

1 The City Council of the City of Seabrook met in special teleconference session on Tuesday, July
2 7, 2020 at 6:30 p.m. to discuss, consider and if appropriate, take action on the items listed below.

3
4 THOSE PRESENT WERE:

5 THOM KOLUPSKI	MAYOR
6 ED KLEIN	COUNCIL PLACE NO. 1
7 LAURA DAVIS	COUNCIL PLACE NO. 2
8 JEFF LARSON	COUNCIL PLACE NO. 3
9 NATALIE PICHA	MAYOR PRO TEM
10	COUNCIL PLACE NO. 4
11 BUDDY HAMMANN	COUNCIL PLACE NO. 5
12 JOE MACHOL	COUNCIL PLACE NO. 6
13 GAYLE COOK	CITY MANAGER
14 SEAN LANDIS	DEPUTY CITY MANAGER
15 STEVE WEATHERED	CITY ATTORNEY
16 ROBIN LENIO	CITY SECRETARY

17
18 Mayor Kolupski called the meeting to order at 6:00 p.m. and conducted roll call to establish a
19 quorum of City Council members.

20
21 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS – none**

22
23 By Consensus of Council, the CLOSED EXECUTIVE SESSION and OPEN SESSION were
24 moved to the beginning of the meeting.

25
26 **8. CLOSED EXECUTIVE SESSION**

27
28 **8.1 Section 551.087**

29 Conduct a closed executive session to discuss commercial information the City has received from
30 business prospects that it seeks to have located, stay or expanded in the City and which the City is
31 conducting economic development negotiations, including deliberations of a financial offer or
32 incentive. *Gayle Cook, City Manager*

33
34 At 6:35 p.m., Mayor Kolupski announced that the City Council will now hold a closed
35 executive meeting pursuant to the provisions of the Open Meetings Act, Chapter 551 Government
36 Code, and Vernon’s Texas Codes Annotated, in accordance with the authority contained in
37 Sections 551.087, Economic Development Negotiations.

38
39 **9. OPEN SESSION**

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41 At 7:42 p.m., Mayor Kolupski reconvened the meeting in open session and stated that item
42 8.1 had been discussed, but that no action had been taken in executive session

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44
45

46 **2. BOARDS, COMMISSIONS, AND TASK FORCES**

47

48 **2.1** Interview candidates for a position on the Planning & Zoning Commission to replace Tracie
49 Soich, for a term to expire January 2023. *City Council*

50

51 The City Council interviewed four candidates and reviewed two applications for a position
52 on the Planning & Zoning Commission to replace Tracie Soich, for a term to expire January 2023.

53

54 **2.2** Consider and take all appropriate action on appointment of a member to the Planning &
55 Zoning Commission to replace Tracie Soich, for a term to expire January 2023. *City Council*

56

57 *Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol*

58

59 *To appoint Rob Hefner to the Planning & Zoning Commission to replace Tracie Soich, for a term*
60 *to expire January 2023.*

61

62 **MOTION CARRIED BY UNANIMOUS CONSENT**

63

64 **2.3** Consider and take all appropriate action on proposed Resolution 2020-12, "Appointment of
65 the Seabrook Open Space and Trails Committee to Serve as the Carothers Coastal Gardens Task
66 Force II". *Sean Landis, Deputy City Manager*

67

68 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,
69 FORMALLY APPOINTING THE SEABROOK OPEN SPACE AND TRAILS COMMITTEE
70 TO SERVE AS THE CAROTHERS COASTAL GARDENS TASK FORCE II; REPEALING
71 RESOLUTION 2020-02, PASSED AND APPROVED ON THE 18TH DAY OF FEBRUARY
72 202, AND ALL OTHER RESOLUTIONS IN CONFLICT WITH THIS RESOLUTION

73

74 Sean Landis, Deputy City Manager, explained that Council approved a resolution to create
75 a Carothers Task Force I, which met and provided recommendations to Council for the use of the
76 property. Shortly after that meeting, Council approved a second resolution (Resolution 2020-02)
77 to create a Carothers Task Force II. Due to COVID issues and the difficulty of meeting in person,
78 staff is requesting that Council repeal the original resolution for Task Force II, and adopt a new
79 resolution that opens the members of the Open Space and Trails Committee as the Task Force II,
80 using the same scope of review that was originally created in Resolution 2020-02. In reviewing
81 the Open Space Committee Bylaws, much of the scope for research for Carothers uses is included
82 in the OST Bylaws; therefore, staff is requesting that the Open Space members be given the
83 opportunity to fulfill that scope and look at options for Carothers.

84

85 Council members discussed their concerns that the original idea to have fresh eyes look at
86 the Carothers property might not be met by appointing only the Open Space and Trails Committee,
87 even though the Open Space members will bring experience and insight to the Task Force that will
88 be very valuable; therefore, Council did not take action on Resolution 2020-12 and instead asked
89 Staff to amend the resolution to include the appointment of four members of the public in addition
90 to the Open Space and Trails Committee members.

91 **3. HOTEL OCCUPANCY ALLOCATIONS**

92

93 **3.1** Consider and take all appropriate action on allocation of funds for events to be funded with
 94 Hotel Occupancy Tax (HOT) for FY 20/21. Compliance for HOT funding expenditures requires
 95 that there must be a finding (1) that the expenditure directly promotes tourism and the convention
 96 and hotel industry, and only if (1) is so determined, (2) that the expenditure is a permissible use as
 97 approved by statute (i.e. advertising to promote tourism; promotion of the arts, etc.) *LeaAnn*
 98 *Petersen, Director of Community & Visitor Relations*

99

100 LeaAnn Petersen, Director of Community & Visitor Relations reminded Council that they
 101 had agreed at the last City Council meeting to postpone the HOT allocations for FY20/21 until
 102 Council members had a little longer to look at the proposed HOT budget and make their own
 103 individual recommendations for requested allocations.

104

105 After some discussion regarding the required criteria for directly promoting tourism and
 106 the convention and hotel industry, Council voted as follows on the requested allocations:

107

	Motion & Second	Vote	Allocation
<i>Bay Access Sailing</i>	Larson - motion Klein - 2 nd	unanimous	\$20,000
<i>Bay Area Houston Ballet & Theater</i>	Picha - motion Larson - 2 nd	5-2 nays – Davis; Kolupski	\$2,000
<i>Christmas Boat Parade</i>			Funded from another account
<i>Gulf Coast Film Festival</i>	Klein - motion Davis- 2 nd	6-1 nay - Kolupski	\$2,000
<i>JFest Southwest</i>	Machol - motion Picha - 2 nd	6-1 nay - Klein	\$12,000
<i>Keels & Wheels</i>	Machol - motion Klein - 2 nd	unanimous	\$50,000
<i>Seabrook Lucky Trail</i>	Davis - motion Klein - 2 nd	unanimous	\$20,000
<i>Saltwater Derby</i>	Hammann - motion Machol - 2 nd	unanimous	\$10,000
<i>Texas Outlaw Challenge</i>	Machol - motion Picha - 2 nd	unanimous	\$30,000
<i>Yachty Gras</i>	Davis - motion Klein - 2 nd	unanimous	\$10,000

108

109 **4. CONSENT AGENDA**

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111 **4.1** Approve on second reading proposed Ordinance 2020-16, "Revise Section 90-80 (No
 112 Parking) by Adding Additional Streets." *Brian Craig, City Engineer and Assistance Director of*
 113 *Public Works*

114 AN ORDINANCE AMENDING CHAPTER 90 OF THE CODE OF ORDINANCES OF THE
115 CITY OF SEABROOK, TEXAS, ENTITLED, "TRAFFIC AND VEHICLES", ARTICLE III,
116 "STOPPING, STANDING, AND PARKING", DIVISION I, "GENERALLY", SECTION 90-80,
117 "SCHEDULE I: NO PARKING ZONES"; PROVIDING UPDATE OF ADDITIONAL STREETS
118 TO THE LIST FOR RESTRICTED PARKING; PROVIDING FOR A PENALTY IN AN
119 AMOUNT OF NOT MORE THAN TWO HUNDRED DOLLARS (\$200.00) FOR VIOLATION
120 OF ANY PROVISIONS HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL
121 ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT
122 HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR NOTICE

123
124 **4.2** Approve the renewal of the Employee Medical Insurance Plan with BlueCross BlueShield of
125 Texas for the plan year beginning August 1, 2020. *Yesenia Garza, Director of Human Resources*
126

127 **4.3** Approve the renewal of the Employee Dental Plan with Aetna for the plan year beginning
128 August 1, 2020. *Yesenia Garza, Director of Human Resources*
129

130 **4.4** Approve the minutes of the June 23, 2020 special City Council meeting. *Robin Lenio, City*
131 *Secretary*
132

133 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*
134

135 *To approve the Consent Agenda as presented.*
136

137 **MOTION CARRIED BY UNANIMOUS CONSENT**
138

139 **5. NEW BUSINESS**

140
141 **5.1** Consider and take all appropriate action on proposed Story Walk signage and on a pilot
142 program for a proposed edible forest. *Kevin Padgett, Director of Public Works*
143

144 Kevin Padgett, Director of Public Works, explained that Evelyn Meador library, along with
145 Rotaract, are proposing both Story Walk signage and an Edible Forest.
146

147 **EDIBLE FOREST** - Mr. Padgett explained that the edible forest is a proposal that is
148 incorporated with the Community Garden program at the Evelyn Meador Library to plant fruit
149 trees, partially on City property, just east of the library. The edible forest would be Phase III of
150 the Community Garden. Phase I was an herb garden and Phase II was a vegetable garden with
151 outdoor running space and benches. The edible forest would be self-sustaining and the pilot would
152 be ten (10) trees, donated or purchased through the library, with grants to add additional trees.
153 More specifically, the Evelyn Meador Library and the Rotaract agree to 1. provide (10) edible
154 forest trees / plantings through donations or grants secured by Seabrook Rotaracts; 2. limit the
155 number of pilot program edible forest plantings on CITY property to (10); 3. limit the edible forest
156 planting locations to areas which disallow root reach or overhang of limbs to cover the Seabrook
157 hike and bike trails; 4. perform plantings in Fall 2020 / Winter 2021; 5. be responsible for watering
158 and care of the edible forest plantings during root establishment and throughout the life cycle of

159 the plantings; 6. collect unfit for consumption dropped fruit to be utilized for composting, secured
160 on library property; and 7. include self-sustaining maintenance with the assistance of either
161 Seabrook Rotaract or Evelyn Meador Library volunteers. The City agrees to provide space on
162 City park property to accommodate the (10) Edible Forest trees / plantings as part of the Evelyn
163 Meador Library and Seabrook Rotaract Phase III of the Community Garden project.

164

165 *Motion was made by Mayor Pro Tem Picha and seconded by councilmember Davis*

166

167 *To approve a Memorandum of Understanding with Rotaract for an Edible Forest pilot program*
168 *as part of a Community Garden project started by the Open Space and Trails Committee, the*
169 *Evelyn Meador Library, and Seabrook Rotaract, with modification to reduce the number of trees,*
170 *and a requirement to bring the MOU back to Council for review once it is drafted.*

171

172 **MOTION CARRIED BY UNANIMOUS CONSENT**

173

174 **STORY WALK SIGNAGE** – Mr. Padgett explained that a Story Walk includes up to 20
175 signs about a child’s view in height, along the trails, near the library and at Meador Park,
176 underneath trees and near benches to avoid a problem with mowing. A Story Walk is literally a
177 book that can be read as children walk along the trails, they are able to continue the story until they
178 reach the end. More specifically, the Evelyn Meador Library agrees to 1. provide Storywalk
179 signage to loop around Harris County property within Evelyn Meador Branch Library property, as
180 well as within City of Seabrook park property adjacent to the Library; 2. limit the number of
181 Storywalk signs on City property to (6); 3. limit the Storywalk sign install height not to exceed 34
182 inches; 4. refrain from installing Storywalk signs within 6 feet of a Seabrook network granite hike
183 and bike trail; 5. Install and maintain the Storywalk signs as the sole responsibility of the Library,
184 including removal of the signs at the manufacturer’s recommended life expectancy date; and 6.
185 interchange stories within the signs for the Storywalk. The City agrees to provide space on City
186 park property to accommodate the (6) Storywalk signs.

187 *Motion was made by Councilmember Klein and seconded by Mayor Pro Tem Picha*

188

189 *To approve a Memorandum of Understanding with Harris County for Story Walk signage to be*
190 *placed along trails throughout Meador Park and within Evelyn Meador Library facility property*
191 *for a fun, educational activity that places a children's story (literally a book taken apart) along a*
192 *popular walking route in the community with a modified plan to reduce the number of signs.*

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194 **MOTION CARRIED BY UNANIMOUS CONSENT**

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201 **5.2** Consider and take all appropriation action on proposed Resolution 2020-10, "Adoption of
202 Hazard Mitigation Plan". *Brad Goudie, Director of Emergency Services*

203
204 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,
205 ADOPTING THE HARRIS COUNTY MULTI-HAZARD MITIGATION PLAN

206
207 *Motion was made by Councilmember Davis and seconded by Councilmember Klein*

208
209 *To approve Resolution 2020-10, "Adoption of Hazard Mitigation Plan".*

210
211 **MOTION CARRIED BY UNANIMOUS CONSENT**

212
213 **5.3** Consider and take all appropriate action on proposed Resolution 2020-11, "Designation of
214 Officer or Employee for Tax Rate Calculations". *Michael Gibbs, Director of Finance*

215
216 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,
217 DESIGNATING MICHAEL GIBBS AS EMPLOYEE TO CALCULATE THE NO-NEW
218 REVENUE TAX RATE AND THE VOTER APPROVAL TAX RATE IN ACCORDANCE
219 WITH THE TEXAS TAX CODE

220
221 *Motion was made by Councilmember Machol and seconded by Mayor Pro Tem Picha*

222
223 *To approve Resolution 2020-11, Designation of Michael Gibbs for Tax Rate Calculations.*

224
225 **MOTION CARRIED BY UNANIMOUS CONSENT**

226
227 **6. DISCUSSION ITEMS**

228
229 **6.1** Discuss, consider and take all appropriate action on the creation of additional Public Safety
230 Programs. *Joe Machol, City Council At Large Position 6*

231
232 Councilmember Machol explained that he would be willing to postpone this item until the
233 next City Council meeting because the time was almost 10:00 p.m.

234
235 **6.2** Discuss, consider and take all appropriate action on the City's parks and aquatic facilities as
236 it relates to public health and safety. *Kevin Padgett, Director of Public Works/Parks and Sean*
237 *Landis, Deputy City Manager*

238
239 Gayle Cook, City Manager, explained that item 6.2 was more for information purposes
240 than discussion and action, and that she would email a summary to City Council after the meeting.

241
242
243
244

245 **6.3** Discuss, consider and take all appropriate action on Executive Orders by the Mayor. *Gayle*
246 *Cook, City Manager*

247
248 Ms. Cook decided to postpone item 6.3 until the next City Council meeting because the
249 time was almost 10:00 p.m.

250
251 *At 10:00 p.m., Councilmember Davis asked if the Council was going to vote to extend the meeting*
252 *past 10:00 p.m. Mayor Kolupski took a roll call vote on approval of extending the meeting by 30*
253 *minutes to 10:30 p.m.*

254
255 **BY UNANIMOUS VOTE, THE CITY COUNCIL DENIED THE 30 MINUTE EXTENSION**

256
257 **7. ROUTINE BUSINESS**

258
259 **7.1** Update and report on various items that require no action, including SH 146 Expansion
260 Project, City of Seabrook CIP Projects, and City of Seabrook Grant Administration. *Gayle Cook,*
261 *City Manager*

262
263 This item was postponed due to the vote by Council to end the meeting at 10:00 p.m.

264
265 **7.2** Update and discuss report by City Manager on COVID related issues. *Gayle Cook, City*
266 *Manager and Brad Goudie, Director of Emergency Services*

267
268 This item was postponed due to the vote by Council to end the meeting at 10:00 p.m.

269
270 **7.3** Establish future meeting dates and agenda items. *City Council*

271
272 The next regular City Council meeting will be held on Tuesday, July 21, at 6:00 p.m.
273 There will be a special budget workshop meeting on Tuesday, July 28, at 6:00 p.m.

274
275 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 10:03 p.m.

276
277 Approved this 28th day of July, 2020.

278
279
280 *Thomas G. Kolupski*

281
282 _____
283 Thomas G. Kolupski
284 Mayor

285
286 *Robin Lenio*
287 _____
288 Robin Lenio, TRMC
289 City Secretary

