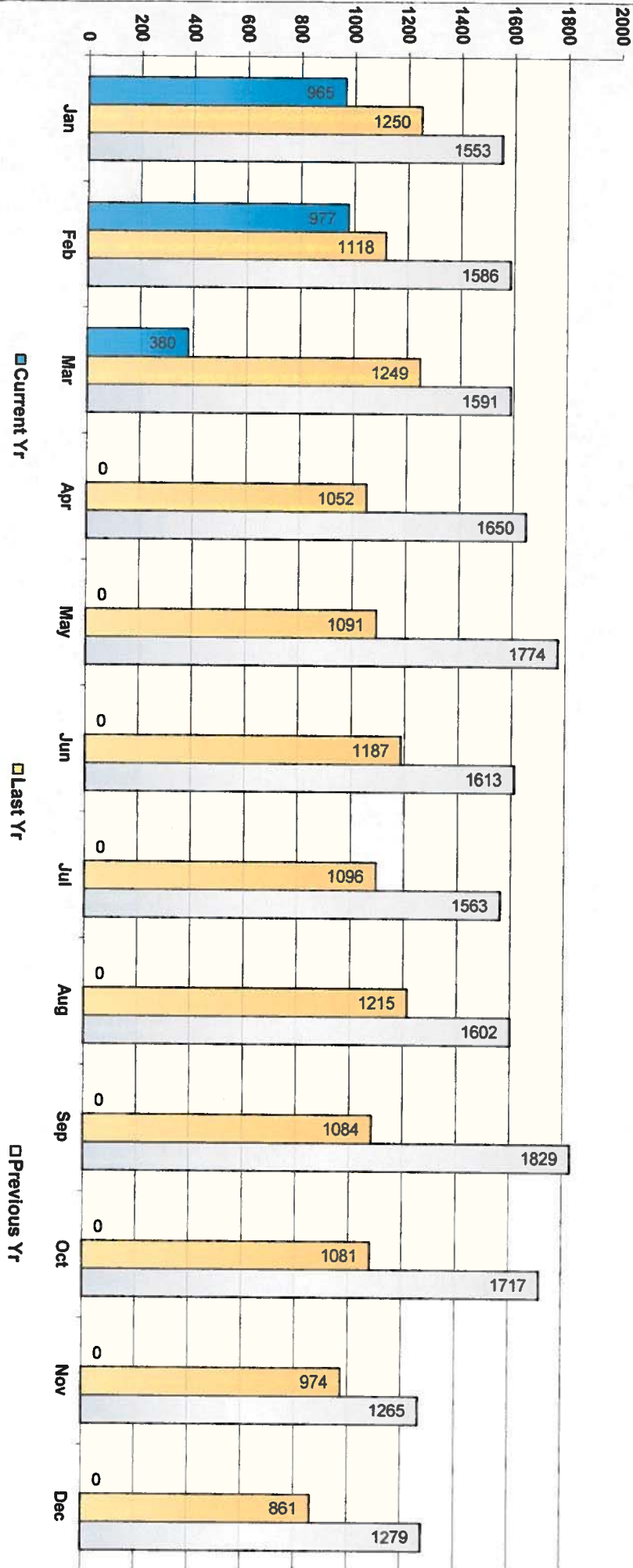
Suggested Motion: Motion to accept report.

Sent to City Attorney for review

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

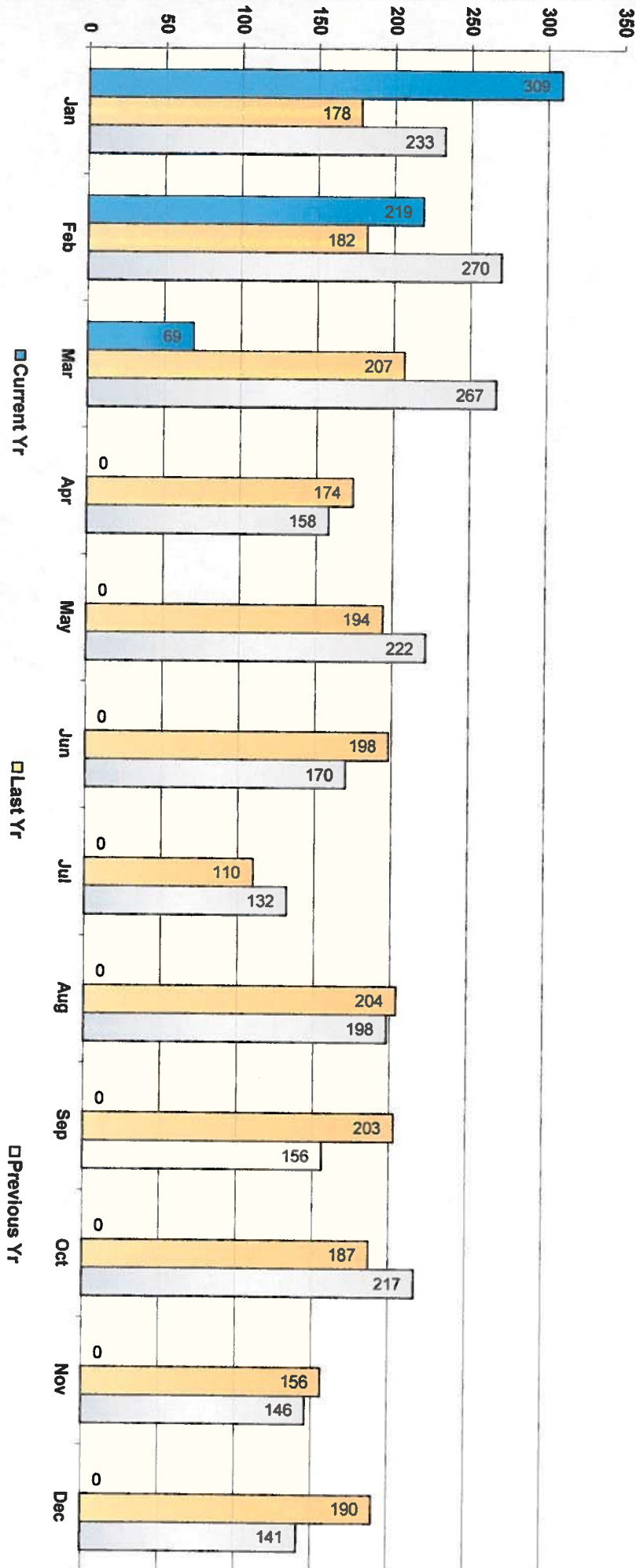
Received and accepted by the City Secretary/Assistant

Returned by the City Secretary/Assistant (If incomplete)

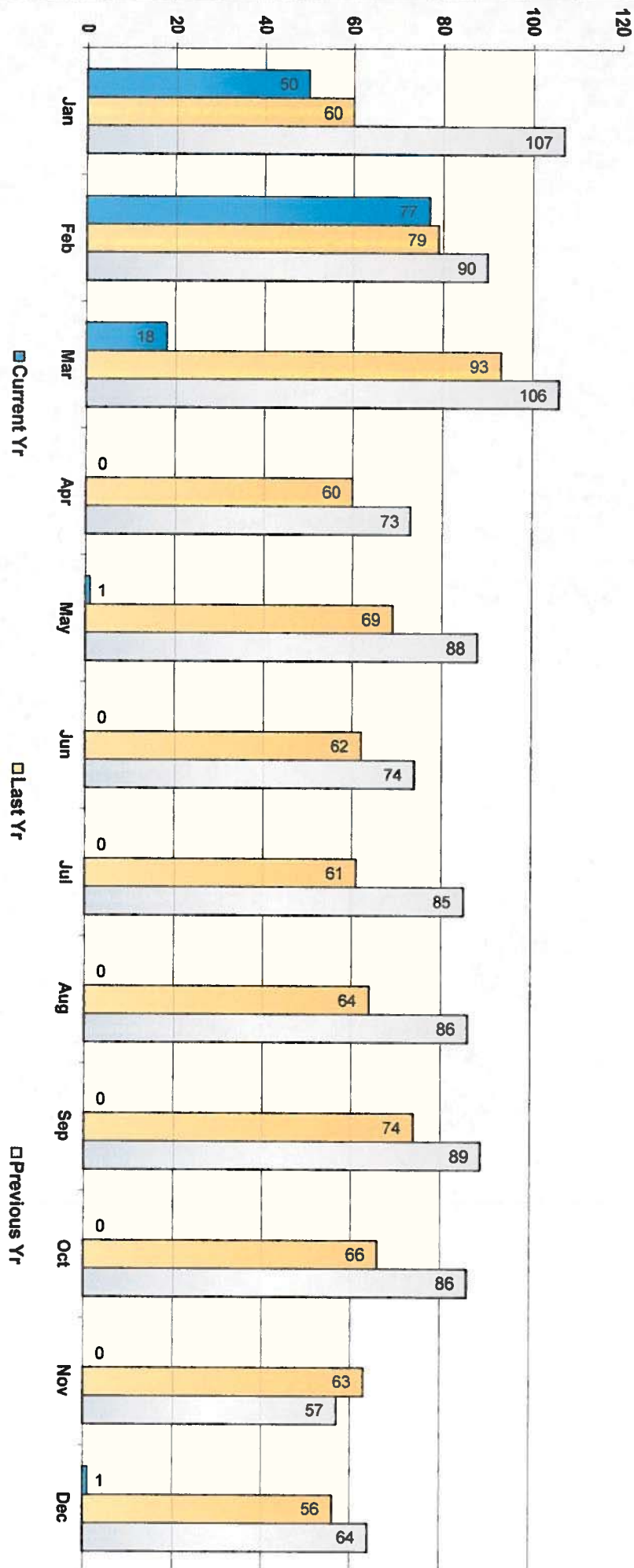


**Seabrook Police Department
Total Calls-For-Service
As Of March 10, 2014**

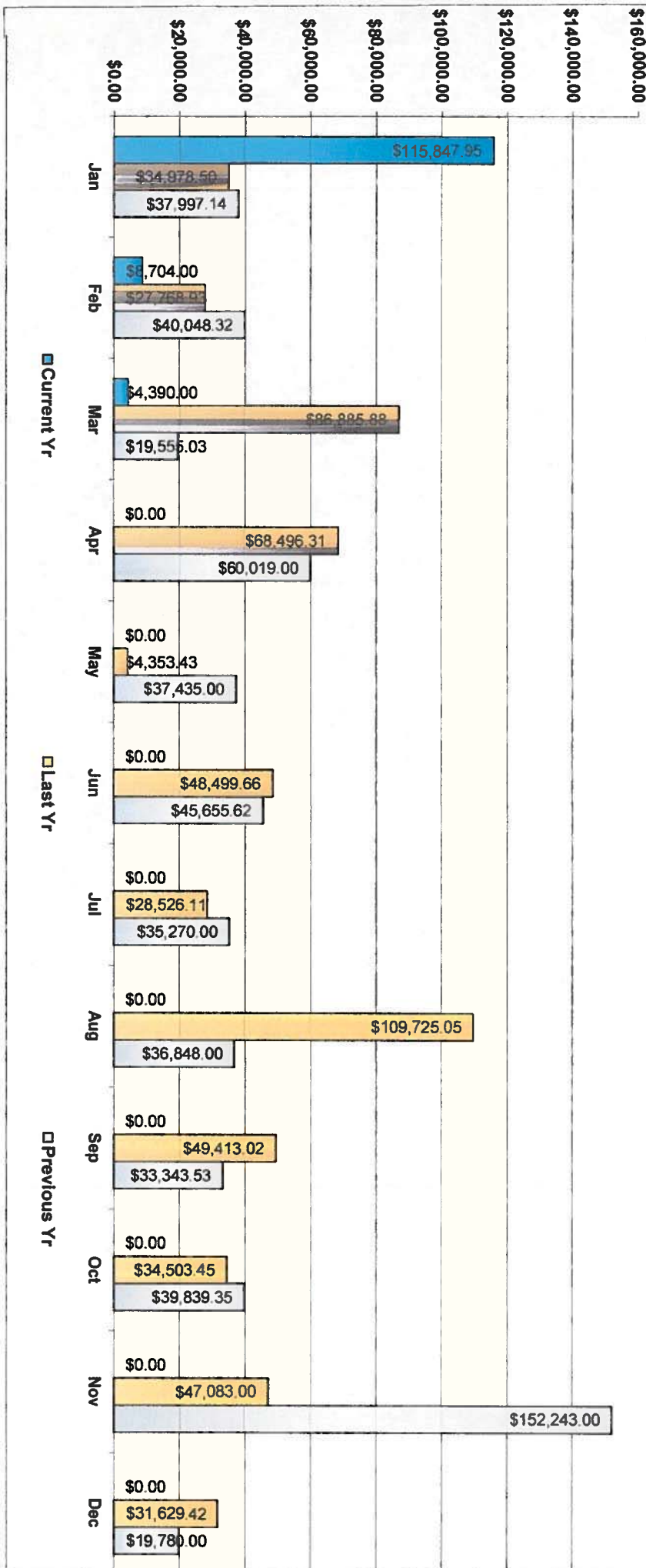
**Seabrook Police Department
Total Traffic Tickets
As Of March 10, 2014**



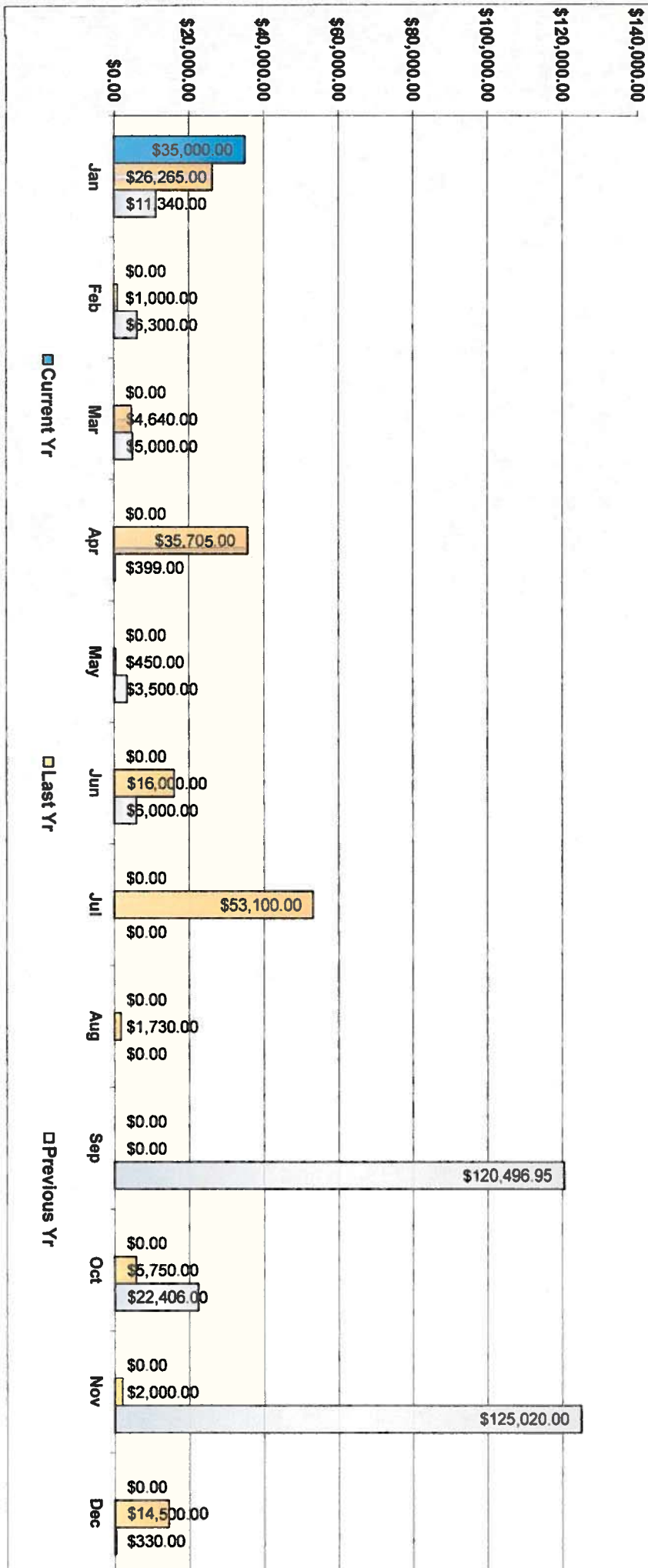
**Seabrook Police Department
Total Arrests
As Of March 10, 2014**



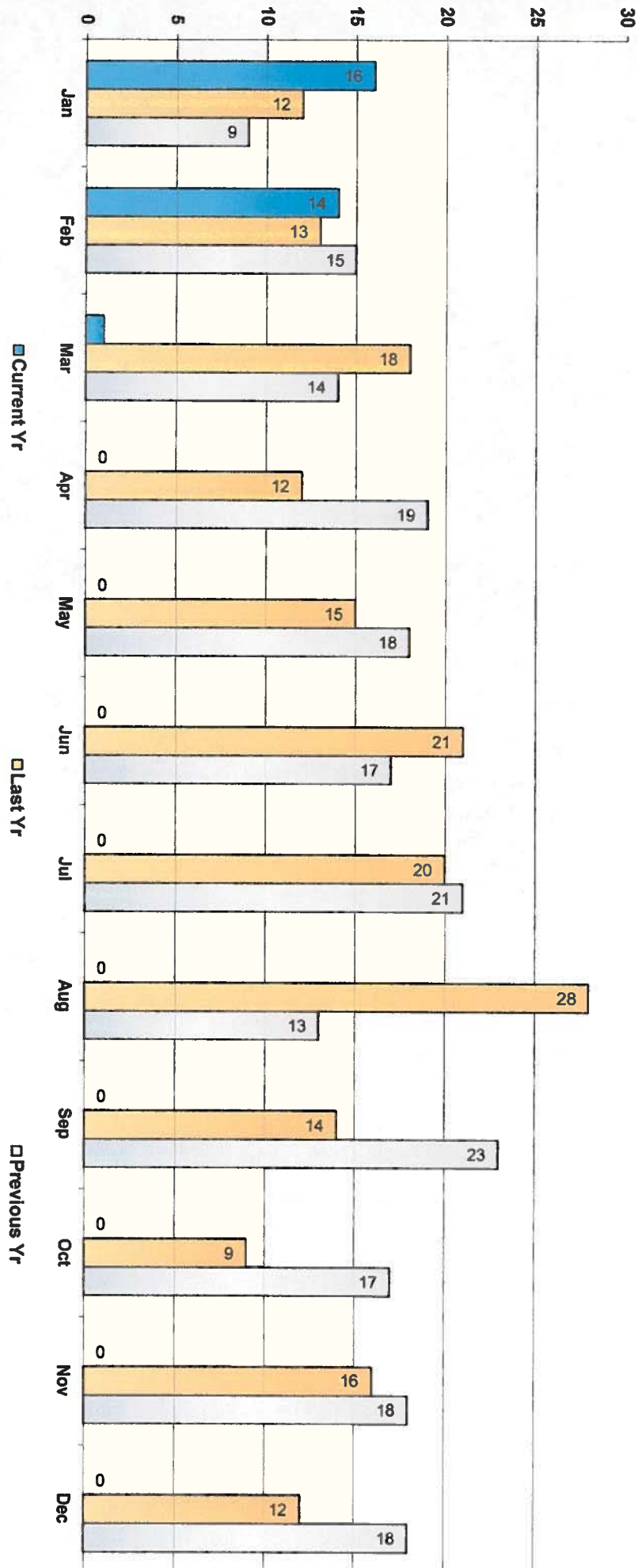
**Seabrook Police Department
Stolen Property Value
As Of March 10, 2014**



**Seabrook Police Department
Recovered Property Value
As Of March 10, 2014**



**Seabrook Police Department
ALL PART-I OFFENSES
As Of March 10, 2014**



**CITY OF SEABROOK TEXAS
MONTHLY HUMANE OFFICER REPORT
MONTH OF February 2014**

	THIS MONTH	THIS MONTH LAST YEAR	YEAR TO DATE	YEAR TO DATE LAST YEAR
Dogs and Cats Picked Up	10	13	59	87
Wildlife: Deceased & Alive	10	02	55	28
Animals Adopted Out	02	02	09	18
Animals Returned to Owners From Shelter	04	02	17	16
Animals Returned to Owners on the Street	00	08	06	34
Animals Destroyed	02	07	20	26
Rabid Animals Verified	00	00	00	00
Complaints Received by Residents	22	62	187	371
Revenue: Pound Fees & ID Tags	\$200.00	\$20.00	\$605.00	\$365.00
Animal Bites Reported	00	00	02	01
Citations Issued	00	10	20	26

Humane Officer D.MARSHALL

CLEMC REPORT

Seabrook Stats Report FEB14

	Dec-13	Jan-14	Feb-14	3 Month Total
Allergic Reaction	0	0	0	0
Assist by EMS	1	3	5	9
Attempted Suicide	2	3	1	6
Breathing problems	7	2	3	12
Choking	0	0	0	0
CPR	0	0	1	1
CVA	3	0	1	4
Death Investigation	0	0	0	0
Diabetic	0	2	0	2
Drowning	0	0	0	0
Heart problems/pain	4	4	5	13
Injured person	20	17	8	45
Motor Vehicle Incidents	0	7	10	17
Medical Alert Alarm	0	0	0	0
OB Baby Call	0	1	0	1
Overdose	1	1	4	6
Seizure	5	0	2	7
Sick Call	17	12	17	46
Trauma Gunshot/Stabbing	0	1	0	1
fire stand-by	0	0	0	0
Unconscious	6	0	0	6
Total	66	53	57	176

Response Time

4Min11Sec

4Min34Sec

4Min44Sec

Average Response Time
4Min30Sec

Last Year Same Time Period

	Dec-12	Jan-13	Feb-13	3 Month Total
Allergic Reaction	0	0	2	2
Assist by EMS	5	1	0	6
Attempted Suicide	3	2	1	6
Breathing problems	4	0	3	7
Choking	0	1	0	1
CPR	1	0	0	1
CVA	2	3	0	5
Death Investigation	0	0	0	0
Diabetic	3	3	1	7
Drowning	0	0	0	0
Heart problems/pain	8	7	12	27
Injured person	19	14	16	49
Major Accident	2	1	0	3
Medical Alert Alarm	1	1	1	3
OB Baby Call	0	0	1	1
Overdose	2	2	2	6
Seizure	2	3	2	7
Sick Call	10	12	19	41
Trauma Gunshot/Stabbing	0	0	0	0
fire stand-by	0	0	0	0
Unconscious	2	3	3	8
Total	64	53	63	180

Average Response Time

Response Time

4Min53Sec

45Min48Sec

45Min42Sec

4Min48Sec



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, MARCH 18, 2014

Submitter/Requestor: Sean Landis

Date Submitted: 3/10/2014 4:18:05 PM

Presenter: Sean Landis

Description/Subject:

Monthly Building Report for February

Purpose/Need: Administration Issue

Background/Issue(What prompted this need):

N/A

Impacted Parties(Expected/Notified): N/A

Miscellaneous Comments:

2 New Residential Permits were issued for the month of February totaling, \$525,405.
2 New Commercial Permits were issued for the month of February totaling, \$555,000.
2129 Seabrook Cr (Sports Sheds)

Attachments:

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

Building Report

Fire Inspections

**Fiscal
Impact:**

Budgeted

No

Finance Officer Review:

Budget Amendment Required

No

Future/Ongoing Impact

No

Budget Dept/Line Item Number

Funding Comments:

Where on the agenda should this item be placed?

Consent Agenda

Suggested Motion:

N/A

Agenda Language:

Approve February 2014 Building report. (Landis)

City Manager Review:

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

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

New Residential Buildings

#	Water Impact Fees	Sewer Impact Fees	#	Water Impact Fees	Sewer Impact Fees
October	3 \$ 3,444.00	3 \$ 2,172.00	April		
November	6 \$ 7,528.95	6 \$ 8,659.05	May		
December	1 \$ 1,788.56	1 \$ 4,039.05	June		
January	6 \$ 5,740.00	6 \$ 4,620.00	July		
February	3 \$ 3,444.00	3 \$ 2,790.00	August		
March			September		
			Y-T-D Total		
				Water Impact:	Sewer Impact
				\$21,945.12	\$22,860.10

Building Department Statistics FEBRUARY 2013

PERMIT TYPES	# ISSUED	VALUATION	FEES PAID
New Residential	3	\$617,411.87	\$3,505.50
Building Additions	5	\$93,614.00	\$682.50
New Commercial	0	\$0.00	\$0.00
Commercial Additions	2	\$27,000.00	\$292.50
New City	0	\$0.00	\$0.00
City Additions	0	\$0.00	\$0.00
Electrical	16	\$43,145.00	\$1,531.50
Fill	0	\$0.00	\$0.00
Irrigation	1	\$2,100.00	\$187.50
Mechanical	12	\$74,695.14	\$2,082.00
Plumbing	16	\$48,380.00	\$837.50
Sign	1	\$1,100.00	\$60.00
Demolition	0	\$0.00	\$0.00
Fire/Sprinkler	1	\$20,657.00	\$555.00
Miscellaneous	4	\$18,300.00	\$237.50
TOTALS	61	\$946,403.01	\$9,971.50

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}

BAYPORT2650 **Autozone #1491**
 2650 Bayport Blvd (SH 146)
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT3110 **Bay Area Body Shop**
 3110 Bayport Blvd (SH 146)
 PO Box 909
 Seabrook, TX 77586

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

BAYPORT1810 **Bay Texaco**
 1810 Bayport Blvd (SH 146)
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

WATERFRONT41 **Baybrook Fresh Seafood**
 416 Waterfront DR
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}**SEAB01** **C Brook Salon**
 1002 Meyer RD
 Seabrook, TX 77586

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

SB **CLEAR LAKE SPEED CENTER**
 2107 Seabrook CIR
 Seabrook, TX 77586

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

NASA2513 **Cabo**
 2513 Nasa Pkwy
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

VACA01 **Cell Wizard**
 1002 Meyer RD
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}**BAYPORT2014** **Cricket Wireless**
2014 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT2168 **Crown Trophy**
2168 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SB **FUN SHOP**
2114 Seabrook CIR
Seabrook, TX 77586

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

NASA2622#G1 **Galco Hearing Aids**
2622 Nasa Pkwy
Seabrook, TX 77586

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

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}NASA2900#200 Glass Mermaids
2900 NASA PKWY
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

ELMAR1905 Kroger
1905 El Mar LANE
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2622 #C NASA NAIL SPA
2622 NASA PKWY
Seabrook, TX 77586

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

BAYPORT1917 NEPTUNE SUBS
1917 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}**SBCIRCLE2113** **PSI AUTOMATION**
 2113 Seabrook CIR
 Seabrook, TX 77586

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

BAYPORT2910 **Pawn it All**
 2910 Bayport Blvd (SH 146)
 Seabrook, TX 77586

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

AFF001 **Pistons & Pinups**
 1002 Meyer RD
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/08/2013		200 INSPECTION - General	0.00	
02/15/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 2			0.00	

NASA2234 **Royal Meditteranean Food**
 2234 NASA PKWY
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/20/2013		821 CONSULTATION - Fire Alarm	0.00	
Total Activities for Occupancy: 1			0.00	

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}**SHIPYARD** Seabrook Marina
1900 Shipyard DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		820 CONSULTATION - Fire Protection	0.00	
Total Activities for Occupancy: 1			0.00	

LAKESIDE3300 Seabrook United Methodist Church
3300 Lakeside DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		222 INSPECTION - Sprinkler System	0.00	
02/01/2013		121 PLAN REVIEW - Fire Alarm	0.00	
02/01/2013		210 INSPECTION - Site	0.00	
02/04/2013		222 INSPECTION - Sprinkler System	0.00	
02/15/2013		222 INSPECTION - Sprinkler System	0.00	
Total Activities for Occupancy: 5			0.00	

NASA3134#B Sky High
3134 NASA PKWY
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

STEF01 Stefan & Maria Garza Foster Care
1305 S Heron DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}

STEF01 Stefan & Maria Garza Foster Care
 1305 S Heron DR
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
Total Activities for Occupancy: 1			0.00	

REPSDORPH240 Teakwood Apartments
 2401 REPSDORPH
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT1202 Tookies
 1202 Bayport Blvd (SH 146)
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

1717-C Vacant
 1717 2nd (Second) ST
 Seabrook, TX 77586

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

CHIL02 Vacant
 2215 Repsdorph
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
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SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}

02/21/2013	200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1		0.00	

LIVI01 Vacant
2900 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2622#A Vacant
2622 NASA PKWY
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3142A Vacant
3142 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/15/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

VACA11 Vacant
2109 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/08/2013		200 INSPECTION - General	0.00	

SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}VACA11 Vacant
2109 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
Total Activities for Occupancy: 1			0.00	

VACA12 Vacant
2111 Seabrook CIR
Seabrook, TX 77586

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

WATERFRONT10 Vacant Lot No Inspections Required
109 Waterfront DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2622#E Vacant Part of Floppy Pets No Insp
2622 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1			0.00	

SEABROOKCIR2 Waffle House
2102 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
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SVFD

Inspections by Occupancy

Date Completed Between {02/01/2013} And
{02/28/2013}

02/08/2013	200 INSPECTION - General	0.00	
Total Activities for Occupancy: 1		0.00	

BAYPORT1902 Walgreens
1902 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/21/2013		205 Re-Inspection	0.00	
Total Activities for Occupancy: 1			0.00	

SEABROOKCIR2 Weight Tech
2105 Seabrook CIR
Seabrook, TX 77586

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

NASA3128 Your Printing Now
3128 Nasa Pkwy
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
02/01/2013		200 INSPECTION - General	0.00	
02/15/2013		200 INSPECTION - General	0.00	
Total Activities for Occupancy: 2			0.00	

Grand Total Activities: 45

Grand Totals: 0.00 0.00

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

Date of Application: 3/6/14 Name of Applicant: Keels & Wheels Concours

Full Address of Applicant: PO Box 156 Seabrook, TX 77586

Day Time Phone [REDACTED] Night time phone ()

e-mail address: [REDACTED]

Name of Organization, Firm or Corporation on whose behalf this application is made:
LWC Concours Corp.

Address of Organization (if different from above): _____

City _____ State _____ Zip Code _____

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

Is the organization recognized as a non-profit organization for tax purposes? yes

Requested Date(s) and Times of the Event: May 3-4 2014

Location of the Event: Lakewood Yacht Club

Give a brief description of the event: Classic automobile & Vintage Boat Show

Estimated No. of Workers 350 Estimated No. of Attendees 15,000

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

How many parking spaces are you providing for the event? 2000

Will any portion of this event be held on city property? If so, where?
no

Will alcohol be served? no If so, you are required to pay an additional deposit if you wish to serve alcohol on city property. You must also contact the Texas Alcoholic Beverage Commission.

Will admission be charged for this event? yes

Do you want to display temporary signs or banners to advertise this event? yes

Special Events Application
Revised 03/11
Page 2

Number of signs for this event 30 Complete the sign permit application attached to the packet. Please note that signs may only be displayed on private property, with the property owners' permission and with a city permit. Signs are not permitted in any street rights-of-way.

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

Proposed Route (Attach Map): _____

Estimated number and kind of animals to be used: _____

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

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

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

Bryan Brand
Print name
Police Department Representative

3-11-14
Date Approved

[Signature]
Signature
Police Department Representative

Comments: _____

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

1. A completed application form including approval by the Seabrook Police Department.
2. Permit fee in the amount of \$ 50.00. (Non-profit organizations may substitute a letter of request to the City Council requesting a waiver of the permit fee.
3. If event is a parade a deposit fee of _____ is included. Deposits are not waived.
4. A certificate of insurance, naming the City of Seabrook as certificate holder. This insurance provides protection of not less than \$100,000 against liability for damages to property and protection of not less than \$100,000 for protection of injury to the death of one person and of not less than \$300,000 for protection against injury to death of two or

more persons in a single accident or occurrence. (A sample certificate of insurance is enclosed.)

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

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

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

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

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


Signature of Applicant

Robert C. Fuller
Printed Name of Applicant

3/6/14
Date Submitted

FOR OFFICE USE ONLY

Reviewed by City Secretary _____ Date _____

If applicable: Fire Marshal notified _____ Building Official Notified _____ City Mgr _____

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

The following conditions are placed upon this event: _____

Sign Permit **CITY OF SEABROOK**

Applicant to complete all numbered spaces. Incomplete applications will not be processed.

Site Address

1 2511 NASA PKWY #104 77586

713-521-0105

Sign Owner

Mail Address

Zip

Phone

2

Contractor/ Installer

Mail Address

Zip

Phone

3 Robert Fuller

Type of Sign

4 Bandit

Describe purpose of sign (ie. election, special event, etc.)

* 5 ~~R~~ Parking directions

Project Value

Approved by

Issuance of this permit all allows for on-site inspections during the time of construction until the time of the final inspection.

DESCRIPTION OF SIGN		TYPE OF LIGHTING	
Total Height		Internal Diffused	☐
Total square feet of faces of one face:		Indirect	☐
Total square feet of all faces:		Neon	☐
Minimum clearance beneath sign:		Directly Lighted	☐
TYPE OF SIGN (please check all that apply)		MATERIALS	
Freestanding	☒	Foundation:	☐
Roof mounted	☐	Sign Board:	☐
Building mounted	☐	Support Structure:	☐
Shopping Center ID sign	☐	Face Material	☐
Permanent	☐	*Signs in right-of-ways and easements are prohibited and will be removed at the owner's expense*	
Temporary	☐		
Conventional	☐		
Spectacular	☐		

* Please attach drawings of sign specifications for permanent signs *

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of this permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or performance of construction.

Signature of contractor or Authorized Agent

Date

Signature of Owner (if owner is builder)

Date

Rev 5/9/2002

* Same signs of varying sizes
18x20 to 2'x3' 4'x8' Banners

CITY OF SEABROOK
COMMUNITY DEVELOPMENT DEPARTMENT
1700 FIRST STREET
SEABROOK, TEXAS 77586
PHONE #: (281) 291-5669 FAX #: (281) 291-5690

PLEASE LIST LOCATIONS OF ALL TEMPORARY SIGNS

1. NASA Parkway
2. Hwy 146
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____

CITY OF SEABROOK

RECH: 00570211 3/06/2014 3:31 PM
OPER: 017 TERM: 001
REF#: 11818

TRAN: 3.0000 LICENSES & PERMITS
PERMIT FEE KEELS & WHEELS
03/6/2014 PD WITH CKH 11818
LICENSES & PERMITS/ 50.00CR

TENDERED: 50.00 CHECK
APPLIED: 50.00-

CHANGE: 0.00

JSELLERS

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/22/13

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

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

PRODUCER K & K Insurance Group, Inc.
P.O. Box 2338
Fort Wayne, In 46801

CONTACT NAME: SMALL COMMERCIAL UNIT
PHONE (A/C No. Ext): 877-783-1161 FAX (A/C, No): 260-459-5870
E-MAIL ADDRESS: SCU@KANDKINSURANCE.COM

INSURER(S) AFFORDING COVERAGE
INSURER A: NATIONWIDE MUTUAL INSURANCE CO NAIC # 23787

INSURED LYC CONCOURS CORPORATION
D/B/A KEELS & WHEELS CONCOURS D' ELEGANC
PO BOX 156
SEABROOK, TX 77586

INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

COVERAGES

CERTIFICATE NUMBER: 1722616

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. NC=NOT COVERED

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ Owners & Contractors GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC	Y		FWC0026168000	12:01AM 3/09/14	12:01AM 3/09/15	EACH OCCURRENCE 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) 300000 MED EXP (Any one person) NONE PERSONAL & ADV INJURY 1000000 GENERAL AGGREGATE 5000000 PRODUCTS-COMP/OP AGG 5000000 Part Lgl Liab NC
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS			FWC0026168000	12:01AM 3/09/14	12:01AM 3/09/15	COMBINED SINGLE LIMIT (Ea Accident) 1000000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT

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

CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED PER FORM CG2026 BUT ONLY WITH RESPECT TO THE LIABILITY ARISING OUT OF THE ACTIVITIES/OPERATIONS OF THE NAMED INSURED.

CERTIFICATE HOLDER

CITY OF SEABROOK
SEABROOK, TX

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Scott F. Furbush

Seabrook City Council Regular Meeting
Minutes of March 4, 2014
Page 1

The City Council of the City of Seabrook met in regular session on Tuesday, March 4, 2014 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

GLENN R. ROYAL – Ex. Abs.	MAYOR
ROBERT LLORENTE	COUNCIL PLACE NO. 1
MIKE GIANGROSSO	COUNCIL PLACE NO. 2
GARY JOHNSON	COUNCIL PLACE NO. 3
DON HOLBROOK	COUNCIL PLACE NO. 4
THOM KOLUPSKI	COUNCIL PLACE NO. 5
LAURA DAVIS	MAYOR PRO TEM & COUNCIL PLACE NO. 6
GAYLE COOK	CITY MANAGER
SEAN LANDIS	ASSISTANT CITY MANAGER
STEVEN L. WEATHERED	CITY ATTORNEY
MICHELE L. GLASER	CITY SECRETARY

Mayor Pro Tem Davis called the meeting to order at 7:00 p.m. and led the audience in the United States and Texas Pledges of Allegiance.

1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS – None.

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

Councilor Giangrosso announced several upcoming events.

2.0 CONSENT AGENDA

2.1 Approve an Addendum to the agreement between the City of Seabrook, The Seabrook Economic Development Corporation and the Asparagus Group, LLC, granting an extension to allow the beginning of construction of improvements to begin no later than 300 days following the date of the first agreement on June 20, 2013. This item was approved by EDC on February 13, 2014. (EDC/applicant)

2.2 Approve excused absences for Councilors Giangrosso and Johnson for the February 18, 2014 council meeting and for Mayor Royal for the March 4, 2014 council meeting. (Glaser)

2.3 Approve a parade permit request and waiver of fee to allow the Bay Area Little League to hold an opening day parade on March 22, 2014. (Applicant)

2.4 Approve a special event application for the annual Trash Bash to be held on March 29, 2014, including using temporary signs and a waiver of permit fee contingent upon the receipt of the correct Certificate of Insurance. (Applicant)

Seabrook City Council Regular Meeting
Minutes of March 4, 2014
Page 2

47 2.5 **Approve annual Racial Profiling Report as mandated by the State of Texas. (Wright)**

48
49 2.6 **Consider second and final reading of proposed Ordinance No. 2014-06, "Old Seabrook**
50 **Village PUD." (Applicant/P&Z Commission)**

51 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
52 SEABROOK, APPENDIX A, "COMPREHENSIVE ZONING", ARTICLE 2,
53 "ADMINISTRATION", SECTION 2.05, "OFFICIAL ZONING MAP", BY REZONING
54 APPROXIMATELY 13.81 ACRES, LOTS 1-7, BLOCK 1 AND LOTS 1-7, BLOCK 2 IN
55 THE BAYBROOK SUBDIVISION, SECTION 1 AND 2, TRACTS 1, 2, AND 3,
56 SITUATED IN ABSTRACT 52, OF THE RITSON MORRIS SURVEY, IN SEABROOK,
57 HARRIS COUNTY, TEXAS, LOCATED IMMEDIATELY EAST OF MEYER ROAD
58 AND NORTH OF 1ST STREET, BEING MORE PARTICULARLY DESCRIBED BY
59 METES AND BOUNDS IN EXHIBIT "A," FROM "OS," OLD SEABROOK DISTRICT
60 AND "R-2," SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT (SMALL LOT),
61 TO PLANNED UNIT DEVELOPMENT, "PUD," FOR A MIXED USE SUBDIVISION
62 CONSISTING OF 112 LOTS, 17 BLOCKS, AND 9 RESERVES; PROVIDING FOR AN
63 AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; REPEALING ALL
64 ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT
65 HEREWITH; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED
66 \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF BY
67 INCLUSION INTO THE CODE; AND PROVIDING FOR SEVERABILITY.

68
69 2.7 **Approve the February 18, 2014 minutes of the special joint meeting of the Seabrook City**
70 **Council and the Planning and Zoning Commission. (Glaser)**

71
72 2.8 **Approve the minutes of the February 18, 2014 regular City Council meeting. (Glaser)**

73
74 Motion was made by Councilor Giangrosso and seconded by Councilor Llorente

75
76 To approve the Consent Agenda as presented.

77
78 MOTION CARRIED BY UNANIMOUS CONSENT.

79
80 **END OF CONSENT AGENDA**

81
82 3.0 **NEW BUSINESS**

83
84 3.1 **Consider first reading of proposed Ordinance No. 2014-07, "Amendment to the**
85 **Regulation of itinerant Vendors." (Council)**

86 AN ORDINANCE AMENDING ORDINANCE NO. 2013-25 AND THE SEABROOK
87 CITY CODE, CHAPTER 22, "BUSINESSES," ARTICLE III. "PEDDLERS, ITINERANT
88 VENDORS, HAWKERS, SOLICITORS AND CANVASSERS", SECTION 22-82,
89 "ITINERANT VENDORS ON PRIVATE PROPERTY" TO ALLOW NON-PROFIT
90 YOUTH ORGANIZATIONS TO BE EXEMPTED FROM THE REQUIREMENT TO

Seabrook City Council Regular Meeting
Minutes of March 4, 2014
Page 3

OBTAIN AN ITINERANT VENDORS PERMIT; PROVIDING A PENALTY IN AN AMOUNT OF \$500.00 OR THE MAXIMUM AMOUNT PROVIDED BY LAW FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR NOTICE.

Motion was made by Councilor Kolupski and seconded by Councilor Holbrook

To approve first reading of Ordinance No. 2014-07 with the reading of the caption serving as the reading of the ordinance.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.0 OLD BUSINESS

4.1 Consider appointment/reappointment of three regular members and one alternate member of the Board of Adjustment, all with terms ending January 2016. This item was tabled on February 18, 2014. (Glaser)

Motion was made by Councilor Johnson and seconded by Councilor Llorente

To remove this item from the table.

MOTION CARRIED BY UNANIMOUS CONSENT.

Motion was made by Councilor Llorente and seconded by Councilor Holbrook

To reappoint regular members Margaret Hunt, Ed Muniz and Julia Poston and alternate member Robert Duncan, Jr. all for two year terms ending January 2016.

MOTION CARRIED BY UNANIMOUS CONSENT.

5.0 ROUTINE BUSINESS

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

Mrs. Cook reported on several items on the Checklist.

#19. Surf Oaks. There are a couple of outstanding titles that must be resolved.

#23. Widening SH 146. Staff met with TxDOT who has contracted with Cobb Fendley to start appraisals by June 2014 with a goal of sending all settlement letters by October 2014. TxDOT is also working with the Union Pacific Railroad to finish title work of railroad properties.

Seabrook City Council Regular Meeting
Minutes of March 4, 2014
Page 4

#26. No left turn on SH 146. TxDOT has requested that the city not use delineators to prevent left turns due to maintenance issues. Statistics on traffic accidents have been sent to TxDOT who is considering whether or not to install a curb to prevent left hand turns. **(Note: This item had been unanimously removed from the active Action Items Checklist on February 18, 2014.)**

Motion was made by Councilor Holbrook and seconded by Councilor Johnson
To approve the Action Items Checklist.

MOTION CARRIED BY UNANIMOUS CONSENT.

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

Mrs. Glaser reported that an ordinance cancelling the May 10 city election will be on the next agenda as all candidates are unopposed. Mrs. Cook reminded Council members of the retreat on Friday, April 4 at the fire station.

Upon motion, Mayor Pro Tem Davis adjourned the meeting at 7:17 p.m.

Approved on this 18th day of March 2014.

Glenn R. Royal, Mayor

Michele L. Glaser, TRMC
City Secretary

ORDINANCE NO. 2014-07
AMENDMENT TO THE REGULATION OF ITINERANT VENDORS

AN ORDINANCE AMENDING ORDINANCE NO. 2013-25 AND THE SEABROOK CITY CODE, CHAPTER 22, "BUSINESSES," ARTICLE III. "PEDDLERS, ITINERANT VENDORS, HAWKERS, SOLICITORS AND CANVASSERS", SECTION 22-82, "ITINERANT VENDORS ON PRIVATE PROPERTY" TO ALLOW NON-PROFIT YOUTH ORGANIZATIONS TO BE EXEMPTED FROM THE REQUIREMENT TO OBTAIN AN ITINERANT VENDORS PERMIT; PROVIDING A PENALTY IN AN AMOUNT OF \$500.00 OR THE MAXIMUM AMOUNT PROVIDED BY LAW FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION IN THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR NOTICE.

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

ARTICLE I. AMENDMENT TO THE CODE.

The Code of the City of Seabrook is hereby amended at Chapter 22, "Businesses", Article III. "Peddlers and Solicitors", Section 22-82 as written below.

"Section 22-82. Itinerant vendors on private property.

A. Permit required. No itinerant vendor/hawker may intermittently occupy any privately owned property for the purpose of operating a temporary business within the city without having previously obtained a temporary sales permit from the city secretary after review by the building inspection department. The applicant must have such permit within his or her personal possession during the time that the temporary business is in operation and must display the permit in such a manner that it is clearly visible from the abutting street.

B. Permit fee. Prior to the issuance of a permit, the applicant must pay the City of Seabrook a permit fee in the amount of fifty dollars (\$50.00). The city will not require payment of this permit fee by locally based charitable organizations or organizations engaged in activities such as bake sales or car washes.

C. Permit duration. A permit requested under this article will be issued for a period of no more than 72 consecutive business hours and shall not be issued more frequently than every 90 days to the same applicant or business property. This provision shall not apply to an existing business governed by Section 3.06.08 "Outside storage and display" of this Code. This provision shall also not apply to special events or related use approved by City Council.

D. Requirements for permit issuance. The building inspection department shall only issue a permit if the applicant has complied with the following requirements:

1. The itinerant vendor must conduct his business on the property in a manner that

Ordinance No. 2014-07
Page 2

47 does not violate any code of the city, including all zoning, building, and health codes. The city
48 will exempt an itinerant vendor from zoning provisions where the proposed location of the
49 temporary business is an improved property that contains an active nonprofit institutional use,
50 such as a church or school; and

51
52 2. The itinerant vendor must possess a valid state sales tax certificate or proof of a
53 tax exemption; and

54
55 3. The itinerant vendor must provide the city with a copy of either a lease or
56 written permission from the owner of the private property showing that the itinerant vendor may
57 use the property; and

58
59 4. The itinerant vendor must submit a dimensioned or scaled site plan indicating
60 the location of the display area, curb cuts, and parking area. The city requires all parking on an
61 all-weather surfaced area; and

62
63 5. The itinerant vendor must provide one unisex portable sanitary facility. In lieu
64 of the portable sanitary facility, the vendor may provide a permission letter from the owner or
65 manager of a property located within a two-hundred-foot radius of the temporary business
66 granting permission to use their sanitary facilities; however, the property where the itinerant
67 vendor has permission to use the sanitary facilities cannot be located across a thoroughfare of
68 four lanes or larger; and

69
70 6. If the sale involves food products, the itinerant vendor must obtain all the
71 necessary health permits.

72
73 7. Due to traffic safety concerns, no permit shall issue hereunder for locations
74 along State Highway 146 or NASA Parkway.

75
76 E. An itinerant vendor may not use a tent or temporary building, except a portable
77 sanitary facility, in conjunction with a temporary sale.”

78
79 **F. No provision of this section shall apply to children 17 years of age or younger**
80 **engaged in (i) fundraising activities for any nonprofit organization or (ii) extracurricular**
81 **activities sanctioned by a public school district.**

82
83 **ARTICLE II. VIOLATION.**

84
85 Any person violating any part of this ordinance or failing to observe any provision of this
86 article shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be punished
87 by a fine not exceeding five hundred dollars or the maximum amount provided by law. Every
88 day the violation continues shall be deemed as a separate offense.

89
90

Ordinance No. 2014-07
Page 3

ARTICLE III. SEVERABILITY.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, phrases and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases and words of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional or invalid portion of the ordinance.

ARTICLE IV. NOTICE OF PUBLICATION.

The City Secretary shall give notice of the enactment of this Ordinance by promptly publishing it or its descriptive caption and penalty after final passage in the official newspaper of the City; the Ordinance to take effect upon publication.

PASSED AND APPROVED on first reading this 4th day of March 2014;

PASSED AND APPROVED on second and final reading this 18th day of March 2014.

Glenn R. Royal
Mayor

ATTEST:

Michele L. Glaser, TRMC
City Secretary

APPROVED AS TO FORM:

Steven L. Weathered
City Attorney



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, MARCH 18, 2014

Submitter/Requestor: Michele Glaser

Date Submitted: 2/25/2014 3:56:11 PM

Presenter: Michele Glaser

Description/Subject:

Reappointment of Carl Kuehnelt to the Ethics Review Commission.

Purpose/Need: NA

Background/Issue(What prompted this need):

Mr. Kuehnelt's two year term expired 10/31/13. If appointed, the new term will expire 10/31/15. After appointment, the city has one more vacancy and no applicants.

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

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

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

Budget Dept/Line Item Number

Funding Comments:

Where on the agenda should this item be placed?

Consent Agenda

Suggested Motion:

Approval. There are no other applicants for these positions.

Agenda Language:

Approve the reappointment of Carl Kuehnel to the Ethics Review Commission for a two-year term which will expire October 31, 2015. (Glaser)

City Manager Review:

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

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



To: Seabrook City Council
From: LeaAnn Dearman
CC: Gayle Cook, Michele Glaser
Date: March 7, 2014

Re: 2014-2015 Hotel Occupancy Tax Funding Requests

Council, please review the attachments that are included within this agenda packet. In 2012 Council approved a new application process that holds event coordinators accountable for how HOT funds are utilized to help promote the Seabrook hotel industry. Within this packet you will find nine (9) funding requests for the 2014-2015 Fiscal Year, plus supplemental information.

Please review the following documents:

- HOT Event Budget Overview
- Compiled reports of all applications submitted
- 2014-2015 Hotel Occupancy Tax Funding Request – please specifically review page 1, that explains how HOT funds may be spent by the City of Seabrook.
- Hotel Survey – a survey was emailed to all Seabrook hotels and b&b's to gather their input about Seabrook events. Only three (3) responded to the request.
 - Comfort Suites on Bayport Blvd. (Best Western Plus) Survey Remarks
 - Hampton Inn Houston NASA/JSC Survey Remarks
 - Email from Beacon Hill in regards to Seabrook events

2014-2015 applications are as follows (in order of calendar year):

- Yachty Gras
- Lucky Trail Marathon
- Keels and Wheels
- Texas Outlaw Challenge
- Gulf Coast Film Festival
- Seabrook Salt Water Derby
- Seabrook Festival of the Arts
- Bay Access Sailing Programs
- J/Fest Southwest

Prior to each application you will find a report cover sheet that highlights the event's application, plus gives the committee's recommendation for funding. In addition to the application, the Post Form Report for each event, if applicable, is also included. The Post Form Reports have a simple cover sheet that can be found after review of the 2014/15 applications. Please review all attached documents in detail.

If you have any questions please contact me by calling (281) 291.5777 or by email at ldearman@seabrooktx.gov.

Hotel Occupancy Tax Funding Request



Application request for funding the arts, historical preservation and special events or programs in Seabrook that promote tourism and the convention and hotel industry.



Application Packet for 2014-2015 Fiscal Year

Explanation of the Hotel Occupancy Tax

By the law of the State of Texas, the City of Seabrook collects a Hotel Occupancy Tax (HOT) from all lodging facilities located within the city limits. According to the law, revenue from the municipal hotel occupancy tax may be used only to promote tourism and the convention and hotel industry, and that use is limited to the following:

1. **Convention Centers and Visitor Centers:** the acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation and maintenance of convention center facilities or visitor information center or both.
2. **Registration of Convention Delegates:** the furnishing of facilities, personnel and materials for the registration of convention delegates or registrants.
3. **Advertising, Solicitation and Promotions:** advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.
4. **Promotion of the Arts:** the encouragement, promotion, improvement and application of the arts; including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms.
5. **Historical Restoration and Preservation:** historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites, museums or exhibits.
6. **Sporting Event Expense:** funding certain expenses, including promotional expenses, directly related to a sporting event within counties with a population under 1 million.
7. **Sporting Facilities:** enhancement or upgrading of existing sports facilities or sport fields for certain municipalities.
8. **Transportation of Tourists:** funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations:
 - a. the commercial center of the city
 - b. a convention center in the city
 - c. other hotels in or near the city
 - d. tourist attractions in or near the city
9. **Directional Signage:** signage directing the public to sights and attractions that are frequently visited within the municipality.

Eligibility and Priority for HOT Funds

Priority will be given to those entities and/or special events based on their ability to directly promote tourism and the hotel industry in Seabrook; in other words, the ability to generate overnight visitors to the city. If an event will not generate hotel activity, it is not eligible for receipt of HOT funds, in addition all funding must be approved by Seabrook City Council. Entities must complete this application and provide documentation proving the ability to generate overnight visitors.

All receipts of HOT funds will be required to submit a post-event form, report and analysis within sixty (60) days after an event or program cycle, which documents the expenditure of the

HOT funds and verifies the direct promotion of Seabrook tourism and the hotel industry. Recipients who do not submit post-event information may not be eligible for future funding.

Application Overview and Process

The City of Seabrook accepts applications from non-profits, groups and businesses whose programs or events fit into one or more of the listed categories. All applicants applying for funding must submit an official application by **January 31, 2014** to be considered for funds for the **2014-2015 Fiscal Year** (October 2014 – September 2015).

Applications will be reviewed by a committee composed of city staff who will make recommendations to City Council during a regular or special meeting held in March. Applicants will be notified prior to the meeting and are encouraged to attend and give feedback to Council.

City Council will make the final decision on the applicant's request. If denied funding, applicants may appeal the decision, in writing within sixty (60) days of Council's decision. *Council may revoke or change the amount allocated at anytime until the FY2014/2015 Budget is adopted.* The Budget process usually takes place between June and August each year.

Supplemental information and documentation is required in addition to the application form. Please review and complete entire application packet prior to application submittal.

The Post-Event Form and Report is also included with this packet. Please review information on this form and be prepared to submit the form and required documentation within sixty (60) days after the event/program.

Timeline for Submission

EXTENDED DEADLINE
FEBRUARY 14, 2014

- ❖ Application Deadline – **5:00 p.m. January 31, 2014**
- ❖ Review and Recommendations – February 10-21, 2013
- ❖ City Council Decision – March 2013
- ❖ Notification by the City of Seabrook – March 2013
- ❖ Decision Appeals must be submitted in writing within sixty (60) days of Notification
- ❖ Disbursement of Funds – Begins after October 1, 2014. Prior to receiving the funds the city must receive an invoice from the approved organization.
- ❖ Post Event/Program Form and Report due sixty (60) days after event.

A group who wishes to seek funding for a **FIRST TIME** event after the deadline must do so **90 days** prior to said event or program. This only applies to first time events or programs. All others must meet deadline requirements for the 2014-2015 Fiscal Year.

If you have any questions about the application process, please contact the city's Communication Director, LeaAnn Dearman, at (281) 291.5777 or by email at ldearman@seabrooktx.gov.

Application for City of Seabrook HOT Funds for FY 2014 - 2015

Instructions: Type or print clearly. If not enough space is provided please attach additional pages.

Organization/Group Information

Organization/Group Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____ Contact Phone: _____

Contact Email: _____

Website Address for Event or Organization: _____

Non-Profit or For-Profit Status: _____ FEIN#: _____

Organization's Incorporation/Creation Date: _____

Purpose or Mission of Organization

General Event/Program Information

Name of event/program to be funded: _____

Primary location of event/program: _____

Date of event/program: _____ Expected total attendance: _____

How many times have you held this event/program? _____

For each of the last three (3) times the event/program has been held, list the year held, the number of attendees, and the method of determining the attendance (crowd estimates, ticket sales, sign-in sheet, etc).

Year Held	Number of Attendees	Methodology
_____	_____	_____
_____	_____	_____
_____	_____	_____

Identify the HOT category for which the event/program will benefit (refer to pg 1): _____

What is the primary purpose of the event/program for which this application applies?

Funding Request

Total Event/Program Budget: \$ _____

Total Amount Requested: \$ _____

_____ % Percentage of total event or program cost to be covered by the requested HOT funds.

How will the funds be used?

Advertising and Promotional Activities

Please check all the promotional efforts your organization is coordinating:

_____ Newspaper _____ Radio _____ TV
_____ Internet _____ Social Media _____ Email
_____ Other _____

Will you submit press releases about the event/program? _____ Yes _____ No

If so, list the number of releases plus targeted media outlets?

What geographic area does your advertising and promotion reach?

NOTE: All promotional materials (including event sponsor signage) using HOT funds are required to include the approved City of Seabrook logo. Please contact the City of Seabrook Marketing Office for the correct logo at (281) 291.5777.

Projected Promotions and Tourism Benefits

Over the last three (3) times your event/program was held, how much HOT funds assistance did your organization receive and how many hotel rooms were occupied as a result?

Month/Year	Assistance Amount	Number of Occupied Rooms
_____	_____	_____
_____	_____	_____
_____	_____	_____

How many people attending this event/program are expected to stay in Seabrook hotels? _____

How many nights will they stay? _____

Will you reserve a room block for this event/program at Seabrook hotels and if so, for how many rooms and at which hotels?

How will you measure the impact of your event on Seabrook hotel activity (i.e. room block usage information, survey of hoteliers, etc).

Please list other organizations, government entities and grants that have offered financial support to your event/program.

REQUIRED Supplemental Information and Documentation

Please attach the following to the application prior to submission:

- ❖ Proposed marketing plan for the event/program for which funds are being requested.
- ❖ Schedule of activities relating to the event/program.
- ❖ Current budget for the event/program.
- ❖ Documentation demonstrating the potential to generate overnight guests such as hotel room blocks, historic information, or surveys on the number of hotel rooms resulted from previous years of the same event/program.

Please sign below acknowledging that the information provided in this application is true and correct.

Authorized Signature

Date

Print Name

Title and Organization

Application Deadline for 2014-2015 Fiscal Year is 5:00 p.m. on January 31, 2013

City of Seabrook
Attn: LeaAnn Dearman
1700 First Street
Seabrook, TX 77586

Email: ldearman@seabrooktx.gov

Submit by mail, in person or via email.

This application is not a Special Event Permit Application. You must contact the City Secretary's Office and complete a Special Event Permit Application at least 45 days prior to your event. You may call (281) 291.5663 for more details.

Post Event/Program Form and Report for City of Seabrook HOT Funds

Instructions: This application must be completed with in 60 days after your event. Failure to do so may negatively impact future funding requests. Type or print clearly. If not enough space is provided please attach additional pages.

Organization/Group Information

Organization/Group Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____ Contact Phone: _____

Contact Email: _____

Website Address for Event or Organization: _____

Non-Profit or For-Profit Status: _____ FEIN#: _____

Organization's Incorporation/Creation Date: _____

Purpose or Mission of Organization

Post Event/Program Information

Event Date: _____ Number of Attendees: _____

Describe the success and/or problems with this year's event. Was attendance up or down compared to previous years?

Advertising and Promotional Activities

Please check all the promotional efforts for the event/program:

_____ Newspaper

_____ Radio

_____ TV

_____ Internet

_____ Social Media

_____ Email

_____ Other _____

Please describe advertising and promotional efforts for each medium checked above. List specific publications, websites, and direct mailing numbers.

Newspaper:

Radio:

TV:

Internet:

Social Media:

Email:

Other:

What geographic area did your advertising and promotion reach?

Promotions and Tourism Benefits

List the number of hotel rooms and nights attendees stayed in Seabrook hotels.

Hotel	Rooms Occupied	Nights Stayed

Did you reserve a block of room for your event/program? If so for how many rooms and at which hotels?

Did attendees take advantage of the room blocks? If so did it they occupy the entire block? If not, describe why not.

REQUIRED Supplemental Information and Documentation

Please attach the following to this form and submit within sixty (60) days post event:

- ❖ Marketing plan analysis: report on the success or failure of the marketing plan.
- ❖ Advertising samples: graphics, ads, website, tv spots, radio spot, etc.
- ❖ Final budget for the event/program.
- ❖ Hotel Occupancy Report and/or Survey: please provide documentation from local hotels detailing the number of rooms occupied during the event/program.

Please sign below acknowledging that the information provided in this application is true and correct. Submit by mail, in person or via email.

Authorized Signature

Date

Print Name

Title and Organization

The Post Event/Program Form and Report
Must Be Completed Within 60 Days After the Event/Program Date

City of Seabrook
Attn: LeaAnn Dearman
1700 First Street
Seabrook, TX 77586
Email: ldearman@seabrooktx.gov

HOT Event Budget Overview

The charts below will help you compare this year's funding with the recommended funding for 2014-2015. Please review each application cover sheet in detail for an overview of each application plus the committee's remarks on recommended funding.

2013-2014 Budget for Events

HOT 150-5466 Events	
Yachty Gras	\$1,500
Lucky Trail Marathon	\$25,000
Keels and Wheels	\$50,000
Texas Outlaw Challenge	\$12,500
Gulf Coast Film Festival	\$2,500
Seabrook Saltwater Derby	\$5,000
Seabrook Festival of the Arts	\$15,000
Boatoberfest	\$8,000
Bay Access Sailing Programs	\$10,000
J/Fest Southwest	\$15,000
Contingency	\$2,500
Total	\$147,000

Recommended 2014-2015 Budget for Events

HOT 150-5466 Events	
Yachty Gras	\$1,500
Lucky Trail Marathon	\$25,000
Keels and Wheels	\$50,000
Texas Outlaw Challenge	Table
Gulf Coast Film Festival	\$2,500
Seabrook Saltwater Derby	Table
Seabrook Festival of the Arts	\$15,000
Bay Access Sailing Programs	\$25,000
J/Fest Southwest	\$15,000
Total	\$134,000
Possible contingency	\$13,000
<i>Please note Boatoberfest did not submit an application and was allocated \$8,000 from 2013/14 budget.</i>	

Yachty Gras

This unique event is held each year during the Mardi Gras season and features an amazing boat parade that begins at the Seabrook Channel and proceeds past the Kemah boardwalk, throwing beads to the revelers viewing the parade along the route. In addition to the parade, several parties take place prior to and after, including the best after party of all in Clear Lake Shores.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$10,000	\$1,500
Event to be held on February 13-15, 2015 – Application Attached	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Remain the same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Cut
Additional Comments	"Do not see an immediate impact in hotel revenue or tourism."
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Police Department	Provides boat patrol as coordinated by the marine task force. City absorbs overtime pay.
City Secretary's Office	N/A - No permitting needed.
Communications Office	Some struggle with email response and failed to turn in Post Form Report within 60 days post event.
Public Works	N/A
Application Notes	
<u>2014/2015 Application</u> • Application returned on time and complete • Pg. 4 Description on how HOT funds will be used is lacking • Pg. 5 The majority of advertising is local with the exception of AAA Travel and the TX Chamber of Commerce. • Pg. 5-6 Organization is not blocking rooms or tracking overnight stays in Seabrook hotels. Mention of Skipper's survey, but not included with application packet. • Marketing plan included – vague and only directed at a local audience • Non-detailed budget report included • Only one advertising sample included.	
<u>2013 Post Form Report</u> • Returned late • Completed report • Majority of advertising is local	

- Social media site URL's not included
- No rooms were blocked for event
- No advertising examples included
- Marketing Plan not included
- Final budget detail not included

Committee Remarks

Recommend funding to remain at \$1,500

It is hard to gauge the impact that this event has on the Seabrook hotel industry. While this is a great, well-attended event that features Seabrook and the surrounding cities as boating communities, no steps are currently being taken to measure the direct impact of "heads in beds". Below are suggestions for the event coordinator that will help to gauge the direct impact of overnight stays, if any, in Seabrook.

Suggestions to Event Coordinator

- Highly suggest advertising and marketing to an audience outside the Greater Houston region.
- We would like to see a more detailed marketing plan. A marketing plan is a comprehensive blueprint, which outlines the organization's overall marketing efforts. It should identify your target audience, how you plan to reach that audience, and how you will retain the audience for future events. A strategy needs to be outlined detailing the market you plan reach and what media outlets will help you reach that market. Sample advertisements, press releases, radio spots, and TV spots should be included.
- Would like to see more interaction with area hotels. Possibly reserve room blocks. Create a survey for parade registrations which tracks where participants are staying (this was mentioned but was not included with the application).
- The budget that was included with the application surpassed the income received and was not detailed. To have a better understanding of how funds are being received and spent we would appreciate a very detailed budget, especially for marketing/advertising expenses. As required by the State of Texas, expenditures of HOT funds must fall within certain guidelines, and one guideline is to use funds to advertise and promote Seabrook. A detailed expense sheet of marketing expenses would allow this committee to make a more informed recommendation to council.

Lucky Trail Marathon

Every year in March, the Seabrook Lucky Trails Marathon is held on the Seabrook Trail System. This weekend event happens around St. Patrick's Day each year. Runners may sign up for either half or full marathon plus a two-person or four-person relay. This popular event has been known for its enthusiastic volunteers, great goody bags and awesome post-race party.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$25,000	\$25,000
Event to be held on March 21-22, 2015 – Application Attached	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Beaumont & West) Bayport Blvd.	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Increase
Additional Comments	None provided
Hampton Inn	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Remain the Same
Additional Comments	"We made no more than \$1,500 in room revenue from this event."
Beaumont Hotel & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Staff Input	
Police Department	Off duty officers are hired by event permit holder to provide traffic control and security; work well with PD.
City Secretary's Office	Works well with staff and request permitting in a timely fashion.
Communications Department	Very prompt, quickly responds to email and works well with staff.
Public Works	Hang banner on NASA Parkway, staff helps to ensure trails and parks are prepared leading up to the event and after the event. Robby Sabban works very well with staff.
Application Notes	
2014/2015 Application • Application returned on time and complete • Pg. 4 Description of how HOT funds will be used is lacking • Pg. 5 Radio and TV only reaches a local audience – good reach with print publications • Pg. 6 Block of rooms reserved in 5 Seabrook hotels • Pg. 6 Complete list of sponsors not included • Excellent supplemental information included • Marketing plan included • Complete budget included	

2013 Post Form Report

- Returned on time
- Completed report
- Excellent hotel room survey and tracking information included
- Room blocks reserved at 2 Seabrook hotels
- Measurable survey included
- Marketing plan included within presentation addressing several questions within the report
- Sample press releases and advertising examples include
- Final budget detail not included

Committee Remarks

Recommendation to remain at \$25,000

This is a fun, well-attended event that features the Seabrook Hike and Bike Trail system. While the committee had some comments on the application, overall, the application, marketing plan, budget and post-form report contained excellent information and samples, and gave the committee a good understanding of the direct impact this event has on overnight stays in Seabrook.

Suggestions to Event Coordinator

- Great use of print advertising that reaches a market outside the Houston area, however, we would like to see if radio and TV advertising might reach other markets throughout the US. More Internet and social media advertising may also benefit the event.
- Would like to see the event span three days rather than just two and include a 5k or fun run for those who may not be able to run a half or whole marathon.

Keels & Wheels

The largest collection of classic cars and wooden boats in the United States is on display at the beautiful grounds of Lakewood Yacht Club in Seabrook the first weekend each May. Educational and awe-inspiring, Keels and Wheels is an event for spectators of all ages and is a great chance to immerse yourself in automotive and marine history. Attendees come from every corner of the U.S. and even Europe to see this spectacular and unique display of classic boats and automobiles. Of course, you can't forget the famous Texas hospitality.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$50,000	\$50,000
Event to be held on May 2-3, 2015 – Application Attached	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Remain the Same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Cut
Additional Comments	"We believe we generated less than 5% revenue from this event. Funding should be decreased."
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Staff Input	
Police Department	Off duty officers are hired by event permit holder to provide traffic control and security.
City Secretary's Office	Works well with staff.
Communications Department	Good communication with staff and timely response to requests and emails.
Public Works	Request to hang banner on NASA Parkway and light pole banners; no notable issues.
Application Notes	
<u>2014/2015 Application</u> - Completed application – however several vague statements - Pg. 5 – The number of press releases and media outlets was not specified. Geographic location reached needs to be more specific. No budget included - Pg. 6 – How many rooms were blocked at each hotel? How is the information requested from hotel? - Marketing plan not included - Advertising samples and press release samples not included - Advertising budget included	
<u>2013 Post Form Report</u> Returned on time	

- Good summary of event
- Completed report
- Notable national TV channels reached
- Social Media URL's not included
- 50 room block reserved at SpringHill
- Excellent supplemental materials included – advertising samples and communication with media
- Marketing Plan not included, however media coverage highlighted from Padgett Group
- No budget included

Committee Remarks

Recommend funding to remain at \$50,000

Keels and Wheels is one of Seabrook's longest running and largest events. The City of Seabrook has been a signature sponsor for several years now and from that sponsorship we receive excellent exposure all across the nation. Keels and Wheels spends funds appropriately to advertise not only their event, but to advertise Seabrook through the U.S. and in some parts of Europe.

Suggestions to Event Coordinator

- To better gauge the markets being reached by advertising it is suggested to included a detailed marketing plan. A marketing plan is a comprehensive blueprint, which outlines the organization's overall marketing efforts. It should identify your target audience, how you plan to reach that audience, and how you will retain the audience for future events. A strategy needs to be outlined detailing the market you plan reach and what media outlets will help you reach that market. Sample advertisements, press releases, radio spots, and TV spots should be included.
- With the event growing more and more each year, it is our recommendation that the event open to the public on Friday, Saturday and Sunday.

Texas Outlaw Challenge

This four-day event is full of fun and exciting parties and activities focused on high-end performance boating. The Texas Outlaw Challenge has become a true “east meets west” party with many out-of-town performance boat friends enjoying the unforgettable Texas hospitality while supporting proceeds for local volunteer aquatic conservation efforts and other selected charities.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$25,000	*\$12,500 \$7,500 released prior to 2014 event \$5,000 released after 2014 event contingent on Council approval
Event to be held on June 18-21, 2015 – Application Attached	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Increase
Additional Comments	None provided
Hampton Inn	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Increase
Additional Comments	“Noticeable impact in the community. Substantial traffic throughout the market. Advance bookings. Visibly this event has more impact than Keels and Wheels.”
Beacon Hill Bed & Breakfast	
“I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events.” ~ Delaina Hanssen	
Staff Input	
Police Department	Event holder hires off duty officers for security during event. The 2013 event was much larger than anticipated and extra security is recommend for future events.
City Secretary’s Office	Problematic with deadlines and issues with permitting in regards to a “helicopter” and other events not listed on their special event permit application.
Communications Department	Past difficulties with timely response, however has improved since August 2013.
Public Works	N/A
Application Notes	
<u>2014/2015 Application</u> • Completed application – however very vague statements • Pg. 4 Description on how HOT funds will be used is lacking • Pg. 5 Good supplemental attachment of media outlets • Pg. 5 Somewhat vague geographic area of reach, specifically by the mention of Canada • Pg. 6 What hotels give room blocks? How many rooms are blocked by hotels that offer a block? • Pg. 6 Incomplete list of other financial support	

- Marketing plan not included
- Budget detail not included
- Good summary of rooms booked, however, no tracking of what hotel the rooms were booked with
- Sample advertising not included

2013 Post Form Report

- Returned on time
- Completed report
- Rooms were not blocked with Seabrook hotels
- Summary of event included with approximate budget numbers
- Budget detail included
- Website advertising detail included
- Media exposure included - note: the value is not what was actually spent but an "estimate" of what the cost would be according to the event holder.
- Survey of hotel stays totals to 81 Seabrook rooms (the name of hotels was not included in the application packet for 2014/2015)
- 3 charity letters included from Special Spaces and The Bridge
- Sample advertising not included

Note: Per a conversation held with Paul Robinson starting in 2014 the event will no longer be held in Seabrook on NASA Rd., but rather it will now be held under the bridge in Kemah's city limits. An email from Mr. Robinson is included behind this cover report that confirms this conversation.

Committee Remarks

Recommend tabling item

This committee recommends tabling this application until after the 2014 event, that is taking place on June 18 through the 21 of this year. During the July 23, 2013 Seabrook City Council meeting, Council made a motion to approve \$7,500 in hotel monies prior to the 2014 event and additional \$5,000 after the event contingent upon a majority of vote of Council that all conditions and requirements have been met as discussed during the meeting. Based on this motion the committee would like to ensure all conditions and requirements have been met for the 2014 event prior to making a recommendation to Council for the 2015 event.

Gulf Coast Film Festival

The Gulf Coast Film & Video Festival recently held their 15th annual film festival in September 2013. Opening festivities were held at the Villa Capri in Seabrook. Over one hundred independent films were submitted for judging from around the globe for the competition. The Friday night opening event had a record-breaking attendance with standing room only. Events took place throughout the entire weekend throughout the entire Bay Area. The 16th Annual Gulf Coast Film & Video Festival will be held on September 20, 2014. Several Seabrook hotels are listed on their website at www.gulfcoastfilmfest.com.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$2,800	\$2,500
Event to be held on September 19-20, 2015 – Application Attached	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Remain the same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Cut
Additional Comments	"Do not see an immediate impact in hotel revenue or tourism."
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Staff Input	
Police Department	N/A
City Secretary's Office	No permitting has been needed in the past
Communications Department	Event holder submits applications and responds to requests in a timely manner.
Public Works	N/A
Application Notes	
2014/2015 Application - Completed application – however some vague statements - Pg. 4 – Good explanation of how funds will be used - Pg. 5 – The vast majority of publications are local - Pg. 6 – What hotels will you block rooms with? What type of survey will be utilized (no survey attached). - Pg. 6 – Incomplete list of additional sponsors - No Marketing Plan included - Budget overview included - Some advertising samples included, but are very outdated	
Note: The 2013 Post Form Report is not due until after the September 2014 event.	

Committee Remarks

Recommend funding to remain at \$2,500

It is difficult to gauge the impact that this event has on the Seabrook hotel industry. While this is a great, well-attended event that features Bay Area Houston and promotes the arts, no steps are currently being taken to measure the direct impact of "heads in beds". Below are suggestions for the event coordinator that will help to gauge the direct impact of overnight stays, if any, in Seabrook.

Suggestions to Event Coordinator

- Highly suggest advertising and marketing to an audience outside the Greater Houston region.
- No marketing plan was included with the application. A marketing plan is a comprehensive blueprint, which outlines the organization's overall marketing efforts. It should identify your target audience, how you plan to reach that audience, and how you will retain the audience for future events. A strategy needs to be outlined detailing the market you plan reach and what media outlets will help you reach that market. Sample advertisements, press releases, radio spots, and TV spots should be included.
- Would like to see more interaction with area hotels. The application mentioned a hotel survey that would be given to attendees but it was not included with the application.
- The budget that was included with the application was only a brief overview and current advertising expense is only \$2,000. To have a better understanding of how funds are being received and spent we would appreciate a very detailed budget, especially for marketing/advertising expenses. As required by the State of Texas, expenditures of HOT funds must fall within certain guidelines, and one guideline is to use funds to advertise and promote Seabrook. A detailed expense sheet of marketing expenses would allow this committee to make a more informed recommendation to council.

Saltwater Derby

Fun-filled fishing tournament held at Outriggers in Seabrook each September. Over \$1,000 in prize money is awarded during the derby. In addition to the awards, registrants may enjoy a hamburger lunch and refreshments plus have a chance to win door prizes and enter the Heaviest Flounder Pot.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$5,000	\$5,000
Event date for 2015 TBD – Application Attached	
*Hotelier Input – Questionnaire for all events included in Agenda Packet	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Remain the same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Cut
Additional Comments	"Do not see an immediate impact in hotel revenue or tourism."
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Police Department	Officers paid by Outriggers for security.
City Secretary's Office	No permits requested in past, however may be needed if it does not remain as a city event.
Communications Department	Event coordinators do give prompt response to requests although incorrect information was listed and released for 2013 event.
Public Works	Responsible for tables, chairs and PA system.
Finance & Customer Service	As a "city" event the Finance Department and Customer Service has been responsible for collecting and managing the funds of this event.
Application Notes	
<u>2014/2015 Application</u> • Application returned on time while partially incomplete • Pg. 4 Description of purpose and how HOT funds will be used is lacking • Pg. 5 Media outlets not listed, so unable to gauge advertising reach • Pg. 5 Hotel rooms are not being tracked • Pg. 6 Room blocks are not secured • Pg. 6 Description of survey to measure impact of overnight stays in Seabrook is needed • Pg. 6 The list of other businesses that help fund event is incomplete • Budget included • No Marketing Plan included • No sample advertising included	

2013 Post Form Report

- Returned late
- Partially incomplete report
- All advertising is local
- No rooms where blocked for event
- No advertising examples included
- Marketing Plan not included
- Final budget detail included

Committee Remarks

Recommend tabling item

The committee recommends tabling this item until the HOT budget is discussed and finalized this summer. At this time this event does not meet the criteria for utilization of HOT funds. It is currently a one-day event with little to no advertising outside the Bay Area.

However, the committee does believe this is a GREAT Seabrook event and it is unique and helps to identify our city as a water community. This committee would like to have time to speak with the event coordinators and city staff to possibly work towards a solution that will help salvage the event and keep it as a city operated event. This would remove the event from a HOT funded event, to a local Seabrook event with the potential to grow and reach a larger audience at a later date.

Seabrook Festival of the Arts

Festival held on the City Hall grounds during the fall. Activities include juried fine artists in every medium, live music, kid's zone, street chalk art contest, student artist exhibit, plus food drink and local cuisine. Admission is free to the public.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$15,000	\$15,000
Event to be held on October 24-26, 2014	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Remain the same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Cut
Additional Comments	"Do not see an immediate impact in hotel revenue or tourism."
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Staff Input	
Police Department	Off duty officers hired by event permit holder to provide traffic control and security; required streets to be closed.
City Secretary's Office	Worked well with staff in a timely fashion.
Communications Department	Fairly prompt response to request and submitted information for TxDOT permit for NASA banner in a timely fashion
Public Works	Meetings held to coordinate events, supplied set up and take down of large generator for the event. Responsible for electrical outlets. Mowed and prepped site for event.
Application Notes	
<u>2014/2015 Application</u> • Application returned on time and complete • Pg. 4 Description on how HOT funds will be used is lacking • Pg. 5 The majority of advertising is local with the exception of Austin and Rockport • Pg. 6 Description or inclusion of surveys would be appreciated • Pg. 6 Other than SpringHill Suite, no additional organizations were listed as sponsors • 2014 Marketing plan not included • 2014 Budget not included • No advertising or press release examples included	
<u>2013 Post Form Report</u> • Returned late	

- Completed report
- Advertising is local
- Event holder only included one Seabrook hotel in report
- Marketing analysis included
- Final budget numbers included
- No advertising or press release examples included

Committee Remarks

Recommend funding to remain at \$15,000

It is difficult to gauge the impact that this event has on the Seabrook hotel industry. While this is a great, well-attended event that features Seabrook and promotes the arts, no steps are currently being taken to measure the direct impact of "heads in beds". With that taken into consideration the committee does understand that the event is still in its early years and has the potential to be a great event. Below are suggestions for the event coordinator that will help to gauge the direct impact of overnight stays, if any, in Seabrook.

Suggestions to Event Coordinator

- Highly suggest advertising and marketing to an audience outside the Greater Houston region.
- While a marketing plan analysis of the 2013 event was included a marketing plan for the 2014 event was not included with the application. A marketing plan is a comprehensive blueprint, which outlines the organization's overall marketing efforts. It should identify your target audience, how you plan to reach that audience, and how you will retain the audience for future events. A strategy needs to be outlined detailing the market you plan reach and what media outlets will help you reach that market. Sample advertisements, press releases, radio spots, and TV spots should be included.
- Would like to see more interaction with all Seabrook hotels, not just the SpringHill Suites. Possibly reserve room blocks. Create a survey for artists who exhibit which tracks where they are staying
- Encourage the event coordinator to update the method for determining the people in attendance. Something that would be more than just an "estimate" of attendees.

Bay Access: Youth, Adult & Amateur Sailing Programs

This unique program is overseen by Bay Access, a 501(c)3, which promotes youth, adult and amateur sailing. The sailing programs promoted by this group are held at Lakewood Yacht Club throughout the year, with events held in January, October, March, April, May, July, August and September. Several of these events draw national attention; in fact the event held in January 2013 was a National Team Racing event.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$25,000	\$10,000
Races held October 2014 to September 2015 – Application Attached	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	Yes
Puts Heads in Beds	No
Increase, cut or remain the same	Remain the same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Remain the same
Additional Comments	"Mostly local impact"
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Staff Input	
Police Department	Lakewood Yacht Club works well with the PD
City Secretary's Office	No permitting has been needed in the past
Communications Department	Works well with staff to ensure the Seabrook logo is properly used for promotional material. Prompt and timely response to email inquires.
Public Works	N/A
Application Notes	
<u>2014/2015 Application</u> - Completed application – however several vague statements - Pg. 4 – Excellent explanation of how funds will be used - Pg. 5 – SpringHill Suites is the only Seabrook contacted at this time - Pg. 6 – Would like to sample survey of hotels, regatta skipper and crew registrations - Marketing plan included - Advertising samples and press release samples included - Detail budget included - Additional supplement information included	
<u>2013 Post Form Report is not due until September 2014</u>	
Committee Remarks	
Recommend funding to increase to \$25,000	

Seabrook is a boating community and Bay Access reaches a large boating audience throughout the US. The application gave a detailed outline of how funds will be spent plus included a good marketing plan for review. At this time it may be difficult to gauge the impact of overnight stays in Seabrook, this organization has great promise of bringing people to our area.

Suggestions to Event Coordinator

- We would like to see more communication between event coordinator and Seabrook hotels. Prior to weekend races, hotel blocks should be secured. Possibly create a survey of participants that would gauge where and for how long visitors are staying.

J/Fest Southwest

This regatta is open to all J/Boat owners, their crew, family and friends and the race is held on Galveston Bay. The focus of J/Fest is to provide a regatta venue that is extra fun not only for the racers but their family and friends too. While the racers are on the water their spouses, children, family and friends can enjoy a myriad of activities and tourist attractions in the bay area.

Amount Requested FY 2014/15	Amount Allocated FY 2013/2014
\$15,000	\$15,000
Event to be held on October 31 & Nov. 1-2, 2014	
<i>*Hotelier Input – Questionnaire for all events included in Agenda Packet</i>	
Comfort Suites (Best Western) Bayport Blvd.	
Increases Tourism	Yes
Puts Heads in Beds	Yes
Increase, cut or remain the same	Remain the same
Additional Comments	None provided
Hampton Inn	
Increases Tourism	No
Puts Heads in Beds	No
Increase, cut or remain the same	Cut
Additional Comments	"No immediate impact."
Beacon Hill Bed & Breakfast	
"I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events." ~ Delaina Hanssen	
Staff Input	
Police Department	Unaware of any PD involvement.
City Secretary's Office	No permit requested, however needed if public is invited.
Communications Department	Prompt response to requests and completed applications returned in a timely fashion.
Public Works	Hang overhead banner on NASA.
Application Notes	
<u>2014/2015 Application</u> - Completed application – however several vague statements - Pg. 4 – Excellent explanation of how funds will be used - Pg. 6 – Rooms blocks not secured, but discounts for local hotel mentioned (what hotels offer discount?) - Pg. 6 – What local businesses give support? Any organizations give over \$500 in support? - Marketing plan included - Additional supplement information included - Detail budget not included	
<u>2013 Post Form Report</u> - Good reach both locally and nationally - Marketing plan analysis included - Detail budget of HOT expenditures within Marketing Plan analysis - Sample advertising and press releases included	

Committee Remarks

Recommend funding to remain at \$15,000

Seabrook is a boating community and Bay Access reaches a large boating audience throughout the US. The application gave a detailed outline of how funds will be spent plus included a good marketing plan for review. At this time it may be difficult to gauge the impact of overnight stays in Seabrook, this organization has great promise of bringing people to our area.

Suggestions to Event Coordinator

- We would like to see more communication between event coordinator and Seabrook hotels. Prior to weekend races, hotel blocks should be secured. Possibly create a survey of participants that would gauge where and for how long visitors are staying.
- As required by the State of Texas, expenditures of HOT funds must fall within certain guidelines, and one guideline is to use funds to advertise and promote Seabrook. Only a small portion of the HOT funds allocated are being spent on advertising. It is this committee's recommendation to spend more funds on advertising and secure additional sponsorships to cover other costs incurred throughout the event.

Seabrook Hotelier Event Survey for FY 2014/15 HOT Funding

The following information will help the City of Seabrook evaluate and distribute HOT funds to Seabrook event holders for the 2014/2015 Fiscal Year. Please complete and return by March 3, 2014. All information collected will be reviewed by an internal staff committee and also given to Council for review and consideration.

Hotel or Bed & Breakfast Name: _____

Contact Name: _____

Contact Phone: _____ Email: _____

- **Yachty Gras** – held each year around the Mardi Gras season – held on 2/9/2013
 - \$10,000 - Amount requested for FY 2014/115
 - \$1,500 - Amount Council allocated for FY 2013/14
- **Lucky Trail Marathon** – held around St. Patrick's Day each year – held on 3/16 & 3/17/2013
 - \$25,000 - Amount requested for FY 2014/15
 - \$25,000 – Amount Council allocated for FY 2013/14
- **Keels and Wheels** – held the first weekend in May each year – held on 5/4 & 5/5/2013
 - \$50,000 - Amount requested for FY 2014/15
 - \$50,000 - Amount allocated for FY 2013/14
- **Texas Outlaw Challenge** – held each June – held on 6/20 through 6/23/2013
 - \$25,000 - Amount requested for FY 2014/115
 - *\$12,500 - Amount allocated for FY 2013/14
 - *total amount conditional – will receive entire after 2014 event upon Council approval
- **Gulf Coast Film Festival** – held in September each year – held on 9/13 through 9/15/2013
 - \$2,000 to \$5,000 - Amount requested for FY 2013/14
 - \$2,000 - Amount allotted for FY 2012/13
- **Saltwater Derby** – held at the end of September or first of October – held on 10/14/2013
 - \$5,000 - Amount requested for FY 2014/15
 - \$5,000 - Amount allocated for FY 2013/14
- **Seabrook Festival of the Arts** – held each fall – held on 10/26 & 10/27/2013
 - \$15,000 - Amount requested for FY 2014/15
 - \$15,000 - Amount allocated for FY 2013/14
- **Lakewood Yacht Club Race Series (Bay Access)** – races held throughout the year
 - \$25,000 - Amount requested for FY 2014/15
 - \$10,000 - Amount allocated for FY 2013/14
- **J/Fest Southwest** – held each fall in October or November – held on 11/2 & 11/3/2013
 - \$15,000 - Amount requested for FY 2014/15
 - \$15,000 - Amount allotted for FY 2013/14

FILE COPY

Please make one selection for each event.

Do you believe this event increases tourism activity in Seabrook?

Yachty Gras	☐ Yes	☐ No
Lucky Trail Marathon	☐ Yes	☐ No
Keels and Wheels	☐ Yes	☐ No
Texas Outlaw Challenge	☐ Yes	☐ No
Gulf Coast Film Festival	☐ Yes	☐ No
Saltwater Derby	☐ Yes	☐ No
Seabrook Festival of the Arts	☐ Yes	☐ No
Lakewood Yacht Club Race Series	☐ Yes	☐ No
J/Fest Southwest	☐ Yes	☐ No

Does this event put heads in beds in your hotel?

Yachty Gras	☐ Yes	☐ No
Lucky Trail Marathon	☐ Yes	☐ No
Keels and Wheels	☐ Yes	☐ No
Texas Outlaw Challenge	☐ Yes	☐ No
Gulf Coast Film Festival	☐ Yes	☐ No
Saltwater Derby	☐ Yes	☐ No
Seabrook Festival of the Arts	☐ Yes	☐ No
Lakewood Yacht Club Race Series	☐ Yes	☐ No
J/Fest Southwest	☐ Yes	☐ No

Do you believe funding should be increased, cut or remain the same for this event?

Yachty Gras	☐ Increased	☐ Cut	☐ No Change
Lucky Trail Marathon	☐ Increased	☐ Cut	☐ No Change
Keels and Wheels	☐ Increased	☐ Cut	☐ No Change
Texas Outlaw Challenge	☐ Increased	☐ Cut	☐ No Change
Gulf Coast Film Festival	☐ Increased	☐ Cut	☐ No Change
Saltwater Derby	☐ Increased	☐ Cut	☐ No Change
Seabrook Festival of the Arts	☐ Increased	☐ Cut	☐ No Change
Lakewood Yacht Club Race Series	☐ Increased	☐ Cut	☐ No Change
J/Fest Southwest	☐ Increased	☐ Cut	☐ No Change

FILE COPY

Additional comments or remarks regarding events:

Yachty Gras

Lucky Trail Marathon

Keels and Wheels

Texas Outlaw Challenge

Gulf Coast Film Festival

Saltwater Derby

FILE COPY

Seabrook Festival of the Arts

Lakewood Yacht Club Race Series

J/Fest Southwest

Does your hotel track if guests are attending Seabrook events? ☐ Yes ☐ No

If Yes please describe the tracking system you currently have in place.

The City of Seabrook values the input from our hoteliers and the information we receive helps us to better allocate HOT funds. Please email LeaAnn Dearman, LDearman@seabrooktx.gov, if you have questions. Council will be reviewing HOT funding applications at the March 18th meeting. All City Council meetings are open meetings and you are more than welcome to attend. All meetings begin at 7 p.m. at City Hall, 1700 First Street.

Email this form to LeaAnn Dearman at LDearman@SeabrookTX.gov

OR

Fax it attention LeaAnn Dearman to (281) 291-5690

All forms must be returned by Monday, March 3th at 5 p.m. in order for Council to review prior to their March 18th meeting.

FILE COPY

Seabrook Hotelier Event Survey for FY 2014/15 HOT Funding

The following information will help the City of Seabrook evaluate and distribute HOT funds to Seabrook event holders for the 2014/2015 Fiscal Year. Please complete and return by March 3, 2014. All information collected will be reviewed by an internal staff committee and also given to Council for review and consideration.

Hotel or Bed & Breakfast Name: **COMFORT SUITES SEABROOK (BEST WESTREN PLUS)**

Contact Name: **DAISY DEES**

Contact Phone: **(281) 2919090** Email: **DDEES@AMLIBERTY.COM**

- **Yachty Gras** – held each year around the Mardi Gras season – held on 2/9/2013
 - \$10,000 - Amount requested for FY 2014/115
 - \$1,500 - Amount Council allocated for FY 2013/14
- **Lucky Trail Marathon** – held around St. Patrick's Day each year – held on 3/16 & 3/17/2013
 - \$25,000 - Amount requested for FY 2014/15
 - \$25,000 – Amount Council allocated for FY 2013/14
- **Keels and Wheels** – held the first weekend in May each year – held on 5/4 & 5/5/2013
 - \$50,000 - Amount requested for FY 2014/15
 - \$50,000 - Amount allocated for FY 2013/14
- **Texas Outlaw Challenge** – held each June – held on 6/20 through 6/23/2013
 - \$25,000 - Amount requested for FY 2014/115
 - *\$12,500 - Amount allocated for FY 2013/14
 - *total amount conditional – will receive entire after 2014 event upon Council approval
- **Gulf Coast Film Festival** – held in September each year – held on 9/13 through 9/15/2013
 - \$2,000 to \$5,000 - Amount requested for FY 2013/14
 - \$2,000 - Amount allotted for FY 2012/13
- **Saltwater Derby** – held at the end of September or first of October – held on 10/14/2013
 - \$5,000 - Amount requested for FY 2014/15
 - \$5,000 - Amount allocated for FY 2013/14
- **Seabrook Festival of the Arts** – held each fall – held on 10/26 & 10/27/2013
 - \$15,000 - Amount requested for FY 2014/15
 - \$15,000 - Amount allocated for FY 2013/14
- **Lakewood Yacht Club Race Series (Bay Access)** – races held throughout the year
 - \$25,000 - Amount requested for FY 2014/15
 - \$10,000 - Amount allocated for FY 2013/14
- **J/Fest Southwest** – held each fall in October or November – held on 11/2 & 11/3/2013
 - \$15,000 - Amount requested for FY 2014/15
 - \$15,000 - Amount allotted for FY 2013/14

Please make one selection for each event.

Do you believe this event increases tourism activity in Seabrook?

Yachty Gras	☐ Yes	☒ No
Lucky Trail Marathon	☒ Yes	☐ No
Keels and Wheels	☒ Yes	☐ No
Texas Outlaw Challenge	☒ Yes	☐ No
Gulf Coast Film Festival	☐ Yes	☒ No
Saltwater Derby	☐ Yes	☒ No
Seabrook Festival of the Arts	☐ Yes	☒ No
Lakewood Yacht Club Race Series	☒ Yes	☐ No
J/Fest Southwest	☒ Yes	☐ No

Does this event put heads in beds in your hotel?

Yachty Gras	☐ Yes	☒ No
Lucky Trail Marathon	☒ Yes	☐ No
Keels and Wheels	☒ Yes	☐ No
Texas Outlaw Challenge	☒ Yes	☐ No
Gulf Coast Film Festival	☐ Yes	☒ No
Saltwater Derby	☐ Yes	☒ No
Seabrook Festival of the Arts	☐ Yes	☒ No
Lakewood Yacht Club Race Series	☒ Yes	☒ No
J/Fest Southwest	☐ Yes	☐ No

Do you believe funding should be increased, cut or remain the same for this event?

Yachty Gras	☐ Increased	☐ Cut	☒ No Change
Lucky Trail Marathon	☒ Increased	☐ Cut	☐ No Change
Keels and Wheels	☐ Increased	☐ Cut	☒ No Change
Texas Outlaw Challenge	☒ Increased	☐ Cut	☐ No Change
Gulf Coast Film Festival	☐ Increased	☐ Cut	☒ No Change
Saltwater Derby	☐ Increased	☐ Cut	☒ No Change
Seabrook Festival of the Arts	☐ Increased	☐ Cut	☒ No Change
Lakewood Yacht Club Race Series	☐ Increased	☐ Cut	☒ No Change
J/Fest Southwest	☐ Increased	☐ Cut	☒ No Change

Additional comments or remarks regarding events:

Yachty Gras

NO COMMENTS

Lucky Trail Marathon

NO COMMENTS

Keels and Wheels

NO COMMENTS

Texas Outlaw Challenge

NO COMMENTS

Gulf Coast Film Festival

NO COMMENTS

Saltwater Derby

NO COMMENTS

Seabrook Festival of the Arts

NO COMMENTS

Lakewood Yacht Club Race Series

NO COMMENTS

J/Fest Southwest

NO COMMENTS

Does your hotel track if guests are attending Seabrook events?

☒ Yes

☐ No

If Yes please describe the tracking system you currently have in place.

NO COMMENTS

The City of Seabrook values the input from our hoteliers and the information we receive helps us to better allocate HOT funds. Please email LeaAnn Dearman, ldearman@seabrooktx.gov, if you have questions. Council will be reviewing HOT funding applications at the March 18th meeting. All City Council meetings are open meetings and you are more than welcome to attend. All meetings begin at 7 p.m. at City Hall, 1700 First Street.

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OR

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All forms must be returned by Monday, March 3th at 5 p.m. in order for Council to review prior to their March 18th meeting.

Seabrook Hotelier Event Survey for FY 2014/15 HOT Funding

The following information will help the City of Seabrook evaluate and distribute HOT funds to Seabrook event holders for the 2014/2015 Fiscal Year. Please complete and return by March 3, 2014. All information collected will be reviewed by an internal staff committee and also given to Council for review and consideration.

Hotel or Bed & Breakfast Name: **HAMPTON INN HOUSTON NASA/JSC**

Contact Name: **VIANEY ORTEGA**

Contact Phone: **(281) 532-9200** Email: **VIANEY.ORTEGA@HILTON.COM**

- **Yachty Gras** – held each year around the Mardi Gras season – held on 2/9/2013
 - \$10,000 - Amount requested for FY 2014/15
 - \$1,500 - Amount Council allocated for FY 2013/14
- **Lucky Trail Marathon** – held around St. Patrick's Day each year – held on 3/16 & 3/17/2013
 - \$25,000 - Amount requested for FY 2014/15
 - \$25,000 – Amount Council allocated for FY 2013/14
- **Keels and Wheels** – held the first weekend in May each year – held on 5/4 & 5/5/2013
 - \$50,000 - Amount requested for FY 2014/15
 - \$50,000 - Amount allocated for FY 2013/14
- **Texas Outlaw Challenge** – held each June – held on 6/20 through 6/23/2013
 - \$25,000 - Amount requested for FY 2014/15
 - *\$12,500 - Amount allocated for FY 2013/14
 - *total amount conditional – will receive entire after 2014 event upon Council approval
- **Gulf Coast Film Festival** – held in September each year – held on 9/13 through 9/15/2013
 - \$2,000 to \$5,000 - Amount requested for FY 2013/14
 - \$2,000 - Amount allotted for FY 2012/13
- **Saltwater Derby** – held at the end of September or first of October – held on 10/14/2013
 - \$5,000 - Amount requested for FY 2014/15
 - \$5,000 - Amount allocated for FY 2013/14
- **Seabrook Festival of the Arts** – held each fall – held on 10/26 & 10/27/2013
 - \$15,000 - Amount requested for FY 2014/15
 - \$15,000 - Amount allocated for FY 2013/14
- **Lakewood Yacht Club Race Series (Bay Access)** – races held throughout the year
 - \$25,000 - Amount requested for FY 2014/15
 - \$10,000 - Amount allocated for FY 2013/14
- **J/Fest Southwest** – held each fall in October or November – held on 11/2 & 11/3/2013
 - \$15,000 - Amount requested for FY 2014/15
 - \$15,000 - Amount allotted for FY 2013/14

Please make one selection for each event.

Do you believe this event increases tourism activity in Seabrook?

Yachty Gras	☐ Yes	☒ No
Lucky Trail Marathon	☒ Yes	☐ No
Keels and Wheels	☒ Yes	☐ No
Texas Outlaw Challenge	☒ Yes	☐ No
Gulf Coast Film Festival	☐ Yes	☒ No
Saltwater Derby	☐ Yes	☒ No
Seabrook Festival of the Arts	☐ Yes	☒ No
Lakewood Yacht Club Race Series	☒ Yes	☐ No
J/Fest Southwest	☐ Yes	☒ No

Does this event put heads in beds in your hotel?

Yachty Gras	☐ Yes	☒ No
Lucky Trail Marathon	☒ Yes	☐ No
Keels and Wheels	☒ Yes	☐ No
Texas Outlaw Challenge	☒ Yes	☐ No
Gulf Coast Film Festival	☐ Yes	☒ No
Saltwater Derby	☐ Yes	☒ No
Seabrook Festival of the Arts	☐ Yes	☒ No
Lakewood Yacht Club Race Series	☒ Yes	☐ No
J/Fest Southwest	☐ Yes	☒ No

Do you believe funding should be increased, cut or remain the same for this event?

Yachty Gras	☐ Increased	☒ Cut	☐ No Change
Lucky Trail Marathon	☐ Increased	☐ Cut	☒ No Change
Keels and Wheels	☐ Increased	☒ Cut	☐ No Change
Texas Outlaw Challenge	☒ Increased	☐ Cut	☐ No Change
Gulf Coast Film Festival	☐ Increased	☒ Cut	☐ No Change
Saltwater Derby	☐ Increased	☒ Cut	☐ No Change
Seabrook Festival of the Arts	☐ Increased	☒ Cut	☐ No Change
Lakewood Yacht Club Race Series	☐ Increased	☐ Cut	☒ No Change
J/Fest Southwest	☐ Increased	☒ Cut	☐ No Change

Additional comments or remarks regarding events:

Yachty Gras

DO NOT SEE AN IMMEDIATE IMPACT IN HOTEL REVENUE OR TOURISM.

Lucky Trail Marathon

WE MADE NO MORE THAN \$1,500 IN ROOM REVENUE.

Keels and Wheels

WE BELIEVE WE GENERATED LESS THAN 5% REVENUE FROM THIS EVENT. FUNDING SHOULD BE DECREASED.

Texas Outlaw Challenge

INCREASE FUNDING. NOTICEABLE IMPACT IN THE COMMUNITY. SUBSTANTIAL TRAFFIC THROUGHOUT THE MARKET. ADVANCE BOOKINGS. VISIBLY THIS EVEN HAS MORE IMPACT THAN KEELS AND WHEELS.

Gulf Coast Film Festival

SAME AS YACHTY GRAS.

Saltwater Derby

SAME AS YACHTY GRAS.

Seabrook Festival of the Arts

SAME AS YACHTY GRAS.

Lakewood Yacht Club Race Series

MOSTLY LOCAL IMPACT.

J/Fest Southwest

NO IMMEDIATE IMPACT.

Does your hotel track if guests are attending Seabrook events?

☒ Yes ☐ No

If Yes please describe the tracking system you currently have in place.

- A. WE SETUP GROUP BLOCK FOR EACH SIGNIFICANT EVENT IN THE MARKET.
- B. WE LABEL ALL REGISTRATIONS FOR LOCAL TRACKING.
- c. MANAGEMENT TEAM EVALUATES EACH BOOKING AND FOLLOWS UP.

The City of Seabrook values the input from our hoteliers and the information we receive helps us to better allocate HOT funds. Please email LeaAnn Dearman, ldearman@seabrooktx.gov, if you have questions. Council will be reviewing HOT funding applications at the March 18th meeting. All City Council meetings are open meetings and you are more than welcome to attend. All meetings begin at 7 p.m. at City Hall, 1700 First Street.

Email this form to LeaAnn Dearman at LDearman@SeabrookTX.gov

OR

Fax it attention LeaAnn Dearman to (281) 291-5690

All forms must be returned by Monday, March 3th at 5 p.m. in order for Council to review prior to their March 18th meeting.

Friday, March 7, 2014 at 12:57:49 PM Central Standard Time

Subject: Re: Due TODAY - Seabrook Event Questionnaire

Date: Monday, March 3, 2014 at 1:31:42 PM Central Standard Time

From: Delaina Hanssen

To: LeaAnn Dearman

LeaAnn,

I did not receive any bookings from the Seabrook Events. Therefore, it should come as no surprise that I do not support funding these events. Although I have advertised these events on my website, my heads in beds come for anniversaries and birthday getaways. That is my clientele. Probably the hotels benefit from the family-type events.

I would like to know the status of the video for my property and when I will be able to add it to my advertisement.

Thank you.

Delaina Hanssen www.VisitBeaconHill.com 281-326-7643 <http://www.youtube.com/watch?v=HlpJLLwNVUM&feature=youtu.be>

-----Original Message-----

From: LeaAnn Dearman <ldearman@seabrooktx.gov>

Sent: Mon, Mar 3, 2014 10:42 am

Subject: Due TODAY - Seabrook Event Questionnaire

Please send me your response to the attached survey by 5 p.m. today. Your input on how we spend HOT funds on local events is very important and greatly appreciated it. Your response will be shared directly with the Seabrook City Council.

If you have any questions do not hesitate to ask.

Regards,

LeaAnn Dearman
Director of Communications
City of Seabrook

www.SeabrookTX.gov
LDearman@SeabrookTX.gov

(281) 291.5777 office
(432) 230.2616 cell
(281) 291.5690 fax

1700 First Street
Seabrook, TX 77586

From: LeaAnn Dearman <ldearman@seabrooktx.gov>

Date: Monday, February 24, 2014 at 12:27 PM

Cc: LeaAnn Dearman <ldearman@seabrooktx.gov>

Subject: Seabrook Event Questionnaire

Good Morning,

I hope you are doing well today. It is amazing how fast a year goes by! It is time again for me to review all our Seabrook events and make recommendations to Council about funding events for the 2014/2015 Fiscal Year.

I have attached a survey that I would like you to complete and return by Monday, March 3th. It is a very short survey outlining the events held in 2013 and asking if these events directly impacted your business.

Council will be reviewing my recommendations and event applications at the March 18th City Council Meeting. The meeting will be held at 7:00 p.m. and is open to the public, so if you would like to attend, please feel free.

Any input that you have is greatly appreciated and will relayed to Council for their consideration. If you have any questions please let me know.

Regards,

LeaAnn Dearman
Director of Communications
City of Seabrook

www.SeabrookTX.gov
LDearman@SeabrookTX.gov

(281) 291.5777 office
(432) 230.2616 cell
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1700 First Street
Seabrook, TX 77586

CERTIFICATION OF UNOPPOSED CANDIDATES FOR THE CITY OF SEABROOK FOR THE
MAY 10, 2014 GENERAL ELECTION

CERTIFICACIÓN DE CANDIDATOS ÚNICOS PARA UN ELECCIÓN REGULAR DE CIUDAD
DE SEABROOK DEL 10 DE MAYO DE 2014

TO: Mayor (Alcalde) (Thị Trường)

As the Authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the Seabrook General Election on May 10, 2014.

Como autoridad a cargo de la preparación de la boleta de votación oficial por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevaría a cabo el 10 de Mayo de 2014.

Mayor
Alcalde
Thị Trường

Glenn Royal

Councilperson, Position 2
Concejal, Posición 2
Ủy viên hội đồng, Vị Trí 2

Mike Giangrosso

Councilperson, Position 4
Concejal, Posición 4
Ủy viên hội đồng, Vị Trí 4

Melissa Botkin

Councilperson, Position 6
Concejal, Posición 6
Ủy viên hội đồng, Vị Trí 6

O. J. Miller

March 3, 2014

Michele L. Glaser, City Secretary

ORDINANCE NO. 2014-08
CANCELLATION OF THE MAY 10, 2014 GENERAL ELECTION

AN ORDINANCE CANCELLING THE SEABROOK GENERAL MUNICIPAL ELECTION SCHEDULED TO BE HELD ON MAY 10, 2014 IN ACCORDANCE WITH SECTION 2.053(A) OF THE TEXAS ELECTION CODE AS ALL CANDIDATES ARE UNOPPOSED.

WHEREAS, the City Council of the City of Seabrook ordered that a General Election would be held for the election of the Mayor and Councilpersons in Positions 2, 4 and 6 on May 10, 2014 by the passage of Ordinance No. 2014-04 on February 4, 2014; and

WHEREAS, the candidates listed below have filed for office; and

WHEREAS, the City Secretary, in accordance with Section 2.052, Texas Election Code, has certified to the City Council in writing that the subject candidates are unopposed for election to the subject offices; a copy of such Certification of Unopposed Candidates labeled Exhibit "A" which is attached hereto and made a part hereof; and

WHEREAS, no candidate's name was placed on a list of write-in candidates for any office under applicable law; now, therefore,

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

SECTION 1. FINDINGS OF FACT.

The City Council finds that the above statements are true and correct.

SECTION 2. CANCELLATION OF MAY 10, 2014 CITY ELECTION.

The City Council hereby cancels the General Municipal Election scheduled to be held on May 10, 2014 in the lobby of Seabrook City Hall, 1700 First Street, Seabrook, Texas in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby certified elected for three-year terms effective May 10, 2014 as follows:

Glenn Royal (incumbent)	Mayor
Mike Giangrosso (incumbent)	Councilperson, Position 2
Melissa Botkin	Councilperson, Position 4
O. J. Miller	Councilperson, Position 6

SECTION 3. POSTING OF CANCELLATION NOTICE.

The Order of Cancellation labeled Exhibit "B," which is attached hereto and made a part hereof, shall be posted on Election Day at the designated polling place that would have been used in this election.

SECTION 4. OATH OF OFFICE.

The above named officers shall take the oath of office during the official canvassing period between May 13 and May 21, 2014 in accordance with the Texas Election Code.

PASSED, APPROVED AND ADOPTED ON FIRST AND FINAL READING ON THE 18TH DAY OF MARCH 2014.

Glenn R. Royal, Mayor

ATTEST:

Michele L. Glaser, TRMC
City Secretary

APPROVED AS TO FORM:

Steven L. Weathered
City Attorney

ORDER OF CANCELLATION

The Seabrook City Council hereby cancels the election scheduled to be held on May 10, 2014 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

ORDEN DE CANCELACIÓN

El Concejo municipal de Seabrook por la presente cancela la elección que, de lo contrario, se hubiera celebrado el 10 de mayo de 2014 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

LỆNH HỦY BỎ

Theo đây Hội Đồng Thành Phố Seabrook hủy bỏ cuộc bầu cử được dự kiến tổ chức vào ngày 10 tháng Năm, 2014 chiếu theo Mục 2.053(a) của Bộ Luật Tuyển Cử Texas. Các ứng cử viên sau đây đã được xác nhận là không có đối thủ và theo đây được bầu chọn như sau:

Mayor	Glenn Royal
Alcalde	
Thị Trưởng	
Councilperson, Position 2	Mike Giangrosso
Concejal, Posición 2	
Ủy viên hội đồng, Vị Trí 2	
Councilperson, Position 4	Melissa Botkin
Concejal, Posición 4	
Ủy viên hội đồng, Vị Trí 4	
Councilperson, Position 6	O. J. Miller
Concejal, Posición 6	
Ủy viên hội đồng, Vị Trí 6	

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

Một bản sao của lệnh này sẽ được niêm yết vào Ngày Bầu Cử tại mỗi địa điểm bỏ phiếu lẽ ra sẽ được sử dụng trong cuộc bầu cử.

Date of Adoption / Fecha de adopción / Ngày Thông qua:
March 18, 2014 / 18 de marzo de 2014 / Ngày 18 tháng Ba, 2014

Glenn R. Royal, Mayor
Alcalde / Thị Trưởng

Michele L. Glaser, City Secretary
Secretaria de la Ciudad / Thư Ký Thành Phố

**CITY OF SEABROOK
ORDINANCE NO. 2014-09
BUDGET ORDINANCE
FY 2012-13**

AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2012 AND ENDING ON SEPTEMBER 30, 2013 FOR THE CITY OF SEABROOK.

WHEREAS, the City of Seabrook adopted the 2012-2013 budget by Ordinance No. 2012-19 and,

WHEREAS, the refinancing of bonds occurred in 2013 subsequent to the adoption of said budget requiring formal appropriations; now, therefore,

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

THAT, the 2012-13 Adopted Budget for the City of Seabrook for the period October 1, 2012 through September 30, 2013 is hereby amended as shown and described in Exhibit A which is hereby, attached and made a part of this Ordinance.

AND IT IS SO ORDERED.

PASSED, APPROVED, AND ADOPTED ON FIRST AND FINAL READING THIS THE 18th DAY OF MARCH, 2014.

GLENN R. ROYAL, MAYOR

ATTEST:

MICHELE L. GLASER, TRMC
CITY SECRETARY

Ordinance No. 2014-09 'Exhibit A'

DEBT SERVICE FUND

			<u>Original Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Revenue	808-9600	Refunding bonds issued	0	3,975,000	3,975,000
Expenditure	808-5471	Deposit to escrow	0	3,957,804	3,957,804

ACTION ITEM CHECK LIST STATUS

#	STATUS	DATE ASSIGNED	NEXT REVIEW DATE	PROPOSED CLOSURE DATE	RESPONSIBLE ORGANIZATION	City Council RESPONSIBILITY	PLANNING OBJECTIVE #	AGENDA ITEM NUMBER	DESCRIPTION OF ACTION ITEM	STATUS AND DATE
4	OPEN/IN WORK	12/4/2012			Staff/Council			6.1	Consider transportation alternatives from hotels to new cruise terminal.	Tabled on 12/3/13 for re-evaluation in six months.
5	OPEN/IN WORK	12/4/2012			Staff/P&Z			5.4	Ord. No. 2012-24, "Deleting Existing Point Overlay Sign Regulations" was tabled for staff & P&Z review.	P&Z recommended that future discussion/consideration be deferred until the waterfront improvements are complete.
19	OPEN/IN WORK	8/20/2013			City Manager			4.5	Coordinate and lead project to attempt to have Surf Oaks Drive dedicated to allow Precinct 2 to repave.	On 1/21 City Mgr reported that all residents have signed agreements and surveyor has been secured. As of 3/4, there are a couple of outstanding titles.
23	OPEN/IN WORK	12/3/2013			Mayor/ City Mgr.			5.1	Provide periodic updates on TxDOT's progress to improve/widen SH 146.	Last update on 3/4/14.
25	OPEN/IN WORK	1/21/2014			Council			5.1	Appointments to Charter Review & Master Review Commission in 7/14	Reminder to Council to begin looking for candidates.
26	OPEN/IN WORK	1/21/2014			City Manager & TxDOT			4.3	Determine if Option 1 is enforceable concerning left turns on SH 146 and write a letter to TxDOT asking for assistance in funding.	Chose Option 2 as Option 1 not enforceable. On 3/4 Mrs. Cook reported that TxDOT did not like Option 2 (defineators) due to maintenance costs. TxDOT considering whether to install curbs to prevent left turns.



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, MARCH 18, 2014

Submitter/Requestor:

Date Submitted: 3/6/2014 11:28:19 AM

Presenter: M. Glaser

Description/Subject:

New council members O.J. Miller and Melissa Botkin must be sworn in between Tuesday, May 13 and Wednesday, May 21. Three council members will be absent on May 20 due to their attendance at the Citizens in Space Program in Washington, D.C. Council could move the May 20 meeting to May 13. Because readings of ordinances must be two weeks apart, council could not entertain any second readings on May 13.

Purpose/Need: NA

Background/Issue(What prompted this need):

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

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

March calendar

April calendar

May calendar

Fiscal Impact:

Budgeted

Yes

Finance
Review:

Officer

Budget Amendment Required

Yes

Future/Ongoing Impact

Yes

Budget Dept/Line Item Number

Funding Comments:

Where on the agenda should this item be placed?

Routine Business

Suggested Motion:

Agenda Language:

Establish future meeting dates and agenda items including possible rescheduling of May Council meetings. (Council)

City Manager Review:

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

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

March 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Candidates Meeting 5 p.m.	4 Primary Election 7 am to 7 pm Council	5	6 Open Space 5 p.m.	7	8
9	10	11	12	13	14	15 Lucky Trails
16 Lucky Trails	17	18 Council	19 EDC	20 P&Z HCMCA	21	22
23	24	25	26 Ethics Review	27	28	29 Trash Bash
30	31					

April 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Council	2	3 Open Space	4 Council Work Session 8 a.m. to 3 p.m.	5
6	7	8	9	10 EDC	11	12
13	14	15 Council	16	17 P&Z	18 Holiday City Hall Closed	19 Easter Egg Hunt
20 Easter	21	22	23	24	25	26
27	28	29	30			

May 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Open Space & Trails	2	3 Keels & Wheels
4 Keels & Wheels	5	6 Council	7	8 EDC	9	10 Election Cancelled
11	12	13 First day to administer oath of office to new council members	14	15 P&Z HCMCA	16	17
18	19	20 Citizens in Space 5/20 To 5/23	21 Last day to ad- minister oath of office	22 Hurricane Workshop	23 Citizens in Space Ends	24
25	26 Memorial Day	27	28	29	30	31