

**SEABROOK CITY COUNCIL
NOTICE OF REGULAR CITY COUNCIL MEETING
TUESDAY, JUNE 16, 2015 - 7:00 PM**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY JUNE 16, 2015 AT 7:00 PM** IN THE SEABROOK CITY HALL COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TEXAS, **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

 ATTACHMENT 1

- 1.1 Presentation of Certificate of Merit to Officer Derrick Christensen. (Wright)
- 1.2 Presentation of the post event report regarding the recent Keels and Wheels event at Lakewood Yacht Club. (Fuller)
- 1.3 Presentation by Mr. Yousof Allam regarding waiver of civil penalties for 1430 Killdeer. (Landis)

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 EXECUTIVE SESSION

The City Council will now hold a closed executive meeting pursuant to the provisions of the open meetings Act, Charter 551, Government Code, and Vernon's Texas Codes Annotated, in accordance with the authority contained in one or more

of the following sections: Section 551.071, Consultation with Attorney; Section 551.072, Real Property; Section 551.073, Deliberation Regarding a Prospective Gift; Section 551.074, Personnel Matters; Section 551.076. Security Devices; and Section 551.087, Economic Development.

Section 551.071

- 3.1 Consult with attorney to receive legal advice to address legal issues associated with requested waiver of civil penalties, as provided by Section 551.071 of the Texas Government Code. (Cook)

4.0 OPEN MEETING

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

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

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

ATTACHMENT 2

- 5.1 Approve on first of two readings the proposed Resolution 2015-14, "Designation of 'Demolition Grant Project' for Authorized Economic Incentives. (Chavez)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, DESIGNATING THE DEMOLITION GRANT PROJECT FOR ECONOMIC INCENTIVES AND AS AN AUTHORIZED PROJECT OF THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION.

ATTACHMENT 3

- 5.2 Approve proposed Resolution 2015-17, "Authorization for Acquisition/Exchange of Real Property for the Current City Public Works Yard pursuant to sealed bid proposal". (Cook)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, AUTHORIZING PROCEEDING WITH THE SEALED BID RECEIVED FROM PACIFIC RIDGE DEVELOPMENT COMPANY, LLC FOR ACQUISITION/EXCHANGE OF CERTAIN REAL PROPERTY FOR THE CURRENT CITY PUBLIC WORKS YARD, APPROXIMATELY 3.405 ACRES OUT OF THE RITSON MORRIS SURVEY, ABSTRACT 52, HARRIS COUNTY, TEXAS, GENERALLY LOCATED ON LAKESIDE DRIVE AND SH 146), ("PUBLIC WORKS PROPERTY"), TO BE CONVEYED IN EXCHANGE FOR THE BID PROPERTY CONSISTING OF A TRACT OF LAND CONTAINING APPROXIMATELY 7.0899 ACRES SITUATED IN THE RITSON MORRIS SURVEY, A-52, HARRIS COUNTY, TEXAS, GENERALLY LOCATED ON LAKESIDE DRIVE WITH TERMINUS OF HUMBLE DRIVE ("EXCHANGE

PROPERTY; DETERMINING COMPLIANCE WITH APPLICABLE BIDDING PROCEDURE; FINDING THE PUBLIC NECESSITY FOR THE EXPENDITURE OF FUNDS, AUTHORIZING THE CITY MANAGER TO PROCEED WITH THE NECESSARY DUE DILIGENCE FOR EVALUATION OF PROCEEDING WITH THE EXCHANGE AND ACQUISITION OF THE SUBJECT PROPERTIES PURSUANT TO THE BID RECEIVED, INCLUDING A LEASE BACK TO THE CITY FOR THE PUBLIC WORKS PROPERTY FOR A DEFINED TIME/TERMS; ALL SPECIFICALLY SUBJECT TO CITY COUNCIL APPROVAL, IN COMPLIANCE WITH ALL APPLICABLE LAWS, REGULATIONS AND CHARTER REQUIREMENTS; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

ATTACHMENT 4

- 5.3 Approve proposed Resolution 2015-16, "Appointment of the Planning and Zoning Commission as the Capital Improvements Advisory Committee". (Landis)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, APPOINTING THE SEABROOK PLANNING AND ZONING COMMISSION AS THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE AS PERMITTED BY THE TEXAS LOCAL GOVERNMENT CODE, CHAPTER 395.

ATTACHMENT 5

- 5.4 Approve Monthly Public Safety Report for May 2015. (Wright)

ATTACHMENT 6

- 5.5 Approve Monthly Building Report for May 2015. (Landis)

ATTACHMENT 7

- 5.6 Approve the minutes of the May 14, 2015 Special Joint Meeting of the City Council, the Seabrook Economic Development Corporation and the Comprehensive Master Plan Review Commission. (Glaser)

ATTACHMENT 8

- 5.7 Approve the minutes of the June 2, 2015 regular City Council meeting. (Glaser)

ATTACHMENT 9

- 5.8 Ratify the city manager's re-appointment of John Chisler to the Civil Service Commission for a three-year term ending in June 2018. (Cook)
- 5.9 Appoint Thom Kolupski to the Master Plan Review Commission to fill position vacated by Glenna Adovasio. (Council)
- 5.10 Reappoint John Dolan and Sue Langgard as regular members to the Zoning Board of Adjustment for terms ending January 2017. (Council)

 ATTACHMENT 10

- 5.11 Reappoint Helen Burton, Sally Antrobus, John Coggeshall, Debra Harper, David Popken and Karen Tisdell to the Open Space and Trails Committee with terms ending in June 2018. (Council)

END OF CONSENT AGENDA

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

 ATTACHMENT 11

- 6.1 Consider approval of waiver of \$28,500.00 in civil penalties for property located at 1430 Killdeer. (Landis)

 ATTACHMENT 12

- 6.2 Consider approval of a new Seabrook City Event and proposed budget for the month of November 2015 along Second Street area. (Cook and Dearman)

 ATTACHMENT 13

- 6.3 Consider approval of a lease proposal in an amount not to exceed \$20,000 for the FY 2014-15 for decorative Christmas lighting along Second Street for the 2015 Christmas season. This is an unbudgeted item. (Cook)

 ATTACHMENT 14

- 6.4 Consider approval of the Seabrook Strategic Plan 2015 by Ron Cox of Ron Cox Consulting and City Directors. (Cook)

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

 ATTACHMENT 15

- 7.1 Approve the Action Items Checklist which is attached and made a part of this agenda. (Council)

 ATTACHMENT 16

- 7.2 Establish future meeting dates and agenda items. (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, June 12, 2015 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Meredith Brant, TRMC
Assistant City Secretary



CITY OF SEABROOK

AGENDA BRIEFING

Date of Meeting: June 16

Submitter/Requestor: Chief Wright

Date Submitted: June 9, 2014

Presenter: N/A

Description/Subject: *Presentation "Certificate of Merit" to Officer Derrick Christensen*

Purpose/Need: Policy Issue ☐ Administrative Issue ☒ X: The public safety agencies will show activity through the statistical data monthly.

Background/Issue:

Officer Christensen displayed vigilant action in the apprehension of an escaping felon.

Impacted Parties (Expected/Notified):

Miscellaneous Comments:

Recommended Action:

Attachments: See Attached Letter from the District Attorney's Office

Fiscal Impact: Budgeted ☐ Yes ☐ No
Budget Amendment Required ☐ Yes ☐ No
Future/Ongoing Impact ☐ Yes ☐ No

Finance Officer Review:

Budget Dept/Line Item Number _____

Funding Comments:

Where on the agenda should this item be placed?

CONSENT AGENDA

Suggested Motion:

Agenda Briefing Form
Page 2

City Manager Review:

- ☐ Approved as submitted
- ☐ Submitted for Council consideration without comment
- ☐ Submitted for Council consideration with comments stated below:

(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.)

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) _____

All requests must be submitted to the City Secretary's Office no later than 5:00 p.m. on the Wednesday preceding the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Belinda Hill
First Assistant



Criminal Justice Center
1201 Franklin, Suite 600
Houston, Texas 77002-1901

HARRIS COUNTY DISTRICT ATTORNEY
DEVON ANDERSON

May 21, 2015

To Chief Wright and the Seabrook Police Department,

I am writing in recognition of Officer Derrick Christensen of the Seabrook Police Department. His service to our County and Court went above and beyond today.

Officer Christensen appeared in the 337th District Court of Harris County, Texas, to testify in a Motion to Revoke Probation Hearing for a felony DWI traffic stop he made back in November of 2014. In addition to being helpful and responsive the entire time that case was pending, he was crucial in securing a six year sentence against that Defendant during the hearing.

Before the hearing began, a Defendant in an unrelated case received a fourteen year sentence. Rather than going with the bailiffs, the Defendant attempted to escape custody, running towards the back exit door of the Courtroom. While our bailiffs were in pursuit, they had not yet caught up to the Defendant. As Officer Christensen entered the Courtroom, he reacted immediately and instantaneously, apprehending a very violent, angry, and determined Defendant. A struggle ensued during which Officer Christensen's assistance was instrumental in taking the Defendant into custody. This was a very difficult and physical scene, as the Defendant continued to fight the officers, even breaking our bailiff's glasses. It was also a very public scene as our Courtroom was full of attorneys, court staff, other Defendants and their family members, as well as our Judge.

Had Officer Christensen not responded so instinctively and responsibly, the safety and security in our Court, and possibly the entire Courthouse, would have been in jeopardy. I am very appreciative of his service to both your Department and our County. While he is just beginning his career with the Seabrook Police Department, his actions here today demonstrate that he is extremely competent and has a bright future in law enforcement.

Many thanks,

Chelsi Honeycutt
Assistant District Attorney
337th District Court
Harris County, Texas

**CITY OF SEABROOK
RESOLUTION NO. 2015-14**

**DESIGNATION OF “DEMOLITION GRANT PROJECT” FOR AUTHORIZED
ECONOMIC INCENTIVES**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,
DESIGNATING THE DEMOLITION GRANT PROJECT FOR ECONOMIC
INCENTIVES AND AS AN AUTHORIZED PROJECT OF THE SEABROOK
ECONOMIC DEVELOPMENT CORPORATION**

WHEREAS, on January 18, 1992, the voters of the City of Seabrook authorized the City of Seabrook to adopt a one-half cent sales and use tax to pay for the costs of projects authorized by Section 4B of Article 5190.6, V.T.C.S., as amended, and to pay for the principal and interest of bonds or other obligations issued to pay the costs of such designated projects; and

WHEREAS, the Seabrook Economic Development Corporation (“SEDC”) was established to oversee the expenditures of tax monies, and bylaws were established for the operation of the SEDC; and

WHEREAS, the SEDC has analyzed potential projects that will meet the enabling legislation’s purposes and assist it in attracting new businesses, expanding existing businesses, creating jobs, and assisting in other statutorily authorized economic development programs; and

WHEREAS, the SEDC has determined that the creation of economic incentives for the Project, as delineated in the Demolition Grant Guidelines is authorized under Texas Local Government Code Sections 501.101, 505.155, 505.158, and 505.302, and is being used for the purpose of promoting new and expanded business enterprises in or near the City of Seabrook; and

WHEREAS, the SEDC met on April 9, 2015, and at that time took formal action to support and approve funding of a proposed demolition project, with contemplated expenditures to exceed \$10,000, to assist in the removal of substandard commercial structures within the City of Seabrook in accordance with certain guidelines, to assist eligible property owners, within a specified amount, with SEDC grants not to exceed \$20,000 or 85% of eligible project costs, whichever is less, for each individual qualifying request, (“Project”); and

WHEREAS, a public hearing was conducted by the SEDC on June 11, 2015 to receive public input for such Project; and

WHEREAS, the SEDC has determined to proceed with the subject Project, subject to City Council approval of same in accordance with law; and

WHEREAS, the City Council (the “City”) desires to encourage the development or redevelopment within the city limits of the City of Seabrook, by specifically including the Demolition Grant Project (“Project”) as approved by the SEDC, as described in the Demolition Grant Guidelines, attached hereto as Exhibit A; and

Resolution No. 2015-14
Page 2

WHEREAS, the City Council finds that the incentives by the SEDC, as provided herein will be reasonably likely to contribute to new or expanded business enterprises and the potential of the creation or retention of primary jobs, as provided by Chapters 501 and 505 of the Texas Local Government Code;

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

Section 1. That the facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

Section 2. That the Demolition Grant Project ("Project"), as approved by the Seabrook Economic Development Corporation ("SEDC") as described in the Demolition Grant Guidelines, is hereby approved by the City Council of the City of Seabrook.

ADOPTED AND APPROVED this the 16th day of June 2015.

PASSED, APPROVED, AND ADOPTED on second and final reading this 7th day of July 2015.

CITY OF SEABROOK, TEXAS

BY: _____
Glenn R Royal, Mayor

ATTEST:

Michele L. Glaser, TRMC
City Secretary

**CITY OF SEABROOK
RESOLUTION 2015-17**

**AUTHORIZATION FOR ACQUISITION/EXCHANGE OF REAL
PROPERTY FOR THE CURRENT CITY PUBLIC WORKS YARD
PURSUANT TO SEALED BID PROPOSAL**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, AUTHORIZING PROCEEDING WITH THE SEALED BID RECEIVED FROM PACIFIC RIDGE DEVELOPMENT COMPANY, LLC FOR ACQUISITION/EXCHANGE OF CERTAIN REAL PROPERTY FOR THE CURRENT CITY PUBLIC WORKS YARD, APPROXIMATELY 3.405 ACRES OUT OF THE RITSON MORRIS SURVEY, ABSTRACT 52, HARRIS COUNTY, TEXAS, GENERALLY LOCATED ON LAKESIDE DRIVE AND SH 146), ("PUBLIC WORKS PROPERTY"), TO BE CONVEYED IN EXCHANGE FOR THE BID PROPERTY CONSISTING OF A TRACT OF LAND CONTAINING APPROXIMATELY 7.0899 ACRES SITUATED IN THE RITSON MORRIS SURVEY, A-52, HARRIS COUNTY, TEXAS, GENERALLY LOCATED ON LAKESIDE DRIVE WITH TERMINUS OF HUMBLE DRIVE ("EXCHANGE PROPERTY; DETERMINING COMPLIANCE WITH APPLICABLE BIDDING PROCEDURE; FINDING THE PUBLIC NECESSITY FOR THE EXPENDITURE OF FUNDS, AUTHORIZING THE CITY MANAGER TO PROCEED WITH THE NECESSARY DUE DILIGENCE FOR EVALUATION OF PROCEEDING WITH THE EXCHANGE AND ACQUISITION OF THE SUBJECT PROPERTIES PURSUANT TO THE BID RECEIVED, INCLUDING A LEASE BACK TO THE CITY FOR THE PUBLIC WORKS PROPERTY FOR A DEFINED TIME/TERMS; ALL SPECIFICALLY SUBJECT TO CITY COUNCIL APPROVAL, IN COMPLIANCE WITH ALL APPLICABLE LAWS, REGULATIONS AND CHARTER REQUIREMENTS; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBIC AS REQUIRED BY LAW.

WHEREAS, the City Council of the City of Seabrook has considered the need to exchange the current Public Works Yard property (approximately 3.405 acres out of the Ritson Morris Survey, Abstract 52, Harris County, Texas, generally located on Lakeside Dive and State Highway 146), (the "Public Works Property"), for suitable property in close proximity for an exchange; and

Resolution 2015-17
Page 2

46 **WHEREAS**, previously, the City, after approval of the City Council of the City of
47 Seabrook, determined to update its notice for publication of its intent to seek exchange property
48 for the Public Works Property, and pursuant to Section 272 of the Texas Local Government
49 Code, did republish on two separate dates in a newspaper of general circulation in Harris County,
50 Texas, where the Public Works Yard is located, a revised notice that included a description of the
51 Public Works Property, current requests for use of right of way associated with the subject
52 property, its location, revised requirements for suitable exchange property, and the procedure by
53 which sealed bids to exchange the property may be submitted; and

54
55 **WHEREAS**, the City Council of the City of Seabrook at a meeting on June 2, 2015,
56 considered the bid submitted by Pacific Ridge Development Company, LLC, (the "Bid")
57 wherein exchange property of approximately 7.0899 acres situated in the Ritson Morris Survey,
58 A-52, Harris County, Texas, generally located on Lakeside Drive with terminus of Humble
59 Drive, ("the Exchange Property") with offer of a lease back of the City Property under general
60 terms was addressed; and

61
62 **WHEREAS**, the City Council, for better evaluation of the bid, has determined to
63 authorize the City Manager of the City of Seabrook, Texas to proceed with due diligence for
64 determination of proceeding with the subject exchange of the Public Works Property for the
65 Exchange Property, (with lease back of the Public Works Property for relocation of City assets
66 for a definite time/term), including the authorization of the expenditure of funds to obtain, as
67 determined necessary, a legal survey, a title commitment, related appraisal(s) and such other due
68 diligence determined necessary to proceed with the subject bid for the property exchange, and to
69 report back to City Council for authorization to proceed with the subject Exchange; and

70
71 **WHEREAS**, it is the specific intent of the City Council of the City of Seabrook to
72 comply with all legal requirements for the Bid and acquisition/exchange of the subject
73 properties, specifically including the Seabrook Charter; and

74
75 **WHEREAS**, the City Council of the City of Seabrook finds and determines that
76 providing authorization to the City Manager to immediately expend funds for the associated due
77 diligence as provided herein is now appropriate;

78
79 **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE**
80 **CITY OF SEABROOK, TEXAS:**

81
82 **Section 1.** That the City Council of Seabrook hereby officially finds and determines
83 that the meeting at which this Resolution is passed is open to the public as required by law and
84 that public notice of the time, place, and purpose of said meeting was given as required. The
85 facts and matters set forth in the preamble of this Resolution are hereby found to be true and
86 correct.

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Page 3

Section 2. A public purpose and necessity exists for the City of Seabrook to expend funds for proceeding with the due diligence determined necessary for further evaluation of City Council for exchange of the Public Works Property for the Exchange Property.

Section 3. The City Manager is hereby immediately authorized to expend funds for due diligence determined necessary for further evaluation by City Council for evaluation of the Bid for proceeding with the subject Exchange.

PASSED AND APPROVED this 16th day of June, 2015.

Glenn Royal, Mayor

ATTEST:

Michele L. Glaser, TRMC
City Secretary

APPROVED AS TO FORM:

Steven L. Weathered
City Attorney

CITY OF SEABROOK
RESOLUTION NO. 2015-16
APPOINTMENT OF THE PLANNING AND ZONING COMMISSION
AS THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,
APPOINTING THE SEABROOK PLANNING AND ZONING COMMISSION AS THE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE AS PERMITTED BY THE TEXAS
LOCAL GOVERNMENT CODE, CHAPTER 395

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

Section 1. The City Council hereby appoints the Seabrook Planning and Zoning
Commission as the Capital Improvements Advisory Committee in accordance with Local
Government Code, Chapter 395, Section 395.058. The Advisory Committee shall review the
city's capital improvements plan and impact fees in accordance with the Local Government
Code, Chapter 395.

Section 2: This Resolution shall take effect immediately from and after its passage by
the City Council of the City of Seabrook.

INTRODUCED, READ and PASSED by the affirmative vote of the City Council of the
City of Seabrook this the 16th day of June 2015.

GLENN R. ROYAL, MAYOR

ATTEST:

Michele L. Glaser, TRMC
City Secretary



CITY OF SEABROOK

AGENDA BRIEFING

Date of Meeting: June 16

Submitter/Requestor: Chief Wright

Date Submitted: June 8, 2015

Presenter: N/A

Description/Subject: *Monthly Public Safety Statistics Report May 2014*

Purpose/Need: Policy Issue ☐ Administrative Issue ☒ The public safety agencies will show activity through the statistical data monthly.

Background/Issue:

Mayor and City Council request a monthly report for the activity of the public safety agencies for the city. The reports are created by the individual agencies and submitted by the Chief of Police.

Impacted Parties (Expected/Notified):

Miscellaneous Comments:

Recommended Action:

Attachments:

Police Department Report, Fire Department Report, CLEMC Report

Fiscal Impact: Budgeted ☐ Yes ☐ No
Budget Amendment Required ☐ Yes ☐ No
Future/Ongoing Impact ☐ Yes ☐ No

Finance Officer Review:

Budget Dept/Line Item Number _____

Funding Comments:

Where on the agenda should this item be placed?

CONSENT AGENDA

Agenda Briefing Form
Page 2

Suggested Motion:

City Manager Review:

- ☐ Approved as submitted
- ☐ Submitted for Council consideration without comment
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(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

Received and accepted by the City Secretary/Assistant _____

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Council Stat Report 5/1/2015 - 5/31/2015

Offense Data

ASSAULT BY CONTACT F/VIO	7
(FSGI) ACCIDENT INVOLVING DAMAGE TO VEHICLE- CLASS B	2
BURGLARY OF HABITATION / FORCIBLE ENTRY	2
CREDIT CARD OR DEBIT CARD ABUSE	2
CRIMINAL MISCHIEF	2
INFORMATION REPORT	2
MISSING PERSON	2
THEFT	2
UNAUTHORIZED USE OF A VEHICLE (AUTO)	2
ACCIDENT - FLEET	1
ASSAULT BY THREAT	1
ASSAULT CAUSES BODILY INJURY- (FAMILY VIOLENCE)	1
BURGLARY OF HABITATION / NON-FORCED	1
BURGLARY OF MOTOR VEHICLE	1
CRIMINAL TRESPASS	1
DEATH INVESTIGATION	1
DISPLAY OR POSSESS FICTITIOUS DL OR ID	1
DRIVING WHILE INTOXICATED	1
FAIL TO GIVE INFORMATION - UNATTENDED VEHICLE	1
FAILURE TO IDENTIFY	1
FALSE REPORT TO PEACE OFFICER OR LAW ENFORCEMENT EMPLOYEE	1
FRAUDULENT USE/POSSESSION OF IDENTIFYING INFORMATION	1
HARASSMENT	1
POSSESSION OF DRUG PARAPHERNALIA	1
POSSESSION OF MARIJUANA	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 1	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 3	1
PUBLIC INTOXICATION	1
Total Offense Reports:	42

Arrest Data

PUBLIC INTOXICATION	23
WARRANT - AGENCY	20
WARRANT - OTHER AGENCY	10
POSSESSION OF DRUG PARAPHERNALIA	7
NO DL	6
DRIVING WHILE LICENSE INVALID (C)	5
ASSAULT BY CONTACT	4
DRIVING WHILE INTOXICATED	3
FAIL TO MAINTAIN SINGLE LANE	3
EXPIRED LICENSE PLATES	2
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY - C	2
FAILURE TO IDENTIFY	2
UNSAFE START OF PARKED VEHICLE	2
ASSAULT CAUSES BODILY INJURY- (FAMILY VIOLENCE)	1
CRIMINAL MISCHIEF	1
DEFECTIVE LICENSE PLATE LIGHT	1
DEFECTIVE TAIL LAMPS	1
DISORDERLY CONDUCT #1 - ABUSIVE LANGUAGE	1
DISORDERLY CONDUCT #5 - LOUD NOISE	1
DISPLAY OR POSSESS FICTITIOUS DL OR ID	1
DROVE W/O HEADLIGHTS	1
FAIL TO CHANGE ADDRESS ON DL	1
FAIL TO OBTAIN TEXAS DL WITHIN 90 DAYS	1
FAIL TO SIGNAL LANE CHANGE	1
FALSE ALARM OR REPORT	1
NO FRONT LICENSE PLATE OR INSIGNIA	1
POSSESSION DANGEROUS DRUG	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 1	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 3	1
THEFT	1
TRAFFIC OFFENSE	1
TURN WHEN UNSAFE	1
UNSAFE SPEED	1
Total Arrests:	77
Total Charges:	109

CALL FOR SERVICE DATA

TRAFFIC STOP	643
SUSPICIOUS CIRC PERSON VEHICLE	115
CVE INSPECTION	48
MINOR ACCIDENT	47
ASSIST BY LAW	43
ALARM BURGLAR	41
DISTURBANCE	36
INTOXICATED DRIVER PERSON	26
LOUD MUSIC NOISE	25
RECKLESS DRIVER CONDUCT	25
WELFARE CONCERN	21
PARKING VIOLATION	15
TRAFFIC HAZ PROB DIRECT RELAT	15
ASSIST CITIZEN	14
911 HANG UP	12
DISABLED VEHICLE	12
FOLLOW UP	12
CIVIL PROBLEM STANDBY	10
CRIMINAL MISCHIEF	10
FLAGDOWN	10
THEFT	9
TRESPASS	9
Z ANIMAL IN TRAP OR CONTAINED	8
HARASSMENT	7
Z ANIMAL AT LARGE	7
BURGLARY	6
LOST MISSING RECOVERED ABDUCTD	6
ABUSE NEGLECT CHILD ELDERLY	5
ASSAULT	5
VIOLATION CITY ORDINANCE	5
ACCIDENT MAJOR	3
FRAUD	3
ID THEFT	3
UNAUTHORIZED USE OF M/V	3
Z ANIMAL CARCASS	3
Z ANMAL CONTROL PROBLEM ACO	3
Z WILDLIFE ANIMAL CONTROL	3
ALARM HOLD UP	2
ALARM PANIC	2
ANIMAL CONTROL PROBLEM	2
WARRANT SERVICE	2
DEATH INVESTIGATION	1
POLICE PURSUIT	1
PRISONER PROCESS	1
STRUCTURE FIRE	1
VEHICLE IN THE DITCH	1
Z ANIMAL BITE	1
Z FOLLOW UP ANIMAL CONTROL	1
Z PICK UP ANIMAL TRAP	1
Total CFS:	1284

Council Stat Report

5/1/2015 - 5/31/2015

Offense Data

ASSAULT BY CONTACT FVIO	7
(FSGI) ACCIDENT INVOLVING DAMAGE TO VEHICLE- CLASS B	2
BURGLARY OF HABITATION / FORCIBLE ENTRY	2
CREDIT CARD OR DEBIT CARD ABUSE	2
CRIMINAL MISCHIEF	2
INFORMATION REPORT	2
MISSING PERSON	2
THEFT	2
UNAUTHORIZED USE OF A VEHICLE (AUTO)	2
ACCIDENT - FLEET	1
ASSAULT BY THREAT	1
ASSAULT CAUSES BODILY INJURY- (FAMILY VIOLENCE)	1
BURGLARY OF HABITATION / NON-FORCED	1
BURGLARY OF MOTOR VEHICLE	1
CRIMINAL TRESPASS	1
DEATH INVESTIGATION	1
DISPLAY OR POSSESS FICTITIOUS DL OR ID	1
DRIVING WHILE INTOXICATED	1
FAIL TO GIVE INFORMATION - UNATTENDED VEHICLE	1
FAILURE TO IDENTIFY	1
FALSE REPORT TO PEACE OFFICER OR LAW ENFORCEMENT EMPLOYEE	1
FRAUDULENT USE/POSSESSION OF IDENTIFYING INFORMATION	1
HARASSMENT	1
POSSESSION OF DRUG PARAPHERNALIA	1
POSSESSION OF MARIJUANA	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 1	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 3	1
PUBLIC INTOXICATION	1
Total Offense Reports:	42

Arrest Data

PUBLIC INTOXICATION	23
WARRANT - AGENCY	20
WARRANT - OTHER AGENCY	10
POSSESSION OF DRUG PARAPHERNALIA	7
NO DL	6
DRIVING WHILE LICENSE INVALID (C)	5
ASSAULT BY CONTACT	4
DRIVING WHILE INTOXICATED	3
FAIL TO MAINTAIN SINGLE LANE	3
EXPIRED LICENSE PLATES	2
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY - C	2
FAILURE TO IDENTIFY	2
UNSAFE START OF PARKED VEHICLE	2
ASSAULT CAUSES BODILY INJURY- (FAMILY VIOLENCE)	1
CRIMINAL MISCHIEF	1
DEFECTIVE LICENSE PLATE LIGHT	1
DEFECTIVE TAIL LAMPS	1
DISORDERLY CONDUCT #1 - ABUSIVE LANGUAGE	1
DISORDERLY CONDUCT #5 - LOUD NOISE	1
DISPLAY OR POSSESS FICTITIOUS DL OR ID	1
DROVE W/O HEADLIGHTS	1
FAIL TO CHANGE ADDRESS ON DL	1
FAIL TO OBTAIN TEXAS DL WITHIN 90 DAYS	1
FAIL TO SIGNAL LANE CHANGE	1
FALSE ALARM OR REPORT	1
NO FRONT LICENSE PLATE OR INSIGNIA	1
POSSESSION DANGEROUS DRUG	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 1	1
POSSESSION OF SUBSTANCE IN PENALTY GROUP 3	1
THEFT	1
TRAFFIC OFFENSE	1
TURN WHEN UNSAFE	1
UNSAFE SPEED	1
Total Arrests:	77
Total Charges:	109

CALL FOR SERVICE DATA

TRAFFIC STOP	643
SUSPICIOUS CIRC PERSON VEHICLE	115
CVE INSPECTION	48
MINOR ACCIDENT	47
ASSIST BY LAW	43
ALARM BURGLAR	41
DISTURBANCE	36
INTOXICATED DRIVER PERSON	26
LOUD MUSIC NOISE	25
RECKLESS DRIVER CONDUCT	25
WELFARE CONCERN	21
PARKING VIOLATION	15
TRAFFIC HAZ PROB DIRECT RELAT	15
ASSIST CITIZEN	14
911 HANG UP	12
DISABLED VEHICLE	12
FOLLOW UP	12
CIVIL PROBLEM STANDBY	10
CRIMINAL MISCHIEF	10
FLAGDOWN	10
THEFT	9
TRESPASS	9
Z ANIMAL IN TRAP OR CONTAINED	8
HARASSMENT	7
Z ANIMAL AT LARGE	7
BURGLARY	6
LOST MISSING RECOVERED ABDUCTD	6
ABUSE NEGLECT CHILD ELDERLY	5
ASSAULT	5
VIOLATION CITY ORDINANCE	5
ACCIDENT MAJOR	3
FRAUD	3
ID THEFT	3
UNAUTHORIZED USE OF M/V	3
Z ANIMAL CARCASS	3
Z ANMAL CONTROL PROBLEM ACO	3
Z WILDLIFE ANIMAL CONTROL	3
ALARM HOLD UP	2
ALARM PANIC	2
ANIMAL CONTROL PROBLEM	2
WARRANT SERVICE	2
DEATH INVESTIGATION	1
POLICE PURSUIT	1
PRISONER PROCESS	1
STRUCTURE FIRE	1
VEHICLE IN THE DITCH	1
Z ANIMAL BITE	1
Z FOLLOW UP ANIMAL CONTROL	1
Z PICK UP ANIMAL TRAP	1
Total CFS:	1284

CLEMC REPORT **Seabrook Stats Report APR15**

	Mar-15	Apr-15	Apr-15	3 Month Total
Allergic Reaction	0	0	0	0
Assist by EMS	2	5	2	9
Attempted Suicide	5	5	6	16
Breathing problems	3	4	2	9
Choking	0	0	0	0
CPR	1	3	0	4
CVA	2	1	0	3
Death Investigation	1	0	0	1
Diabetic	2	2	3	7
Drowning	0	0	0	0
Heart problems/pain	4	3	5	12
Injured person	16	26	20	62
Motor Vehicle Incidents	8	4	5	17
Medical Alert Alarm	0	0	0	0
OB Baby Call	0	0	0	0
Overdose	0	3	4	7
Seizure	2	7	1	10
Sick Call	16	24	18	58
Trauma Gunshot/Stabbing	0	0	0	0
fire stand-by	0	2	1	3
Unconscious	0	1	3	4
Total	62	90	70	222

Response Time

5MIN14Sec

5MIN54Sec

6MIN03Sec

Average Response Time
5Min44Sec



CITY OF SEABROOK

AGENDA BRIEFING

Date of Meeting: June 16, 2015

Submitter/Requestor: Sean Landis

Presenter: Sean Landis

Description/Subject: Monthly Building Department Report for May 2015.

Purpose/Need: Policy Issue ☐ Administrative Issue ☐

Background/Issue (What prompted this need?): None

Impacted Parties (Expected/Notified): Council, Staff & citizens

Miscellaneous Comments:

**In the month of May, there were three (3) residential permits issued totaling \$1,005,884.00
No new commercial permits were issued in May.**

Recommended Action:

Attachments:

- Monthly Permitting report page for May
- 2014-2015 Year to Date report
- Code Enforcement and Building Inspection report for May
- Fire Marshal Inspection report for May

Fiscal Impact: Budgeted _____ Yes _____ No
Budget Amendment Required _____ Yes _____ No
Future/Ongoing Impact _____ Yes _____ No

Finance Officer Review:

Budget Dept/Line Item Number _____

Funding Comments:

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

Suggested Motion:

City Manager Review:

- ☐ Approved as submitted
- ☐ Submitted for Council consideration without comment
- ☐ Submitted for Council consideration with comments stated below:

(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.)

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) _____

All requests must be submitted to the City Secretary's Office no later than 5:00 p.m. on the Wednesday preceding the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Building Department Statistics May 2015

PERMIT TYPES	# ISSUED	VALUATION	FEES PAID
New Residential	3	\$1,005,884.00	\$5,247.00
Building Additions	10	\$132,206.00	\$1,410.00
New Commercial	0	\$0.00	\$0.00
Commercial Additions	3	\$53,000.00	\$782.50
New City	0	\$0.00	\$0.00
City Additions	0	\$0.00	\$0.00
Electrical	10	\$17,930.00	\$413.00
Fill	3	\$1,500.00	\$600.00
Irrigation	1	\$2,000.00	\$77.50
Mechanical	28	\$620,327.60	\$9,603.00
Plumbing	12	\$246,865.00	\$425.00
Sign	1	\$5,500.00	\$150.00
Demolition	0	\$0.00	\$0.00
Fire/Sprinkler	1	\$170,000.00	\$1,972.00
Miscellaneous	4	\$239,726.00	\$255.00
TOTALS	76	\$2,494,938.60	\$20,935.00

Building Department Statistics
Fiscal Year 2014-2015

Date	New Residential		Residential Additions & Pools		Commercial New & Additions		City Projects New & Additions		*Miscellaneous		Electrical		Irrigation		Mechanical		Plumbing		Monthly Totals		Last Year Totals	
	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#	Valuation	#		#	
October	2	\$500,000.00	15	\$115,171.81	2	\$81,550.00	0	\$0.00	4	\$49,820.58	12	\$ 78,198.00	1	\$11,000.00	14	\$ 164,948.05	17	\$ 177,785.00	67	\$1,178,473.44	52	\$ 1,875,649.25
November	2	\$737,666.07	12	\$172,288.01	1	\$5,000.00	0	\$0.00	8	\$82,630.00	12	\$ 61,349.00	1	\$1,037.00	4	\$ 16,673.30	13	\$ 97,374.00	53	\$1,174,017.38	58	\$ 601,737.83
December	2	\$406,936.50	8	\$269,588.00	4	\$10,175,324.00	0	\$0.00	6	\$24,360.00	8	\$ 551,460.00	2	\$2,728.00	8	\$ 86,891.30	14	\$ 554,270.00	52	\$12,071,557.80	56	\$ 1,183,504.55
January	1	\$846,716.00	8	\$108,945.00	3	\$288,203.53	0	\$0.00	2	\$9,900.00	11	\$ 413,980.00	1	\$3,100.00	9	\$ 188,313.44	30	\$2,952,798.25	65	\$4,811,956.22	36	\$ 145,896.60
February	1	\$550,112.00	14	\$330,932.38	4	\$132,696.97	0	\$0.00	7	\$139,061.00	30	\$1,871,650.00	1	\$5,591.96	9	\$ 91,129.30	18	\$ 89,825.00	84	\$3,210,998.61	45	\$ 1,291,282.66
March	8	2,417,531.00	11	\$194,015.00	2	\$21,000.00	0	\$0.00	4	\$13,950.00	15	\$1,155,797.00	1	\$2,750.00	12	\$ 121,567.96	12	\$ 29,105.00	65	\$1,538,184.96	58	\$ 3,473,005.90
April	0	\$0.00	21	\$295,937.00	0	\$0.00	0	\$0.00	11	\$788,619.06	25	\$ 59,572.12	1	\$26,950.00	9	\$ 80,978.92	20	\$ 72,661.40	87	\$1,324,718.50	74	\$ 2,034,032.28
May	3	\$1,005,884.00	10	\$132,206.00	3	\$53,000.00	0	\$0.00	9	\$416,726.00	10	\$ 17,930.00	1	\$2,000.00	28	\$ 620,327.60	12	\$ 246,865.00	76	\$2,494,938.60	79	\$ 9,720,944.39
June							0	\$0.00									0	\$0.00		65	\$10,851,196.51	
July							0	\$0.00									0	\$0.00		79	\$ 4,782,835.62	
August							0	\$0.00									0	\$0.00		58	\$ 996,279.95	
September							0	\$0.00									0	\$0.00		64	\$32,767,258.41	
Y-T-D TOTALS	19	\$4,047,314.57	99	\$1,619,083.20	19	\$10,756,774.50	0	\$0.00	51	\$1,525,066.64	123	\$4,209,936.12	9	\$55,156.96	93	\$1,370,829.87	136	\$4,220,683.65	549	\$27,804,845.51	724	\$69,723,623.95

Fees Paid		Fees Paid	
October	\$9,994.00	April	\$13,631.75
November	\$8,942.00	May	\$20,935.00
December	\$7,178.25	June	
January	\$31,285.00	July	
February	\$43,269.50	August	
March	\$18,356.00	September	
Y-T-D Total		\$ 153,591.50	

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

New Residential Buildings
19

	#	Water Impact Fees	#	Sewer Impact Fees		#	Water Impact Fees	#	Sewer Impact Fees
October	2	\$ 3,567.12	2	\$ 8,078.10	April		\$ -		\$ -
November	2	\$ 3,456.58	2	\$ 7,339.25	May		\$ 3,934.56		\$ 5,887.05
December	3	\$ 5,717.49	2	\$ 5,093.05	June				
January	1	\$ 948.00	1	\$ 1,054.00	July				
February	1	\$ 375.00	0	\$ -	August				
March	7	\$ 11,679.36	7	\$ 25,288.30	September				
Y-T-D Total						16	\$29,678.11	14	\$52,739.75

Building Inspection & Code Enforcement Report for May 2015

- **Building Inspections completed:**

- March: 166
- April: 142
- May: 189

- **Open Code Enforcement Cases at end of month:**

- March: 251
- April: 251
- May: 236

- **Code Enforcement Abatement Liens Filed during budget year 2014 - 2015:**

- December: (11) Liens: Mowing & debris removal \$1,805.00
- March: (3) Liens: Mowing & debris removal \$1,125.17

- **Code Enforcement Abatement Liens Paid during budget year 2014 - 2015:**

- January: (1) Liens: Mowing & debris removal \$619.88
- March: (3) Liens: Mowing & Debris removal \$5,866.00
- May: (1) Lien: Mowing & Debris removal \$340.06

Fire Inspector Report for May 2015

New (or annual) Inspections	22
Re-inspections (follow-ups)	14
Plan Reviews	2
Investigations	1
Consultations	3
Total Inspections	42
Outstanding Inspections	53

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}NASA3222 Aquamaid Pool Techs
3222 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		200 INSPECTION - Annual	0.00	
05/21/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 2			0.00	

SHIPYARD1900 Blue Marlin Fuel Dock
1900 Shipyard DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

CARE01 Carefree Boat Club
1900 Shipyard DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

SECOND1802 Chiky's Quickmart
1802 2nd (Second) ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}SB Clear Lake Speed Center
2107 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2901 Comfort Inn & Suites
2901 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

COUN01 Country Wide AC/Heating
1901 Marvin CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/01/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

LARRABEE1914 Crew Quarters Apartments
1914 Larabee ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		205 INSPECTION - Follow Up	0.00	
05/22/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 2			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}NASA2320 Di Amici
2300 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

HIALEAH1908# Dimensions
1908 Hialeah DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/13/2015		890 CONSULTATION - Other	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3101 Endeavour Marina
3101 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		222 INSPECTION - Sprinkler System	0.00	
Total Activities for Occupancy: 1			0.00	

SB Fun Shop
2114 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}NASA3000 Hampton Inn
3000 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/11/2015		710 INVESTIGATION - Cause, Fire	0.00	
Total Activities for Occupancy: 1			0.00	

AFFO01 Just 4 You
1002 Meyer RD
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

NASA3636 La Quinta Inn
3636 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		205 INSPECTION - Follow Up	0.00	
05/29/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 2			0.00	

LAKE06 Lake Point Townhomes Hydrant
Lidstone ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}NASA 2425 Lakewood Yacht Club
2425 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT1400 Marburgers Sporting Goods
1400 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

NASA2720 Quality Inn
2720 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		205 INSPECTION - Follow Up	0.00	
05/29/2015		822 CONSULTATION - Sprinkler System	0.00	
Total Activities for Occupancy: 2			0.00	

SHIPYARD Seabrook Marina
1900 Shipyard DR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}SEAB02 Seabrook Marina Office
1900 Shipyard DR
Business Office
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	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
05/15/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

FIFTH1402 Seabrook Waffle House
1402 5th (Fifth) ST
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

TIRE01 Tires By Design
2801 Nasa
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/15/2015		222 INSPECTION - Sprinkler System	0.00	
05/15/2015		201 INSPECTION - Final	0.00	
05/15/2015		221 INSPECTION - Fire Alarm	0.00	
05/22/2015		205 INSPECTION - Follow Up	0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}TIRE01 Tires By Design
 2801 Nasa
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
Total Activities for Occupancy: 4			0.00	

BAYPORT2144 Tobacco Store
 2144 Bayport Blvd (SH 146)
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

TOOK01 Tookie's Seafood
 1100 Bayport Blvd (SH 146)
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		121 PLAN REVIEW - Fire Alarm	0.00	
05/29/2015		822 CONSULTATION - Sprinkler System	0.00	
Total Activities for Occupancy: 2			0.00	

TOWE01 Towers @ Seabrook
 Bayport Blvd (SH 146)
 Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/01/2015		821 CONSULTATION - Fire Alarm	0.00	
Total Activities for Occupancy: 1			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}UEBE01 Uebert, Ericka (Foster Care)
1848 CAPRI LN
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/29/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

BAYPORT1810 Vacant
1810 Bayport Blvd (SH 146)
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

SBCIRCLE2113 Vacant
2113 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

VACA12 Vacant (Personal Storage)
2111 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

Seabrook Volunteer Fire Department

Inspections by Occupancy

Date Completed Between {05/01/2015} And
{05/31/2015}VACA11 Vacant (personal storage)
2109 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	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
05/15/2015		205 INSPECTION - Follow Up	0.00	
Total Activities for Occupancy: 1			0.00	

SEABROOKCIR2 Weight Tech
2105 Seabrook CIR
Seabrook, TX 77586

Date	Time	Type	Staff Hrs	Fee
05/22/2015		200 INSPECTION - Annual	0.00	
Total Activities for Occupancy: 1			0.00	

Grand Total Activities: 42

Grand Totals: 0.00 0.00

The Seabrook Comprehensive Master Plan Review Commission, City Council, Economic Development Corporation, and Planning and Zoning Commission met on Thursday, May 14, 2015 in special joint session at Seabrook City Hall, 1700 First Street, Seabrook, Texas to consider and if appropriate, take action on the agenda items listed below:

THOSE PRESENT WERE:

MASTER PLAN REVIEW COMMISSION

TRACIE SOICH	CHAIR
GUY ROGERS – Ex. Abs.	VICE-CHAIR
GLENNA ADOVASIO	MEMBER
KIM MORRELL	MEMBER
DARRELL PICH	MEMBER
GARY RENOLA	MEMBER
CODY WILSON	MEMBER

CITY COUNCIL

GLENN R. ROYAL	MAYOR
ROBERT LLORENTE – Ex. Abs.	COUNCIL PLACE NO. 1
MIKE GIANGROSSO	COUNCIL PLACE NO. 2
GARY JOHNSON	MAYOR PRO TEM & COUNCIL PLACE NO. 3
MELISSA BOTKIN	COUNCIL PLACE NO. 4
THOM KOLUPSKI	COUNCIL PLACE NO. 5
O. J. MILLER	COUNCIL PLACE NO. 6

ECONOMIC DEVELOPMENT CORPORATION

PAUL R. DUNPHEY	PRESIDENT
TERRY CHAPMAN	VICE-PRESIDENT
ERNIE DAVIS	SECRETARY
BRENDA VESELENY	MEMBER
GARY BELL	TREASURER

PLANNING & ZONING COMMISSION (A quorum was not present)

MICHAEL POTTS	CHAIRMAN
BUDDY HAMMANN - Absent	VICE CHAIRMAN
ROSEBUD CARADEC	MEMBER
MIKE DEHART - Absent	MEMBER
DODIE MILLER	MEMBER
MICHAEL SHARPE – Ex. Abs.	MEMBER
BOLIVAR LEWIS – Ex. Abs.	MEMBER

FREESE AND NICHOLS (Consultants)

DAN SEFKO	PROJECT DIRECTOR
SHAD COMEAUX	PROJECT MANAGER
MICHELLE QUEEN	PROJECT PLANNER
SUE DARCY	MARSH DARCY PARTNERS
ALAN MUELLER	MARSH DARCY PARTNERS

STAFF

GAYLE COOK	CITY MANAGER
SEAN LANDIS	ASSISTANT CITY MANAGER AND DIRECTOR OF COMMUNITY DEVELOPMENT
PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
LEAANN DEARMAN	DIRECTOR OF COMMUNICATIONS

STEVE WEATHERED
ALESIA HAMMOCK

CITY/EDC ATTORNEY
SECRETARY

Mayor Royal called the meeting to order at 6:30 p.m.

1.0 ROUTINE PUBLIC COMMENTS AND ANNOUNCEMENTS

Carol Curtiss, 910 Hall Street, stated that she recently opened a shop call The Treasure Chest. Ms. Curtiss stated that since her shop was located off of the main thoroughfare, she was interested in signage and other ways to advertise her business.

2.0 NEW BUSINESS

2.1 Discussion, consideration and possible action regarding the review and update of the Comprehensive Master Plan.

Representatives of Freese and Nichols, consultants for the Master Plan Review, facilitated the meeting. After introductions were made, the members were seated in groups with a consultant representative. Each group was asked to discuss their issues, visions, and goals.

After extensive discussion the key points from each group are:

- Highway 146 Expansion
- Old Seabrook
- The Waterfront
- Maximizing Mobility
- Community ownership
- Unified character
- Transportation planning
- Enough detail and clear direction for implementation
- Intrinsic plan
- Periodic reviews/updates
- Enforce/uphold plan goals
- Accountability/transparency
- Park and trail connectivity (east/west)
- Use as guiding principles document for Council, Commission, boards

Motion was made by Mike Giangrosso and seconded by Gary Bell

To adjourn the Special Joint Meeting.

MOTION CARRIES BY UNANIMOUS CONSENT

Having no further business the meeting was adjourned at 8:15 p.m.

Approved by the Master Plan Review Commission on the 8th day of June, 2015.



Tracie Soich, Chair

Approved by the City Council on the _____ day of _____, 2015.

Glenn R. Royal, Mayor

Approved by the Economic Development Corporation on the _____ day of _____, 2015.

Paul R. Dunphey, President


Alesia Hammock, Secretary

Seabrook City Council Regular Meeting
Minutes of June 2, 2015
Page 1

The City Council of the City of Seabrook met in regular session on Tuesday, June 2, 2015 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

GLENN R. ROYAL	MAYOR
ROBERT LLORENTE	COUNCIL PLACE NO. 1
MIKE GIANGROSSO	COUNCIL PLACE NO. 2
GARY JOHNSON	MAYOR PRO TEM &
	COUNCIL PLACE NO. 3
MELISSA BOTKIN	COUNCIL PLACE NO. 4
GLENNA ADOVASIO	COUNCIL PLACE NO. 5
O. J. MILLER	COUNCIL PLACE NO. 6
GAYLE COOK	CITY MANAGER
SEAN LANDIS	ASSISTANT CITY MANAGER
STEVEN L. WEATHERED	CITY ATTORNEY
MICHELE L. GLASER	CITY SECRETARY

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

1.0 PRESENTATIONS

1.1 Administer the Oath of Office to Robert Llorente, Councilmember, Position 1. (Glaser)

Mrs. Glaser administered the oath of office to Councilor Llorente.

1.2 Recognize volunteers Melanie Bentley, David Fosdick, Cristin Rogers, Jess Strickland and Tara Canales for their contributions to the parks, open spaces and trails. (Open Space & Trails Committee)

Ms. Helen Burton, Chair of the Open Space and Trails Committee and Mayor Royal recognized the volunteers for outstanding work in cleaning, weeding, planting, watering, and maintaining various areas of several city park properties.

1.3 Presentation of Quarterly Report by the Open Space and Trails Committee. (Burton)

Mrs. Burton reported on various activities for the previous quarter, including landscaping projects in various parks, relocation of the free library to the swimming pool, completion of a five-year wish list and an update of the "to do" list. Council thanked committee members and volunteers for their hard work.

Seabrook City Council Regular Meeting
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1.4 Presentation by Charlie Jenkins, Managing Director, with the Port of Houston Authority(POHA) to include but not limited to the Rail, Quiet Zones, Sound Barrier options, and Seabrook Rail Spur Noise Barrier Review. (PHA)

Mr. Jenkins, POHA, gave a presentation as shown in Exhibit A which is attached and made a part of these minutes. He stated that the Port would like to renegotiate and amend the 2007 agreement regarding: 1) the sound wall; 2) berm planting; 3) the addition of two additional rail tracks north of the berm; and 4) changes to the flow ponds to allow water to flow into Pine Gully more quickly to prevent sedimentation.

2.0 PUBLIC COMMENTS AND ANNOUNCEMENTS – None.

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

Councilor Giangrosso announced several upcoming events.

3.0 BID AWARDS

3.1 Consider and approve the exchange of property owned by Pacific Ridge Development Company, LLC consisting of 8.071 acres of property out of Ritson Morris Survey, Abstract 52 for city owned property consisting of 3.405 acres out of the Ritson Morris Survey, Abstract 52, Harris County (Public Works Yard) and authorize the City Attorney to draft an Ordinance or Resolution outlining the terms/conditions of the exchange. (Cook)

Ms. Cook stated that this exchange has been rebid due to a discrepancy in the total acres. Only one bidder responded, who also submitted the original bid.

Motion was made by Councilor Llorente and seconded by Councilor Botkin

To approve the exchange of property owned by Pacific Ridge Development Company, LLC and authorize the City Attorney to draft an ordinance or resolution outlining the terms/conditions of the exchange.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.0 CONSENT AGENDA

4.1 Approve an agreement with Denton, Navarro, Rocha, Bernal, Hyde & Zech, P.C. for special counsel legal services relating to police civil service and other labor and employment related matters and authorize the city manager to execute same. (Cook)

4.2 Approve lease-purchase agreement for a new Xerox copier and corresponding maintenance agreement and authorize the city manager to execute the agreements.

Seabrook City Council Regular Meeting
Minutes of June 2, 2015
Page 3

This was a cooperative purchase through Harris County Department of Education.
(Cook)

4.3 Approve proposed Resolution No. 2015-13, "Creation of a Neighborhood Empowerment Zone #4 'Old Seabrook.'"

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, CREATING A NEW NEIGHBORHOOD EMPOWERMENT ZONE, TO BE DESIGNATED AS THE "NEIGHBORHOOD EMPOWERMENT ZONE 4", ESTABLISHING ITS BOUNDARIES TO COINCIDE WITH THE "OLD SEABROOK DISTRICT" AS REFERENCED IN THE "OFFICIAL ZONING MAP", SECTION 2.05 SEABROOK CITY CODE OF ORDINANCES, APPENDIX A, "COMPREHENSIVE ZONING", ARTICLE 2, "ADMINISTRATION", AS CURRENTLY DEPICTED IN EXHIBIT "A", ATTACHED HERETO AND INCORPORATED BY REFERENCE, AND OTHER MATTERS RELATING THERETO

4.4 Approve an extension of the term of the Master Plan Review Commission until July 1, 2016 as provided for in the Seabrook City Charter, Chapter XI, Section 11.23. (Landis)

4.5 Approve Investment Report for 2nd quarter 2014-15. (Lab)

4.6 Approve the minutes of the May 4, 2015 special City Council meeting. (Glaser)

4.7 Approve the minutes of the May 19, 2015 special City Council meeting. (Glaser)

4.8 Approve the minutes of the May 19, 2015 regular City Council meeting. (Glaser)

Motion was made by Councilor Giangrosso and seconded by Councilor Johnson

To approve the Consent Agenda as presented.

MOTION CARRIED BY UNANIMOUS CONSENT.

END OF CONSENT AGENDA

Mayor Royal announced a change in the agenda order.

7.0 EXECUTIVE SESSION

At 7:45 p.m. Mayor Royal announced that the City Council would hold a closed executive meeting pursuant to the provisions of the Open Meetings Act, Chapter 551, Government Code, and Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.071, Consultation with Attorney.

Seabrook City Council Regular Meeting
Minutes of June 2, 2015
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Section 551.071

7.1 Consult with attorney to receive legal advice on legal issues associated with a Memorandum of Understanding with the Port of Houston Authority. (Cook)

8.0 OPEN MEETING

At 8:04 p.m. Mayor Royal reconvened the meeting in open session and stated that Item 7.1 had been discussed, but that no action had been taken in executive session.

8.1 Consider and authorize approval or further action on a Railroad Quiet Zone with the Port of Houston (PHA) for three proposed at grade crossings around the Red Bluff and SH 146 intersection. (Cook)

(Editorial Note: Discussion on the funds set aside for the sound barrier is included in Section 8.2 below.)

Motion was made by Councilor Miller and seconded by Councilor Llorente

To proceed with the notice of intent for the railroad quiet zone at SH 146 and Red Bluff contingent upon due diligence and structuring an appropriate agreement that will be returned to the city and authorize the city manager to sign the notice of intent.

MOTION CARRIED BY UNANIMOUS CONSENT

8.2 Consider and authorize options and further action concerning the Rail-Sound Barrier project as per the Memorandum of Understanding (MOU) with the Port of Houston Authority (POHA).

Mayor Royal asked if the city would be able to use the previously allotted \$1,600,000 if sound walls were not built and requested that the city be allowed to hold these funds in escrow. Mr. Jenkins stated that on a staff level, the escrow would be appropriate, subject to releasing the POHA from liability for noise associated with the rail.

Motion was made by Councilor Johnson and seconded by Councilor Giangrosso

To authorize the City of Seabrook and POHA to proceed with an amendment to the MOU to not build the sound barrier, provide for due diligence for formal acceptance and escrow \$1,600,000 to the City of Seabrook that had been set aside by the POHA for construction of the sound barrier.

Ms. Cook asked if her assumption was correct that the sound barrier project could not be reinstated in the future if Council agreed not to use the funds to build a sound barrier at this time. Mr. Jenkins stated that it would be a completely new and separate negotiation at that point, but he assumed that the POHA would have already secured a release from liability from rail noise if the funds were to be escrowed in a city account.

Seabrook City Council Regular Meeting
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In discussing the motion, Ms. Cook stated that it was her understanding that the POHA is seeking direction in the scope of the project tonight, not final approval of new contract documents. Mr. Jenkins agreed and stated that it is his understanding from tonight's motion that the POHA could have the confidence that the sound wall will be dealt with as a separate issue and that the city and the POHA attorneys and staff would develop an agreement to be considered by both governing bodies at a future date. He also stated that it was his understanding that the city has expressed interest in partnering with the POHA on development of quiet zones which will also be included in a document for formal acceptance. Ms. Cook and Mr. Jenkins agreed that nothing would be finalized until the new documents are prepared, approved and signed by both parties.

Motion was made by Councilor Johnson and seconded by Councilor Giangrosso

To amend the motion to authorize the POHA and the city to proceed with due diligence for formal acceptance.

AMENDED MOTION CARRIED BY UNANIMOUS CONSENT.

5.0 NEW BUSINESS

5.1 Consider presentation of Residential Traffic Management Plan for approval and implementation. (Cook)

Mark Ingram, Cobb Fendley & Associates, gave a presentation regarding items to be addressed in the Residential Traffic Management Plan, which include, but are not limited to, no parking zones, cut through traffic issues, pedestrian crossing requests, school zone safety, speed control and intersection control (all way stops, traffic signals and roundabouts) on residential streets. Mr. Ingram stated that the goal was to provide compliance with the Texas Manual on Uniform Traffic Devices and the Texas Administrative Code. Ms. Cook stated that implementation of the plan will allow the city to administer a uniform, logical and consolidated process for handling requests and complaints. She added that the plan would allow staff to authorize some changes without Council consent; however, changes to speed limits and stop signs would go back to Council in ordinance form. Mayor Royal recommended the use of media to educate citizens about the plan and resulting procedures and to remind the public to drive courteously.

Motion was made by Councilor Botkin and seconded by Councilor Llorente

To approve implementation of the proposed Residential Traffic Management Plan as presented.

MOTION CARRIED BY UNANIMOUS CONSENT.

5.2 Consider approval of a proposal from Cobb Fendley, City Engineers, for a Thoroughfare Plan in amount not to exceed \$55,633.00. (Cook)

Seabrook City Council Regular Meeting
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Ms. Cook stated that most cities have a thoroughfare or mobility plan as a part of a comprehensive master plan. Mr. Ingram explained that a thoroughfare plan would establish alignments for roadway corridors, establish functional classifications for all roads, set standards for current and future conditions and help identify available funding opportunities. Mr. Ingram recommended that the city ask H-GAC to be on the steering committee to aid in funding requests. Mr. Ingram stated that Cobb Fendley will work with Freese Nichols to coordinate the thoroughfare plan with the master plan.

In answer to questions from Council, Mr. Ingram stated that the proposed expansion of SH 146 will be taken into account when drafting the plan which typically is updated every 10 years. Traffic data from TxDOT and HGAC will be used to develop the plan. Scenarios will also be developed to address mobility if SH 146 is not expanded. The scope of the project is inclusive of all scenarios. A complete thoroughfare plan could allow TxDOT to support funding for roadways. The plan will take 5-8 months to prepare.

Ms. Cook stated that a surplus in the FY 2014/15 budget could be used to fund the plan.

Motion was made by Councilor Llorente and seconded by Councilor Botkin

To approve a proposal from Cobb Fendley, City Engineers, for the creation and drafting of a thoroughfare plan in amount not to exceed \$55,633.00.

MOTION CARRIED BY UNANIMOUS CONSENT.

5.3 Consider renaming Second Street in Seabrook to Main Street and steps to be taken to rename. (Royal)

Assistant City Manager, Sean Landis, gave a presentation defining the area to be renamed. An inventory of businesses and residences in the corridor showed that 17 businesses and 3 residences would be affected by the name change. Vacant properties were not included in the inventory.

Mr. Landis stated that, if approved tonight, staff would provide public notice in the official newspaper of the proposed change, mail individual notices to property owners within 200 feet of the proposed change (which would be approximately 73 property owners), hold a public hearing and prepare an ordinance approving the name change. Mr. Landis reported that the post office has no issues with the change.

Mayor Royal suggested that the Seabrook Economic Development Corporation (SEDC) consider granting a \$250 reimbursement to each affected property owner to reimburse costs incurred by the street name change.

Motion was made by Councilor Giangrosso and seconded by Councilor Llorente.

Seabrook City Council Regular Meeting
Minutes of June 2, 2015
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To authorize staff to initiate procedures to allow Council to consider renaming Second Street in Seabrook to Main Street.

MOTION CARRIED BY UNANIMOUS CONSENT.

5.4 Consider appointment of a Mayor Pro Tem for 2015/16. (Council)

Mayor Royal stated that he traditionally does not vote on the appointment of mayor pro tem. He opened the floor for nominations. Councilor Llorente nominated Council Johnson for reappointment. No other nominations were submitted.

Motion was made by Councilor Llorente and seconded by Councilor Giangrosso

To approve the reappointment of Councilor Gary Johnson to the position of Mayor Pro Tem for a one-year term, beginning June 2015 and ending June 2016.

Ayes: Adovasio, Botkin, Giangrosso, Johnson, Llorente and Miller.

Abstain: Royal.

MOTION CARRIED.

5.5 Consider selection/appointment of council members as representatives and/or member of various organizations. (Council)

Motion was made by Councilor Llorente and seconded by Councilor Giangrosso

To approve appointment of councilmembers as representatives and/or members of various organizations as follows:

EDC MEMBER (in addition to Mayor)	O.J. Miller
BAY AREA-HOUSTON CONVENTION & VISITORS BUREAU	Mike Giangrosso Glenna Adovasio
BAY AREA HOUSTON ECONOMIC PARTNERSHIP	Robert Llorente, Rep. Gary Johnson, Alt.
BAY AREA TRANSPORTATION PARTNERSHIP	Robert Llorente, Rep.
CLEAR LAKE EMERGENCY MEDICAL CORPS	Mike Giangrosso Gary Johnson O.J. Miller
ECONOMIC ALLIANCE, PORT REGION	Melissa Botkin, Rep. Robert Llorente, Alt.

Seabrook City Council Regular Meeting
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GALVESTON BAY FOUNDATION

O.J. Miller

HOUSTON-GALVESTON AREA COUNCIL

Glenn Royal., Rep.
Gary Johnson, Alt.

HOTEL TAX LIAISON COMMITTEE

Glenna Adovasio
Mike Giangrosso

MOTION CARRIED BY UNANIMOUS CONSENT.

6.0 ROUTINE BUSINESS

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

Mayor Royal reported that TxDOT has begun negotiations with Union Pacific Railroad for land acquisition of right-of-way for the SH 146 expansion.

Ms. Cook stated that completion of the splash pad has been delayed due to heavy rains.

Motion was made by Councilor Giangrosso and seconded by Councilor Johnson

To approve the Action Items Checklist.

MOTION CARRIED BY UNANIMOUS CONSENT.

6.2 Consider and discuss approval of Budget Meeting dates for the FY 2015-16. (Lab)

Budget work sessions have been tentatively scheduled to be held on July 14 and 28 and on August 11 at 7:00 p.m.

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

The council group photo will be taken on June 16 at 6:45 p.m., provided that all members can attend.

Upon a motion duly made and seconded, Mayor Royal adjourned the meeting at 9:09 p.m.

Approved this 16th day of June 2015.

Glenn R. Royal, Mayor

Michele L. Glaser, TRMC
City Secretary

Bayport/Seabrook Rail Served Industrial Development Update

June 2, 2015

Charlie Jenkins
Managing Director, Channel Development &
Environmental Affairs

PORT of HOUSTON AUTHORITY

Bayport/Seabrook Rail Served Industrial Development Overview

- Development of the area is subject to the 2007 Settlement Agreement (Seabrook and PHA)
- Goal of the project to provide increased economic opportunity for the region
- Phase I - building the berm and providing Union Pacific rail access to service future warehouse and intermodal terminal operations associated with the Bayport Terminal
- Phase II will be the development of the Bayport Intermodal Yard (+/-5 years)

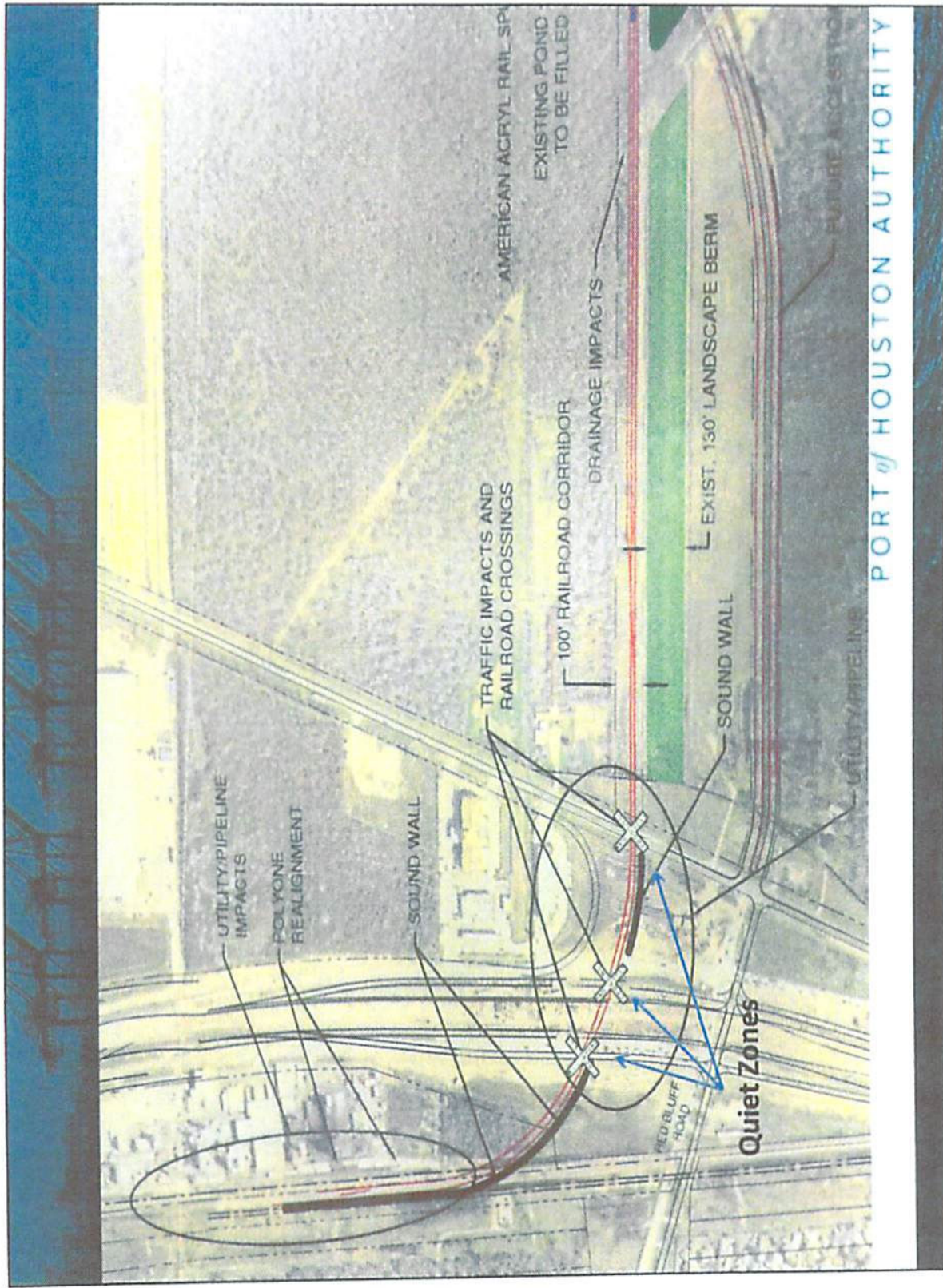
Bayport Industrial Lead Development

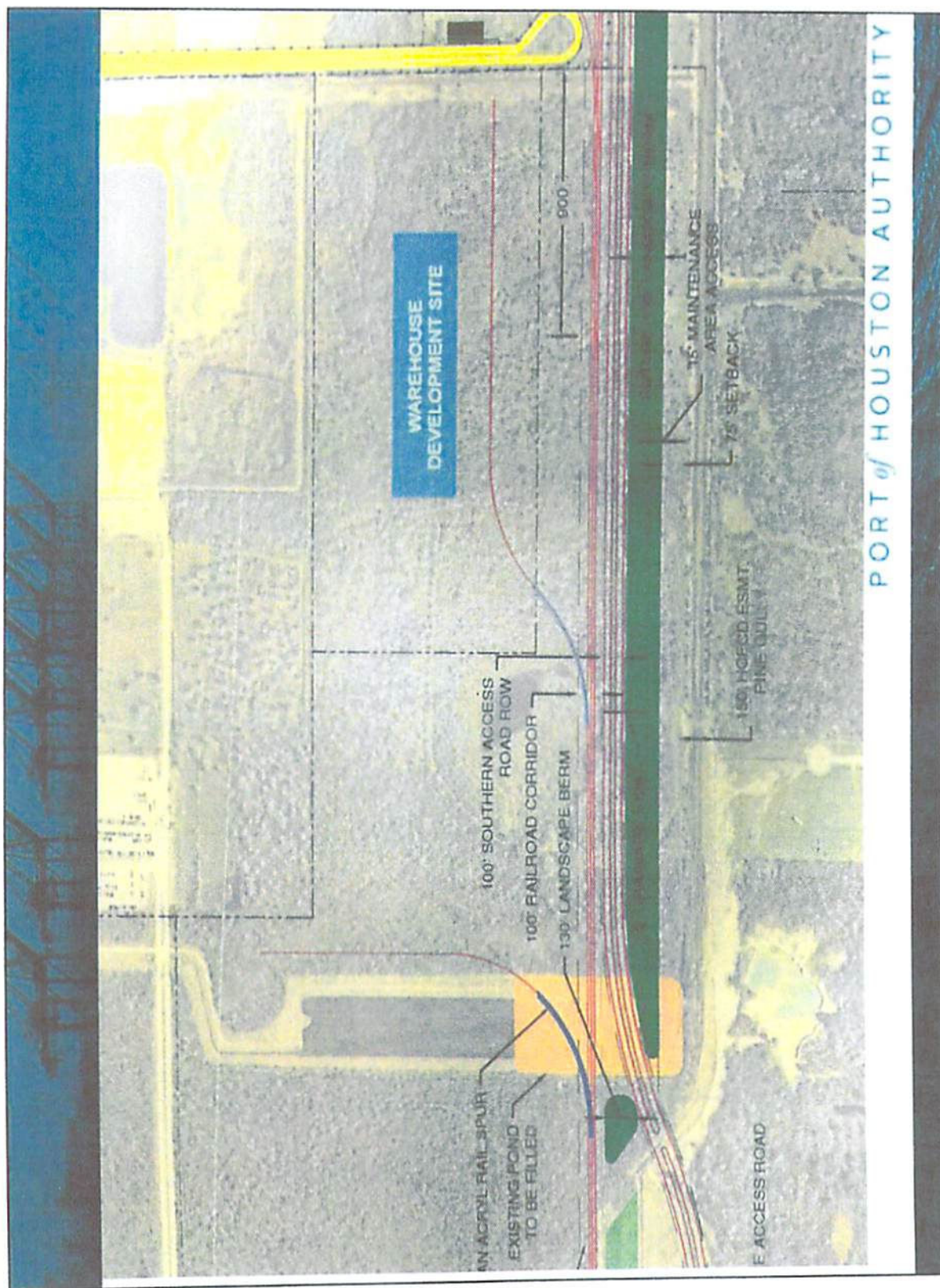
- This project will:
 - change existing PolyOne rail operations,
 - moves switching of the facility from the north instead of the south
 - eliminates trains crossing Red Bluff and train horns due to that activity
 - \$2.34M at PHA expense, will discuss sound impacts later
 - establish a rail quiet zone, at PHA expense, at the crossing of SH 146 and Old SH 146
 - A quiet zone is a section of a rail line at least one-half mile in length that contains one or more consecutive public highway-rail grade crossings at which locomotive horns are not routinely sounded when trains are approaching the crossings. \$ TBD
 - include installation of rail track oilers in the track curve as the rail crosses from the current rail corridor across SH 146, \$25,000 fixed and annual expense



Sound Wall

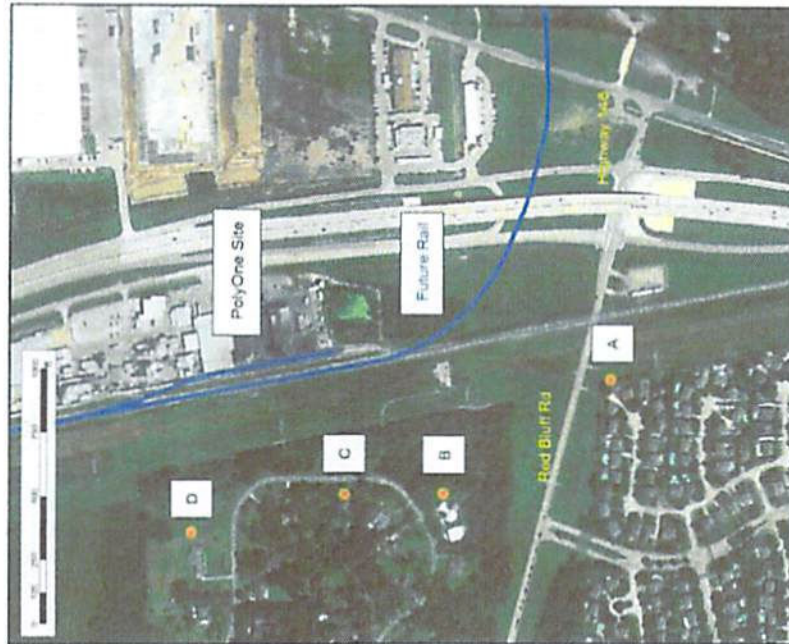
- Per the terms of the Settlement Agreement the PHA agreed to spend up to \$1.6M for a mutually agreed upon sound wall
- PHA, at their expense, contracted an independent 3rd party to review existing noise levels and anticipated changes as a result of Phase I and Phase II activities





Noise Barrier Review

- Computer modeling results for four representative residential receiver points results indicate that a noticeable reduction in rail noise levels will occur as a result of the proposed improvements, without the construction of a noise barrier. This is due to:
 - At grade crossings at TX-146 and Old Highway 146 will be Quiet Zones that will not require horn soundings.
 - Trains entering PolyOne will do so from the north, meaning shunting of trains in the vicinity of Red Bluff Rd will no longer be required, no horn required
 - Future freight trains will travel through the area at slow speeds without stopping



PORT of HOUSTON AUTHORITY

Seabrook Rail Spur Noise Barrier Review

- The results show that a majority of the receivers will experience a noticeable reduction in noise as a result of the proposed rail improvements and the barrier configurations would only achieve a marginal benefit in terms of overall maximum noise levels for some of the residential receivers.

Location	Existing L_{Amax} (dBA) No Barrier	Future L_{Amax} (dBA)					
		No Barrier	Barrier 1	Barrier 2A	Barrier 2B	Barrier 3	Barrier 4
Receiver A	99	71	71	71	71	71	71
Receiver B	81	75	76	75	71	72	72
Receiver C	82	77	78	75	74	75	77
Receiver D	81	79	78	78	79	78	78

Note 1: Barriers have been conservatively modelled as reflective – this means that for some receivers, a marginal increase (<1dBA) in noise is predicted with the introduction of a barrier

Sound Wall Study Interpretation

- A standard goal for installing a barrier for noise abatement is that there will be at least a 5 dBA benefit to the residential receivers.
- Operational modifications and quiet zone installation will provide for a 2 dBA to 18 dBA improvement with no sound wall
- In some scenarios a sound wall serves to increase the noise level
- In no instance is there a sound wall design that lowers noise across the entire study area, there is no design that has a 5 dBA or greater benefit

Seabrook Rail Spur Noise Barrier Review

Five Different noise barrier designs were modeled.

Barrier 1 – 23' x 825'



Barrier 2A – 18' x 1068'

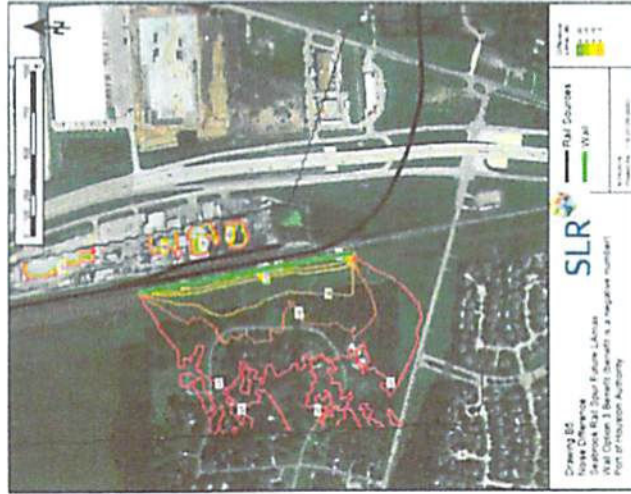


Barrier 2B – 18' x 900' + 400'



Seabrook Rail Spur Noise Barrier Review

Barrier 3 – 14' x 1362'



Barrier 4 – 10' x 1630'



PORT of HOUSTON AUTHORITY

Quiet Zone Roles & Responsibilities

The following table describes the responsibilities of each of the organizations involved in establishing Quiet Zones at the planned railroad crossings on the SH 146 entrance and exit ramps and on Old SH 146.

Responsible Organization	Activity
CTC Contract	Prepare Initial Federal Grade Crossing Inventory forms for the three new crossings (SH 146 entrance and exit ramps and Old SH 146); this includes getting Grade Crossing Inventory numbers assigned by the Federal Railroad Administration (FRA). Inventory forms require roadway and railroad traffic counts. Note: This step has been completed. Inventory Numbers have been assigned and Initial Inventory Forms have been completed by CTC.
Port of Houston Authority	Construct all Quiet Zone requirements (flashing lights and gates on SH 146 entrance and exit ramps and flashing lights and gates with median separators on Old SH 146) as part of the spur track construction.
CTC Contract	After construction, prepare updated Federal Grade Crossing Inventory forms for the crossings, identifying the presence of the improvements required to establish a Quiet Zone. During construction, prepare a Notice of Intent to Establish a Quiet Zone to be sent to the following entities for comment: • City of Seabrook Police Department, as the law enforcement agency having jurisdiction over roadway traffic at the crossings • Texas Department of Transportation (TxDOT) • Union Pacific Railroad, as the railroad operating over the crossings The notice must include : • Identification of the crossings involved • Statement that Quiet Zone will be in effect 24 hours per day • Description of the safety improvements to be installed at each crossing • A contact person with contact information • Identification of those receiving the Notice of Intent
CTC Contract	

Quiet Zone Roles & Responsibilities

City of Seabrook	Sign and issue the Notice of Intent
CTC Contract	After construction, Prepare a Notice of Quiet Zone Establishment to be sent to the following entities at least 21 days prior to the date the Quiet Zone will become effective. - The Notice of Establishment must be sent to the entities listed above PLUS the FRA Associate Administrator for Safety. The Notice of Quiet Zone Establishment must include the information listed above PLUS the following information: - The effective date of the Quiet Zone - The regulatory provision that is the basis for establishing the Quiet Zone – in this case 49 CFR 222.39(a)(1) - The Federal Grade Crossing Inventory forms described above for the crossings, providing the information before the safety improvements were implemented and the information after the safety improvements were implemented. - Statement the Notice of Intent was provided as required by the regulations and the date it was issued - The person responsible for monitoring compliance and that person's contact information
	Statement by the Chief Executive Officer of the City of Seabrook that the information submitted is accurate and complete to the best of his/her knowledge.
	Sign and issue the Notice of Quiet Zone Establishment
City of Seabrook	Every 4 ½ to 5 years after establishment, provide to the FRA Associate Administrator for Safety: - Affirmation that the safety improvements implemented at the crossings continue to conform to the regulations, with copies sent to each of the parties that received the Notice of Quiet Zone Establishment - An updated Federal Grade Crossing Inventory form for each crossing in the Quiet Zone.

Go Forward

- Decision on sound wall
 - Build
 - Which barrier
 - Don't build
 - Amend 2007 agreement?
 - Berm Planting
 - Rail cross-section
 - Ponds



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, JUNE 16, 2015

Submitter/Requestor: Gayle Cook

Date Submitted: 6/5/2015 8:37:39 AM

Presenter: Council

Description/Subject:

Mr. Chisler's second term on the Civil Service Commission expires in June 2015. I am appointing him to a third term to expire in June 2018, subject to ratification of the City Council.

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)

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:

Agenda Language:

Ratify the city manager's re-appointment of John Chisler to the Civil Service Commission for a three-year term ending in June 2018. (Cook)

City Manager Review:

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

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



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, JUNE 16, 2015

Submitter/Requestor: Michele Glaser

Date Submitted: 6/5/2015 8:40:47 AM

Presenter: Council

Description/Subject:

Current members are Helen Burton, Sally Antrobus, John Coggeshall, Monica Comeaux, Debra Harper, David Popken and Karen Tisdell

Purpose/Need: Administration Issue

Background/Issue(What prompted this need):

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

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

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:

Agenda Language:

Reappoint Helen Burton, Sally Antrobus, John Coggeshall, Debra Harper, David Popken and Karen Tisdell to the Open Space and Trails Committee with terms ending in June 2018.
(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.)



CITY OF SEABROOK

AGENDA BRIEFING

Date of Meeting: June 16, 2015

Submitter/Requestor: City of Seabrook

Date Submitted: June 8, 2015

Presenter: Sean Landis

Description/Subject:

Mr. Yousof Allam recently purchased the property located at 1430 Killdeer as an investment. The property was previously owned by Mrs. Oleta Whipple. During the time Mrs. Whipple owned the property she allowed it to fall into a substandard state. Mrs. Whipple failed to maintain the yard and to secure the premises from unauthorized entry. The condition of the property facilitated multiple hearings before the Seabrook Building and Standards Commission. Mrs. Whipple failed to comply with any of the orders issued by the Building and Standards Commission.

Due to Mrs. Whipple's failure to maintain the property, the City has had the property mowed sixteen (16) times over the past five (5) years. The City has also expended funds to reconstruct a fence, demo a storage building and to secure the property from unauthorized entry. The total cost to the City has been in the amount of \$16,575.50. Liens in the amount mentioned were recorded in the real property records of Harris County Clerk's office. Mrs. Whipple also received an order from the Building and Standards Commission to repair the home located at 1430 Killdeer, she failed to comply. As a result, the Commission assessed civil penalties in the amount of \$28,500.00. The total of all liens filed by the City is \$45,075.50.

Mr. Yousof Allam is requesting a waiver of the civil penalties in the amount of \$28,500.00 that have been levied against the property. A Civil Penalty is a judgment levied against an individual who fails to comply with an order issued by a board or commission. A Civil Penalty serves much like a fine. It is Mr Allam position that the penalties assessed for none compliance should not be transferred to himself as the new property owner. Mr. Allam is willing to pay all liens filed against the property where the City has expended actual funds. This amount would total the \$16, 575.50. However, he is asking for relief from the \$28,500.00 obligation.

Purpose/Need: Policy Issue ☒ Administrative Issue ☐

Background/Issue (What prompted this need?):

Impacted Parties (Expected/Notified):

Agenda Briefing Form
Page 2

Recommended Action:

Staff's recommendation is for the City to enter into an agreement with Mr. Allam. The agreement would relieve Mr. Allam of all civil penalties (\$28,500.00) in exchange for the property and structure located at 1430 Killdeer Drive being brought into compliance with all City codes and ordinances. The agreement will be presented to council for final approval.

Prior to the release of any civil penalty liens, Mr. Allam would still be required to pay the liens where the City expended funds in the amount of \$16,575.50.

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

Fiscal Impact: Budgeted _____ Yes _____ No Finance Officer Review:
Budget Amendment required _____ Yes _____ No
Future/Ongoing Impact _____ Yes _____ No _____
Budget Dept/Line Item Number _____

Funding Comments:

Where on the agenda should this item be placed?

(i.e. Public Hearing, New Business, Old Business, Consent Agenda, Executive Session, etc.)

Presentations & New Business

Suggested Motion:

Staff's recommendation is for the City to enter into an agreement with Mr. Allam. The agreement would relieve Mr. Allam of all civil penalties (\$28,500.00) in exchange for the property and structure located at 1430 Killdeer Drive being brought into compliance with all City codes and ordinances. The agreement will be presented to council for final approval.

Prior to the release of any liens, Mr. Allam would still be required to pay the liens where the City expended funds in the amount of \$16,575.50.

City Manager Review:

- ☐ Approved as submitted
- ☐ Submitted for Council consideration without comment
- ☐ Submitted for Council consideration with comments stated below:

(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.)

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) _____

All requests must be submitted to the City Secretary's Office no later than 5:00 p.m. on the Wednesday preceding the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, JUNE 16, 2015

Submitter/Requestor: Cook

Date Submitted: 6/8/2015 12:25:07 PM

Presenter: Cook/Dearman

Description/Subject:

Consider and discuss a new Seabrook City Event for the month of November 2015 along Second Street area.

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)

worst case budget

exceeds expectations budget

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?

New Business

Suggested Motion:

Agenda Language:

Consider approval of a new Seabrook City Event and proposed budget for the month of November 2015 along Second Street area. (Cook and Dearman)

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.)

Celebration Seabrook Worst Case Scenario

Attachment 12, Item # 5.2
Page 1 of 2

REVENUE			
Tickets: General Admission	\$25	1250	\$31,250
Tickets: 11 to 20 yrs.	\$15	250	\$3,750
Tickets: VIP	\$100	100	\$10,000
House Drink Tickets	\$5	700	\$3,500
Premium Drink Tickets	\$10	600	\$6,000
Vendor/Exhibitor Table	\$200	15	\$3,000
Vendor/Exhibitor Tent	\$425	10	\$4,250
Gold Sponsors	\$2,500	2	\$5,000
Silver Sponsors	\$5,000	1	\$5,000
Platinum Sponsor	\$10,000	1	\$10,000
Projected Income			\$81,750

HOT EXPENDITURES			
Print Production, Advertising & Online Services			
Graphic Design			\$1,000
Rack Card & Poster			\$1,500
Sponsor & Direction Signs			\$2,500
Banner			\$500
Stage Banner			\$350
Wristbands			\$250
Website Fees			\$550
Online Ticket Fees			\$1,836
Radio			\$15,000
eBlast			\$100
Social Media			\$3,000
PR/Media			\$8,000
Total HOT Expenditures			\$34,586

EVENT EXPENDITURES			
<u>Venue, Rentals & Supplies</u>			
Lot Rental			\$500
Fencing			\$3,000
Shuttles			\$2,000
Equipment/Generators			\$2,000
Tents			\$16,000
Souvenir Glasses			\$1,500
Table Cloths			\$250
Ice			\$1,500
Utensils/Dump Buckets			\$108
Truck Rental			\$487
Office Supplies			\$500
Paper Supplies			\$200

Celebration Seabrook Worst Case Scenario

Attachment 12, Item # 5.2
Page 2 of 2

EVENT EXPENDITURES (CONTINUED)			
<u>Venue, Rentals & Supplies (cont)</u>			
Sanitation Stations			\$125
Porta-Let			\$1,800
VIP Décor			\$2,000
			\$31,970
<u>Entertainment</u>			
Bands			\$20,000
Stage & Sound			\$4,000
Kid Activities			\$5,000
			\$29,000
<u>Alcohol</u>			
Beer			\$1,500
Wine			\$5,000
			\$6,500
<u>Permits, Insurance</u>			
Health Permit			\$1,125
TABC Permit			\$462
Charity Auction Permit			\$241
Weather Insurance			\$5,550
Weather Observation			\$400
Insurance			\$1,800
			\$9,578
<u>Labor & Additional Expense</u>			
Security			\$4,800
Contract Labor			\$4,000
Gate Staffers			\$3,400
Volunteer Expense			\$400
Food			\$500
			\$13,100
<u>FVTP Fees</u>			
Production Fee			\$35,000
Sponsor Commission Fees			\$3,500
			\$38,500
Total Expenditures			\$128,648
Event Expenditures			\$128,648
Revenue			\$81,750
Remaining Balance			\$46,898

Celebration Seabrook

Exceeding Expectations

Attachment 12, Item # 5.2
Page 1 of 2

REVENUE			
Tickets: General Admission	\$25	2500	\$62,500
Tickets: 11 to 20 yrs.	\$15	400	\$6,000
Tickets: VIP	\$100	125	\$12,500
House Drink Tickets	\$5	900	\$4,500
Premium Drink Tickets	\$10	700	\$7,000
Vendor/Exhibitor Table	\$200	20	\$4,000
Vendor/Exhibitor Tent	\$425	15	\$6,375
Gold Sponsors	\$2,500	3	\$7,500
Silver Sponsors	\$5,000	2	\$10,000
Platinum Sponsor	\$10,000	1	\$10,000
Projected Income			\$130,375

HOT EXPENDITURES			
Print Production, Advertising & Online Services			
Graphic Design			\$1,000
Rack Card & Poster			\$1,500
Sponsor & Direction Signs			\$2,500
Banner			\$500
Stage Banner			\$350
Wristbands			\$250
Website Fees			\$550
Online Ticket Fees			\$1,836
Radio			\$15,000
eBlast			\$100
Social Media			\$3,000
PR/Media			\$8,000
Total HOT Expenditures			\$34,586

EVENT EXPENDITURES			
Venue, Rentals & Supplies			
Lot Rental			\$500
Fencing			\$3,000
Shuttles			\$2,000
Equipment/Generators			\$2,000
Tents			\$16,000
Souvenir Glasses			\$1,500
Table Cloths			\$250
Ice			\$1,500
Utensils/Dump Buckets			\$108
Truck Rental			\$487
Office Supplies			\$500
Paper Supplies			\$200

Celebration Seabrook Exceeding Expectations

EVENT EXPENDITURES (CONTINUED)			
<u>Venue, Rentals & Supplies (cont)</u>			
Sanitation Stations			\$125
Porta-Let			\$1,800
VIP Décor			\$2,000
			\$31,970
<u>Entertainment</u>			
Bands			\$20,000
Stage & Sound			\$4,000
Kid Activities			\$5,000
			\$29,000
<u>Alcohol</u>			
Beer			\$3,000
Wine			\$0
			\$3,000
<u>Permits, Insurance</u>			
Health Permit			\$1,125
TABC Permit			\$462
Charity Auction Permit			\$241
Weather Insurance			\$5,550
Weather Observation			\$400
Insurance			\$1,800
			\$9,578
<u>Labor & Additional Expense</u>			
Security			\$4,800
Contract Labor			\$4,000
Gate Staffers			\$3,400
Volunteer Expense			\$400
Food			\$500
			\$13,100
<u>FVTP Fees</u>			
Production Fee			\$35,000
Sponsor Commission Fees			\$3,500
			\$38,500
Total Expenditures			\$159,734
Event Expenditures			\$125,148
Revenue			\$130,375
Remaining Balance			-\$5,227



***CITY
OF
SEABROOK***

**AGENDA
BRIEFING**

Date of Meeting: TUESDAY, JUNE 16, 2015

Submitter/Requestor: Cook

Date Submitted: 6/8/2015 12:33:19 PM

Presenter: Cook

Description/Subject:

Consider approval of a proposal for decorative Christmas lighting along Second Street for the 2015 Christmas season.

Purpose/Need: Administration Issue

Background/Issue(What prompted this need):

Impacted Parties(Expected/Notified):

Miscellaneous Comments:

Attachments:

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

lighting estimate

Fiscal Impact:	Budgeted	No	Finance	Officer
	Budget Amendment Required	Yes	Review:	
	Future/Ongoing Impact	Yes		
	Budget Dept/Line Item Number			

Funding Comments:

Where on the agenda should this item be placed?

New Business

Suggested Motion:

Agenda Language:

Consider approval of a lease proposal in an amount not to exceed \$20,000 for the FY 2014-15 for decorative Christmas lighting along Second Street for the 2015 Christmas season. This is an unbudgeted item. (Cook)

City Manager Review:

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

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



Artistic Holiday Designs

Estimate no: 100119
Estimate date: 6/9/2015

Seller Address:

2030 Parkes Drive
Broadview, IL 60155
708-223-8506
www.ArtisticHolidayDesigns.com
Derek Norwood
derekn@ArtisticHolidayDesigns.com

Contact: Gayle Cook
City of Seabrook
Buyer Address: 1700 1st st.
Seabrook, TX. 77586
Phone: 281-291-5688
E-mail: gcook@seabrooktx.gov
Fax:

Delivery Point:

TBD
Seabrook, TX. 77586
281-291-5688

Shipping Method: Sea / TBD
Shipping Terms: FOB Delivery Point
Delivery Date: TBD
Shipping Address: TBD
• Seabrook, TX. 77586

Product Photo	Reference #	Description	Ship Date	Quantity	Unit Price	Total Price
	170114	Vigo across street w- 3 m		6	\$ 789.12	\$ 4,734.72
	170113	Vigo pole décor H- 2m		6	\$ 601.92	\$ 3,611.52
	201754	etoile enchantee 3d floor standing- 3m		2	3,816.00	\$ 7,632.00
	201756	Cadeau Enchantee 3d floor standing- 3r		2	3,960.00	\$ 7,920.00
	201755	boule enchantee 3d floor standing- 3m		2	3,139.20	\$ 6,278.40
	201753	Sapin De Noel 3d floor standing- 3m		6	3,283.20	
	250.6765	Green artificial PVC tree		1	4,965.00	\$ 4,965.00
		H-20.8' tall LED c7				\$ -
						\$ -
	3 year	Rent to buy interest fee		1	1,757.08	\$ 1,757.08
Invoice Subtotal						\$ 36,898.72
Tax						0.00%
Shipping						3,200.00
Deposit						-
TOTAL DUE						\$ 40,098.72

Sales Confirmation Good until June 18, 2015

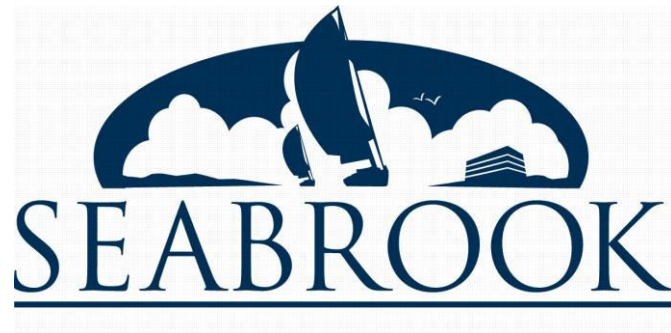
This Sales Confirmation is subject to the General Terms and Conditions hereto attached.

Payment Terms: 3 year rent to buy

Due upon acceptance	\$ 15,499.57	Entire first year's fees plus the one time shipping charge
Due February 2016	\$ 12,299.57	second years rental fees are due at the beginning of the second year
Due February 2017	\$ 12,299.57	third years rental fees are due at the beginning of the third year
\$1 buyout option in December 2017	\$ 1.00	option to purchase equipment at the end of rental use

Payment Method:

Check/Bank Information



**Report
and
Strategic Plan**

**Adopted
June 16, 2015**

**Prepared and Facilitated
By
Ron Cox Consulting**



REPORT AND STRATEGIC PLAN COUNCIL/STAFF RETREAT

CITY OF SEABROOK

April 10, 2015

Introduction

On April 10, 2015, the Mayor, City Council and staff of the City of Seabrook met for a retreat planning session. The purpose of this meeting was to review and confirm the Council's governance philosophy prepared and adopted in 2014 and to revise the multi-year strategic plan, which also was established in 2014.

The Mayor, Council and staff freely worked together and their work was exemplary in all respects. Ron Cox facilitated the process.

Governance

The Council participated in discussions about their role, together and their leadership responsibilities. The elements of a strong governance model are developing and following clear vision and mission statements, establishing leadership, communications philosophies, and determining the expectations of each other as City Council members, of the City staff and of recognizing the expectations of the staff toward the City Council.

The City Council made minor revisions to the Governance Model. Only the changes are reflected in this report and modifications will be made to the Strategic Plan document.

Leadership

The City Council of Seabrook will lead... (changes only)

- **By promoting the City. (Addition)**

Communication

Council will communicate with citizens, staff and each other...

- Understanding **and following (addition)** the rules of the Charter.

Strategic Planning

Review of Successes

The City Manager reported on the successes to date of the 2014 Strategic Plan. The City Manager reported according to the strategies in each of the Vision Elements.

Governance.

- ✓ Needed Charter amendments were introduced to a Charter Commission and the amendments were recommended for an election, which will be held in May 2015.
- ✓ The City has improved its networking capabilities with federal, state and fellow local entities.
- ✓ The City has also improved its advocacy program for Seabrook, to advocate on behalf of the city to these agencies.
- ✓ A full disclosure program was established for the City Council to annually list any conflicts of interest an individual member might have.
- ✓ A New Council Member Orientation and Training Program was established and implemented. Other training opportunities are continuously being identified for both the City Council and SEDC members.

Communications

- ✓ A comprehensive Communication Plan has been established.
- ✓ A “My Business Belongs Here” campaign has been implemented.
- ✓ New and improved reporting on Marketing Analytics has been implemented.
- ✓ A “Buy Local” campaign has also been implemented.

- ✓ A video was developed and broadcast to assist in the recruitment of police officers.
- ✓ A video to provide information regarding the bond election was developed and distributed.
- ✓ In order to enhance citizen engagement, two surveys were distributed over the Internet – one a “grocery store” survey had great response and the results are being used to market with grocery store chains. The other is the community survey that asked a variety of questions of respondents to determine need for city services.

Economic Development

- ✓ A consultant has been hired to update the Comprehensive Plan.
- ✓ Staff has prepared an analysis of the prime properties that are available for development.
- ✓ A comprehensive Capital Improvements Plan (CIP) has been identified that will assist in the overall economic development of the City.

Organizational Development

- ✓ All propositions passed in the 2014 Bond Election and projects on underway.
- ✓ A current facilities plan was developed and approved and incorporated into the annual CIP.
- ✓ A comprehensive CIP was prepared and presented to Council in 2014.
- ✓ Recruitment incentives were developed, approved and funded for the public safety department.
- ✓ New employee retention strategies have been developed, expanding certification incentives and researching new health insurance and wellness structure.

Council agreed that much had been accomplished including a successful bond election, and an upcoming election to change the Charter. All were hopeful it would be a successful election. Challenges still exist, particularly as it regards mobility, and more specifically, SH 146 reconstruction. This project appeared to be moving forward rapidly in 2014, but since has seen a major setback with the railroad company raising various issues over their right of way. It was reported that meetings are underway to resolve those issues.

Citywide Survey

The City Manager then reviewed the results of the citywide survey. Following are highlights.

- The survey included 21 questions with 476 responses
- Survey areas included: Quality of Services; Parks, Water/Recycling; Economic Development; and Communications.
- Quality of Services – “Excellent”
 - 60% Hike and Bike Trails
 - 55% Garbage Collection
 - 50% City Parks
 - 46% Police Services
- Quality of Services – “Good”
 - 49% Overall Customer Service by Employees
 - 46% Drinking Water
 - 46% Street Repair and Maintenance
 - 45% Sewer Services
- Quality of Services – “Fair”
 - 27% Economic Development
 - 23% Street Repair and Maintenance
 - 23% Traffic Enforcement
- Quality of Services – “Poor”
 - 11% Economic Development
 - 10 % Traffic Enforcement
 - 7% Street Repair and Maintenance
- Parks
 - 36% Responded they visit a few times a month
 - 60% Excellent rating on hike and bike trails
 - 50% Excellent rating on parks
- Water/Recycling
 - 53% Conserve water
 - 66% Recycle
 - 56% Would recycle more with larger bin
- Economic Development
 - 83% Some change, but keep small town charm
 - 45% Want more restaurants
 - 38% SH 146 Corridor Improved/Developed

- 37% Waterfront District Improved/Developed
- 50% Familiar with Buy Local Campaign
- 27% Would like to see a Food Event
- 29% Would like to see a Art/Cultural Event
- Communications
 - Major Sources of information
 - 64% City Website
 - 50% Social Media
 - 50% City Email Blasts
 - 51% - Signed up for Email and Enews
 - 61% - Signed up for Priority Notifications
 - 69% - Feel the city is well connected for emergency
 - Meetings
 - 59% Never attended a city meeting
 - 31% Have attended a few times a year
 - Volunteering
 - 48% Have no interest in volunteering
 - 23% Would like to volunteer but do not have time
 - 11% Yes – Interested in Volunteering

Vision Elements

The 2014 Vision Elements, with associated strategies are as follows.

- Governance
- Communication
- Economic Development
- Organizational Development

For 2015, Vision Elements are as follows.

- Governance
- Communications
- Economic Development
- Mobility
- Quality of Life
- Organizational Development

Issues and Challenges

Issues and challenges were identified for each of the revised 2015 Vision Elements as follows. They are listed in no particular order.

Governance

- There is a need to improve communication between Council and committees.
- There is a need to improve communication between committees.'

Communication

- There is a need to inform the citizens better on the following issues.
 - Flood Zone regulations and implications.
 - Conservation of water.
 - Emergency traffic laws.

Economic Development

- There is a need to conduct joint planning sessions with various committees including SEDC and P&Z.
- Economic Development in Seabrook should be done by still maintaining the residential integrity of the community.
- A program to assist local business is needed.
- It was agreed the following items will all be Waterfront development is a continuing issues.
 - There is a need for an overall plan for major corridor developments – downtown, NASA 1, SH 146.
 - The City should emphasize development that is family friendly – emphasizing a family destination.
 - There are continuing flood zone issues
 - There needs to be a renewed interest in the redevelopment of Old Seabrook (2nd Street)

Mobility

- SH 146 improvements are still pending and need to move forward.
- There is a need for an overall thoroughfare plan
- SH 146 congestion as it exists now.
- There is a need to coordinate with TxDOT and neighboring cities on weekend and special event traffic.
- This coordination can include major signage to help direct traffic in, around and through Seabrook.
- There is a need to communicate traffic enforcement issues including
 - Where the city limits is to define jurisdiction.
 - Signage.
 - Possibly with the creation of additional informational videos.

Quality of Life

- There is a need to develop a series of citywide events to direct citizens to Seabrook.
- The city should develop a program to evaluate the use of the parks system to determine if usage should be adjusted to meet needs.
- Develop Mohrhusen Park as a venue location.
- Promoting water conservation will be important as the City's water purchase contract comes up for renewal.
- There is a need for additional street lighting throughout the community.
- The survey showed that more people may be inclined to utilize recycling services if larger bins are provided.

Strategies

Based on the issues and challenges identified in each Area of Emphasis, the Council established 2015 broad strategies. The strategies are not presented in priority order. These strategies will be inserted into the existing plan, accomplished strategies will be eliminated, the revised strategies will be reprioritized and the entire 2015 Plan will be updated.

Governance

- Establish better relationships with committees
 - Establish a plan for Council liaisons for appropriate committees.
 - Receive reports from all Commissions on a regular basis.
- Increase communication to allow citizens to become stakeholders in the community.
 - Council receive semi-annual reports from Boards/Commissions.
 - Mayor provide regular reports to Board/Commissions.
 - Develop a recognition program for volunteers.
 - Establish a "Coffee with the Mayor" program.
 - Create a letter/video from the Mayor.
 - Establish an electronic Town Hall meeting format.
 - Create a "Citizens Field Trip" format to show Seabrook.
 - Provide legislative updates.
 - Report program progress/successes on a regular basis.
- Utilize innovative measures to encourage and increase transparency in Seabrook government.

Communication

- Creatively connect with the citizens, businesses and visitors.
 - Prepare a series of videos on various subjects including
 - Flood Hazards/FEMA requirements.
 - Water conservation.

- Mobility issues.
- Legislative updates.
- Community Development news (including permits).
- Traffic laws.
- Events
 - Host a citizens' university.
 - Emphasize National Night Out.
 - Develop a Public Safety Night.
- Print
 - Create emergency management information.
 - Create a calendar that also service to provide regular meeting dates and provides an annual report for the citizens.
 - Create business flyers to be used at city events.
 - Provide information on water conservation.
- Digital Media
 - Provide news on SEDC development.
 - Use new forms of social media (such as Whatz Up!).
 - Provide water conservation information.
-

Economic Development

- Establish a better relationship between Council, SEDC and P&Z.
 - Conduct joint meetings with SEDC and P&Z on a regular basis.
- Utilize the Comprehensive Plan update to address the following issues and challenges.
 - There is a need for an overall plan for major corridor developments – downtown, NASA 1, SH 146.
 - The City should emphasize development that is family friendly – emphasizing a family destination.
 - There are continuing flood zone issues
 - There needs to be a renewed interest in the redevelopment of Old Seabrook (2nd Street)
- Establish better relationships with existing businesses.
 - Create a Business Development Packet that provides basic information to new and existing businesses.
 - Establish (or utilize existing) Business Owners Association to connect the City better with existing businesses.

Mobility

- Communicate with partners and public the state of congestion in the city through videos, photographs and an awareness campaign.
- Develop a Thoroughfare Plan that addresses issues for current and future development including
 - HazMat and No Thru Truck routes

- Rating of road conditions for street repair
 - Directional detours for events and construction.
- Establish a joint signage program with TxDOT and neighboring cities to announce and direct traffic issues during large event venues in Seabrook and neighboring cities.
- Enhance traffic enforcement through a special traffic taskforce of the Police Department.
- Create a “Where I live” campaign to advertise boundaries and jurisdiction of the City of Seabrook.

Quality of Life

- Develop a plan for citywide events.
 - Hire a special events coordinator.
 - Form an events committee in the future.
 - Gather survey data on type of events desired.
 - Provide incentives to even participants (cost sharing, free advertising, etc.).
 - Establish branding for regular events.
 - Coordinate events with other cities.
 - Provide family oriented events.
 - Explore ways to use Old Seabrook area.
- Evaluate usage of City Property
 - Add parking across from pool.
 - Reallocate or add parking at City Hall.
- Evaluate usage of city park properties to determine effectiveness.
- Develop a plan to open up Mohrhusen Park as a public venue place.
- Add lighting for public safety purposes.
 - Explore grant funding.
 - Provide tax incentives-donations from private companies to improve lighting.
- Establish a program to improve water conservation and recycling opportunities.

Staff Session Implementation Plan Strategic Initiatives TBD

Implementation Plan

The executive staff met on May 5, 2015 to review the strategies prepared at the retreat and to revise the Action Plan. At those meetings, team facilitators, team members and partners were identified for the new Vision Elements. The assignment of a team facilitator and team members was designed to include additional staff in the

implementation process. Assignments were made based on their area of expertise and involvement in the implementation of the strategy. Action steps, timeline, and budgets were updated.

The culmination of the work of the Council and staff are included in the Strategic Plan attached to this Report.

Reporting

Finally, staff reviewed the reporting protocols. These protocols serve the purpose of keeping the staff on schedule with the implementation of strategies, keeping the City Manager informed, and providing regular reports to the City Council on the status of the implementation of the adopted strategies. This provides for long term accountability toward the implementation of the Strategic Plan.

Reporting Protocols

- **Council**
 - a. Receives periodic updates regarding various projects related to the strategic plan.
 - b. Receives formal status reports, including an annual report.
- **City Manager**
 - 1. City Manager receives regular updates from staff at regular staff meetings on progress of assignments.

City Council Approval

On June 16, 2015 the City Council reviewed their work as well as the work of the staff since the retreat in April. After a thorough discussion the Report, amendments were made. The Report was approved as amended unanimously.

Conclusion

The Council and staff of the City of Seabrook worked through a strategic planning process that allowed the Council to identify strategies for moving the city forward, brought the staff leadership and Council closer together as a team, and developed an implementation process to ensure the strategies are addressed and accomplished over time.

Strategic Plan 2015 By Gayle Cook

**Council/Staff Planning Retreat
April 10, 2015**

**Adopted
June 16, 2015**

**Prepared and Facilitated
By
Ron Cox Consulting**

Vision Statement

City of Seabrook

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

Mission Statement

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

City of Seabrook

City Council

Leadership Philosophy

The City Council of the City of Seabrook will lead...

- **By example – be willing to act first.**
- **By respecting your peers and their opinion.**
- **Respectfully – recognizing that Council members are still colleagues after the meeting.**
- **By respecting the administrative chain of command.**
- **With understanding of Council's role as policy makers acting through the City Manager.**
- **By making good policy.**
- **By having a long-range vision.**
- **By being a good listener.**
- **Understanding the details of issues and implications of decisions.**
- **By asking questions.**
- **With empathy.**
- **By finding consensus.**
- **Compromising when possible.**
- **By being approachable – Open door.**
- **By being inclusive of all Council members.**
- **By overlooking personality traits and looking to the issues.**
- **By meeting the community's expectations as best as possible.**
- **By being a good student.**
- **Understanding individual Council member strengths and weaknesses.**
- **With creativity.**
- **By focusing on the main things.**
- **Educating the citizens.**
- **By having and using a filter.**
- **By understanding and managing expectations.**
- **Being fiscally responsible.**
- **Being a positive cheerleader...ambassador.**
- **Willing to support the decision of the majority in the community.**
- **Keeping the negative to a minimum.**
- **Emphasizing the values of the individual Council members – honesty, respect, trustworthy, loyalty, a moral compass, sincerity, accountability and pride.**
- **By promoting the City.**

City of Seabrook

City Council

Communication Philosophy

The City Council of the City of Seabrook will communicate...

- **Clearly.**
- **Being willing to listen, first.**
- **Tell the truth – honestly.**
- **Through proper channels.**
- **Utilizing social media.**
- **Developing a clear consistent message and responding clearly to issues.**
- **By being proactive.**
- **Person to person where possible.**
- **Finding new a creative ways to communicate.**
- **Understanding **and following** the rules of the Charter.**
- **By knowing the correct answer and saying so, when unsure.**
- **Investigate before answering.**
- **In a timely manner.**
- **Don't make promises that can't be kept.**

City of Seabrook

City Council and Staff

Expectations

Council expects the following of each other...

- Cooperation between Council members.
- Be respectful and honest.
- Respect each other.
- By being transparent, disclosing one's opinion on the matter.
- With civility.
- Seeking to understand the other members' perspectives.
- Allowing a speaker to finish their point.
- Delivering the issue and the position properly.

Council expects the following of staff...

- Be accountable to Council and the citizens.
- Work in a cooperative manner.
- Provide expert recommendations.
- Be an informative resource.
- Bring issues to the table for Council consideration.
- Communicate.
- Be educated.
- Understand the staff's vision of the city, as well.
- Be comfortable approaching the Council with issues and concerns.
- Develop pros and cons for council decision-making.
- Provide training to Council.
- Be consistent.

Staff expects Council to (as defined by Council members themselves)...

- Be supportive of the staff – have their back.
- Trust their opinions, expertise and knowledge.
- Use the proper channels.
- Stay out of the media as much as possible.
- Be practical with solutions.
- Have realistic expectations.
- Disagree agreeably.
- Speak out on the issues appropriately.
- Support the staff when unfunded mandates are issued.
- Ask questions.
- Be involved in the community.
- Make the “right” decision – not just the popular ones.

City of Seabrook Staff Core Leadership Model

The City of Seabrook is committed to excellence through...

- **Exceptional and Professional Customer Service.**
- **Effective Teamwork and Partnerships.**
- **Integrity, Honesty and Respect.**
- **Sustainability and Stewardship.**
- **Accountability and Transparency.**
- **An Entrepreneurial Spirit.**

Vision Element: Economic Development

Guiding Principle: Economic development strategies need to reflect the diversity, values, interests and desires of individual local communities and its citizenry.

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 1: Establish Better Communications with SEDC and P&Z	Mayor and Council	Establish a plan for a Liaison Policy to foster ongoing communication between boards		Immediate
	City Staff	Coordinate standing agenda item and/or joint meetings		Immediate
New Initiative 2: Utilize the Comprehensive Plan Update to Address Issues and Challenges	City Manager Deputy City Manager Dir of Economic Development	Establish overall plan for major corridor developments (Old Seabrook, NASA Parkway, SH 146)	High	September 2016
	City Staff	Hold Quarterly Meetings with all Commissions		Immediate
	City Staff	Identify and work with existing and future flood zone issues		Ongoing
	City Manager Deputy City Manager Dir of Communications Dir of Economic Development	Identify events and initiatives to revitalize redevelopment in Old Seabrook (2 nd Street)	High	September 2016

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 3: Establish Better Relationships with Existing Businesses	Dir of Economic Development	Create a Business Development Packet that provides basic information to new and existing businesses		January 2016
	Dir of Economic Development	Establish (utilize existing) Business Owners Associations to connect the City better with existing businesses		Immediate
Initiative 4: Create opportunity to attract a diverse economic base	Mayor and Council P&Z Community Development SEDC	Create opportunity for Class “A” office space and higher-end retail space		September 2016
	Dir of Economic Development Dir of Communications	Define and communicate areas prime for development		September 2016
	SEDC Mayor and Council	Maintain and expand existing incentive packages	High	September 2016
	City Manager Dir of Economic Development Deputy City Manager Public/Private Partners	Recruit a grocery anchor	High	September 2016
	City Manager Dir of Economic Development Deputy City Manager Public/Private Partners	Recruit a full service hotel		September 2016
	City Manager Dir of Economic Development Deputy City Manager Public/Private Partners	Create destination type development	High	September 2016

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
	City Manager Dir of Economic Development Deputy City Manager Public/Private Partners	Attract medical services		September 2016
	City Manager Dir of Economic Development Deputy City Manager Public/Private Partners	Attract professional office space		September 2016
Initiative 5: Develop and maintain city services to provide support services	City Manager Deputy City Manager Dir of Public Works City Engineer Dir of Economic Development	Seek out funding for infrastructure development and improvements		Ongoing

Vision Element: Organizational Development

Guiding Principle: To be the driving force that serves this city and community

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
Initiative 1: Create a staff plan for recruitment, retention and replacement of retiring employees	City Manager HR Director Dir of Finance	Develop an RFP and conduct a Salary Survey by a consultant	High	September 2015
	City Manager All Directors	Develop New Retention Strategies		Ongoing
	HR Director (Lead) All Directors	Develop and start Generational training		April 2016
Initiative 2: Create and maintain an atmosphere of learning that encourages ongoing training and improvement	All Directors	Continue and expand on training opportunities to staff (example: Brownbag Webinar Series, Tailgate Meetings)		Ongoing

Vision Element Governance

Guiding Principle: Continue to have the governing body recognize their responsibility for proper governance and the need to conduct its business in an orderly and effective manner

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 1: Build better relationships with all boards and commissions in order to keep a unified vision across all volunteer boards	City Manager City Secretary All Directors	Council to receive quarterly reports from Boards/Commissions		
	Mayor City Secretary All Directors	Mayor to provide regular report to Boards/Commissions		
	Mayor City Manager	Provide Legislative Updates		
	Mayor and Council City Manager All Directors	Report program progresses/successes on a regular basis		
New Initiative 2: Increase communication to allow citizens to become stakeholders in the community	City Manager All Directors Dir of Communications	Develop a recognition program for volunteers		
	Mayor City Manager Dir of Communications	Establish a “Coffee with the Mayor” Program		

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
(Cont.) New Initiative 2: Increase communication to allow citizens to become stakeholders in the community	Mayor City Manager Dir of Communications	Create a Letter/Video from the Mayor		
	City Manager Dir of Communications	Establish an Electronic Town Hall Meeting format		
	City Manager All Directors Dir of Communications	Create a “Citizens Field Trip” format to show Seabrook government in action		
	All Directors	Utilize innovative measures to encourage and increase transparency in Seabrook government		

Vision Element Communication

Guiding Principle: To inform and engage citizens, business and visitors by providing and responding with timely, reliable and accurate information.

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
Initiative 1: Economic Development	Dir of Economic Dev Deputy City Manager Dir of Communications	Create new marketing materials that identify “Available Incentives”, “Zoned Community” and “Easily Accessible”		
	City Manager Deputy City Manager Dir of Economic Dev Dir of Communications	Create new marketing materials for major projects (i.e. Waterfront and SH 146)		
New Initiative 2: Creatively connect with the citizens, businesses and visitors	All Directors Dir of Communications	Prepare a series of videos on various subjects including • Flood Hazards/FEMA • Water Conservation • Mobility Issues • Legislative Updates • Community Development news (including permits) • Traffic Laws		

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 2 (Cont.): Creatively connect with the citizens, businesses and visitors	City Manager Emerg Mgmt Coord Police Chief Dir of Communications	Events • Citizen's University • National Night Out • Public Safety Night		
	Emerg Mgmt Coordinator City Manager All Directors	Print • Create emergency management information • Create a calendar that also services to provide regular meeting dates and provides annual report to citizens • Create flyers to distribute to businesses on city events and happenings • Provide information on water conservation		
	Dir of Economic Development Dir of Communications Dir of PW Asst Dir of PW	Digital Media • Provide news on SEDC development • Use new forms of Social Media (such as Whatz Up!) • Provide Water Conservation information		

Vision Element

New Mobility

Guiding Principle:

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 1: Communicate with partners and public the state of congestion in the city	City Manager Deputy City Manager Dir of Economic Development All Directors	Network with economic and transportation associations to raise awareness (Economic Alliance, BAYTRAN)		Ongoing
	City Manager Dir of Communications	Create an Awareness Campaign to include new material to distribute to including videos, photographs and TransStar Message Board		Ongoing
New Initiative 2: Develop a Thoroughfare Plan that addresses issues for current and future development	City Manager Deputy City Manager	Develop an Scope of Services for a Thoroughfare Plan that works with the current update to the Comprehensive Master Plan		
	Emerg Mgmt Coordinator Chief of Police City Manager Deputy City Manager	Include in final plan HazMat routes and designation of “No Truck” routes		
	City Manager Deputy City Manager	Include in final plan rating of road conditions for street repair		

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
	City Manager Deputy City Manager	Include and identify directional detours for events and construction		
New Initiative 3: Establish a joint signage program	City Manager Deputy City Manager	Partner with TxDot and neighboring cities to announce and direct traffic issues during large event venues in Seabrook and neighboring cities		
New Initiative 4: Enhance traffic enforcement through a special traffic taskforce	Chief of Police	Develop a new division within the PD to focus only on traffic enforcement during certain periods		
New Initiative 5: Create a “Where I Live” Campaign	City Manager Deputy City Manager Dir of Comm	Develop a campaign to advertise boundaries and jurisdiction of the City of Seabrook		

Vision Element

New Quality of Life

Guiding Principle:

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 1: Develop a plan for monthly (or regular) citywide events	City Manager Mayor and Council	Hire a special events coordinator		
	All Directors	Form an events committee in the future		
	Dir of Communications	Gather survey data on type of events desired		
	Mayor and Council City Manager	Provide incentives to event holders (cost sharing, free advertising, etc)		
	Dir of Comm	Establish branding for regular events		
	City Manager All Directors	Coordinate events with other cities		
	City Manager All Directors	Provide family oriented events		
	City Manager Deputy City Manager All Directors	Explore ways to use Old Seabrook area		

Strategic Initiative	Committee/Staff Designee	Action Steps	Priority	Timeline
New Initiative 2: Evaluate usage of City Property	City Manager Deputy City Manager Dir of PW	Evaluate additional parking options city wide (emphasis Parks, Old Seabrook)		Immediate
	City Manager Deputy City Manager Dir of PW	Reallocate or add parking at City Hall		September 2016
	City Manager Deputy City Manager Asst Dir of PW	Re-evaluate all City Parks for better or additional uses and/or flow		Ongoing
New Initiative 3: Add lighting for public safety purposes	City Manager Emerg Mgmt Coord	Explore grant funding		
	City Manager Deputy City Manager Dir of Economic Dev	Provide tax incentives-donations from private companies to improve lighting		
New Initiative 4: Establish a program to improve water conservation and recycling opportunities	City Manager Dir of PW Asst Dir of PW Dir of Comm	Develop new education programs for new citizens and existing residents to include tips		
	City Manager	Research updated cost on recycling pilot program and potential areas		

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
23	OPEN/IN WORK	11/4/2014			Mayor/ City Mgr.			5.1	Provide periodic updates on TxDOT's progress to improve/widen SH 146.	
30	OPEN/IN WORK	11/18/2014			Staff			4.2	Provide periodic updates of Strategic Plan	
31	OPEN/IN WORK	12/2/2014			Staff			6.1	Mystic Village traffic issues and traffic count	Traffic plan is being considered on a staff level.
32	OPEN/IN WORK	2/17/2015			Staff			6.1	Provide periodic project updates	
33	OPEN/IN WORK	2/17/2015			Staff			6.1	Provide periodic updates on Master Plan	

June 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<i>1</i>	<i>2</i> Council 7 p.m.	<i>3</i>	<i>4</i> Open Space & Trails 5 p.m.	<i>5</i>	<i>6</i>
<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i> EDC 7 p.m.	<i>12</i>	<i>13</i>
<i>14</i>	<i>15</i>	<i>16</i> Council 7 p.m.	<i>17</i>	<i>18</i> P&Z 7:00 p.m. Tx Outlaw Challenge	<i>19</i> Tx Outlaw Challenge	<i>20</i> Tx Outlaw Challenge
<i>21</i> Tx Outlaw Challenge	<i>22</i>	<i>23</i>	<i>24</i>	<i>25</i> Michele's Re- tirement Party 4:30-6:30pm Comm. House	<i>26</i>	<i>27</i>
<i>28</i>	<i>29</i>	<i>30</i>				

July 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Open Space & Trails Committee 5:00p.m.	3 City offices closed for 4th of July holiday	4 4th of July Kids' Parade
5	6	7 Council 7 p.m.	8 Summer Fun in the Park	9 EDC 7:00p.m.	10	11
12	13	14 Council 7 p.m. (Budget mtg)	15	16 P&Z 7:00p.m.	17	18
19	20	21 Council 7 p.m.	22 Summer Fun in the Park	23	24	25
26	27	28 Council 7 p.m. (Budget mtg)	29	30 Master Plan Public Meeting 7:00p.m.	31	