



SEABROOK CITY COUNCIL  
**NOTICE OF REGULAR CITY COUNCIL TELECONFERENCE MEETING**  
**TUESDAY, APRIL 21, 2020 - 6:00 PM**

For city information visit [www.seabrooktx.gov](http://www.seabrooktx.gov)  
For SH 146 updates visit [www.sh146.com](http://www.sh146.com)

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY APRIL 21, 2020 AT 6:00 PM** BY TELECONFERENCE TO **DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

DUE TO THE CLOSING OF ALL CITY FACILITIES TO THE PUBLIC, THIS MEETING WILL ONLY BE OPEN TO THE PUBLIC VIA REMOTE ACCESS THAT ALLOWS FOR TWO-WAY COMMUNICATIONS FOR THOSE DESIRING TO PARTICIPATE. MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIA TELEPHONE BY CALLING (877) 568-4106 AND ENTERING ACCESS CODE 930-520-389 TO LISTEN TO THE MEETING AND/OR PROVIDE COMMENT DURING THE PUBLIC COMMENTS PORTION OF THE AGENDA. MEMBERS OF THE PUBLIC MAY ACCESS THE AGENDA AND ATTACHMENTS ONLINE AT [WWW.SEABROOKTX.GOV/AGENDACENTER](http://WWW.SEABROOKTX.GOV/AGENDACENTER).

**THOSE PERSONS WISHING TO SPEAK DURING THE PUBLIC COMMENTS PORTION OF THE AGENDA MUST REGISTER NO LATER THAN 3:00 P.M. ON TUESDAY, APRIL 21, BY SENDING AN EMAIL TO [RLENIO@SEABROOKTX.GOV](mailto:RLENIO@SEABROOKTX.GOV) AND PROVIDING YOUR NAME, ADDRESS, AND PHONE NUMBER.**

**1. PRESENTATIONS**

**1.1** Presentation of a proclamation recognizing April 12-18, 2020 as 9-1-1 Public Safety Telecommunicators Week. *Thom Kolupski, Mayor*

**ATTACHMENT:** [Proclamation](#)

**1.2** Presentation of a proclamation recognizing April 12-18, 2020, as National Animal Care & Control Appreciation Week. *Thom Kolupski, Mayor*

**ATTACHMENT:** [Proclamation](#)

**1.3** Presentation of the Annual Public Safety Report. *Sean Wright, Chief of Police*

**ATTACHMENT:** [Annual Public Safety Report](#)

**1.4** Presentation on the Comprehensive Financial Report for period ending March 31, 2020. *Michael Gibbs, Director of Finance*

**ATTACHMENT:** [Comprehensive Financial Report](#)

**1.5** Presentation and update for FY19-20 Hotel Occupancy Tax (HOT) Budget. *LeaAnn Dearman Petersen, Director of Community and Visitor Relations*

**ATTACHMENT:** [HOT Financials](#)

## **2. PUBLIC COMMENTS AND ANNOUNCEMENTS**

*At this time, we would like to listen to any member of the public who has registered to speak on any subject matter, whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker, shall be limited to City business or City-related business or matters of general public interest, and shall not include any personal attacks. In accordance with the Texas Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please unmute your device mic and state your name and address clearly before making your comments. Thank you.*

## **3. BID AWARD**

**3.1** Consider and take all appropriate action on a Bid Award for Project 2020-02, Disposal of Municipal Sludge to the lowest bidder, Wastewater Transport Services. *Kevin Padgett, Director of Public Works*

**ATTACHMENTS:** [Agenda Briefing](#) [Bid Tabulation](#)

## **4. CONSENT AGENDA**

**4.1** Approve the minutes of the March 24, 2020 special City Council meeting. *Robin Lenio, City Secretary*

**ATTACHMENT:** [March 24, 2020 special minutes](#)

**4.2** Approve the minutes of the March 17, 2020 regular City Council meeting, including emergency addendum items. *Robin Lenio, City Secretary*

**ATTACHMENT:** [March 17, 2020 regular minutes](#)

**4.3** Approve the minutes of the October 22, 2019 special City Council meeting. *Robin Lenio, City Secretary*

**ATTACHMENT:** [October 22, 2019 special minutes](#)

**4.4** Approve the minutes of the August 26, 2019 special City Council meeting. *Robin Lenio, City Secretary*

**ATTACHMENT:** [August 26, 2019 special minutes](#)

**4.5** Approve the minutes of the April 2, 2019 regular City Council meeting. *Robin Lenio, City Secretary*

**ATTACHMENT:** [April 2, 2019 regular minutes](#)

## **5. NEW BUSINESS**

**5.1** Consider and take all appropriate action on first of two

readings of EDC Resolution 2020-02, "Emergency Business Retention Incentive Project", to be included in Projects Fund Budget Line Item 707-5617, for Fiscal Year 2019/2020". This Resolution was approved by the Seabrook Economic Development Board on April 14, 2020. *Paul Chavez, Director of Economic Development*

**ATTACHMENTS:** [Agenda Briefing](#) [EDC Resolution 2020-02](#) [Emergency Incentive Policy](#) [Vendor Packet](#)

**5.2** Consider and take all appropriate action on a contract between the City of Seabrook and Wastewater Transport Services, for Project 2020-02, Disposal of Municipal Sludge, in an amount not to exceed \$172,500.00. for a three (3) year term, beginning May 1, 2020, with the option for two (2) additional twelve month extensions. *Kevin Padgett, Director of Public Works*

**ATTACHMENTS:** [Agenda Briefing](#) [Bid Tabulation](#) [Contract](#)

**5.3** Consider and take all appropriate action on proposed Resolution 2020-07, "Amendment to the City of Seabrook Purchasing Policy". *Michael Gibbs, Director of Finance*

**ATTACHMENTS:** [Agenda Briefing](#) [Resolution 2020-07](#) [Amended Purchasing Policy](#)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, AMENDING AND UPDATING THE PURCHASING POLICY FOR THE CITY OF SEABROOK TO ALLOW FOR BID SUBMITTALS BY ELECTRONIC TRANSMISSION; AND REPEALING RESOLUTION 2020-04

**5.4** Consider and take all appropriate action on the appointment of Public Purchasing as the company to manage and administer the electronic transmission of bid submittals for the City of Seabrook.

*Michael Gibbs, Director of Finance*

**ATTACHMENT:** [Agenda Briefing](#)

**5.5** Consider and take all appropriate action on proposed Resolution 2020-08, "Adoption of the City of Seabrook Electronic Signature Policy". *Robin Lenio, City Secretary*

**ATTACHMENTS:** [Agenda Briefing](#) [Resolution 2020-08](#) [Electronic Signature Policy](#)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, ADOPTING AN ELECTRONIC SIGNATURE POLICY FOR THE CITY OF SEABROOK

## **6. ROUTINE BUSINESS**

**6.1** Update and report on various items that require no action, including SH 146 Expansion Project, City of Seabrook CIP Projects, and City of Seabrook Grant Administration. *Gayle Cook, City Manager*

**6.2** Discuss, consider, and if appropriate take action on items related to COVID-19 virus. *Gayle Cook, City Manager and Brad*

*Goudie, Director of Emergency Services*

**6.3** Establish future meeting dates and agenda items. *City 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.

I certify that this notice was posted on the bulletin board on or before Friday, April 17, 2020 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Robin Lenio, TRMC  
City Secretary