

1 The City Council of the City of Seabrook met in regular session on Tuesday, July 2, 2019 at 7:00
2 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if
3 appropriate, take action on the items listed below.
4

5 **THOSE PRESENT WERE:**

- | | |
|----------------------------|---------------------|
| 6 THOM KOLUPSKI - Ex. Abs. | MAYOR |
| 7 ED KLEIN | COUNCIL PLACE NO. 1 |
| 8 LAURA DAVIS | COUNCIL PLACE NO. 2 |
| 9 JEFF LARSON | COUNCIL PLACE NO. 3 |
| 10 NATALIE PICHA | MAYOR PRO TEM |
| 11 | COUNCIL PLACE NO. 4 |
| 12 BUDDY HAMMANN | COUNCIL PLACE NO. 5 |
| 13 JOE MACHOL | COUNCIL PLACE NO. 6 |
| 14 GAYLE COOK | CITY MANAGER |
| 15 SEAN LANDIS | DEPUTY CITY MANAGER |
| 16 STEVE WEATHERED | CITY ATTORNEY |
| 17 ROBIN HICKS | CITY SECRETARY |

18
19 Mayor Pro Tem Picha called the meeting to order at 7:00 p.m. and led the audience in the United
20 States and Texas Pledge of Allegiance.
21

22 **1. PRESENTATIONS**

23
24 **1.1** Presentation of a proclamation to honor and recognize Bruce and Jenny Arunyon for their
25 tremendous contribution to the City of Seabrook through the donations and work on the Bay Area
26 Veterans' Memorial. (Kolupski)
27

28 Mayor Pro Tem Picha read and presented the proclamation to the Arunyon's and stated
29 that she was honored to present the proclamation to them. Pro Tem Picha stated that she knew
30 that Mayor Kolupski would have loved to be here to honor these wonderful residents.
31

32 Ms. Arunyon thanked the City Council, City staff, and all those in the audience who
33 participated with them in their endeavors to build the memorial.
34

35 **2. PUBLIC COMMENTS AND ANNOUNCEMENTS**

36
37 Paul Robinson, 4600 Country Club, Dickinson, TX, stated that he promotes the Texas
38 Outlaw Challenge event, and this year's event saw record numbers; however, for the first time in
39 12 years, there was an incident during the shootout. The driver and navigator were rejected out of
40 the boat. Safety team were there in 30 seconds and subjects were on their way to hospital within 2
41 minutes. They were released later. Two days after the event, the organizers were contacted about
42 considering putting hydroplanes back in Clear Lake, after seeing how well the emergency was
43 handled during the shootout.
44

45 Terry Moore, 2709 N. Meyer, thanked Council for entertaining item 5.1 on the agenda for
46 the sidewalk. Parents have watched children come home from school and dodge cars, so this
47 construction is good. Is the sidewalk going to be on the east side or the west side of N. Meyer? I
48 did a little research, called the City, and it will be on the east side.
49

50 **2.1** Mayor, City Council, and/or members of City staff may make announcements about
51 City/Community events. (Council)
52

53 Councilmember Davis announced the following upcoming events: 4th of July Kids'
54 Parade; City offices closed on 4th of July; and Movie in the Park to celebrate the 50th Anniversary
55 of the moon landing.
56

57 **3. BID AWARDS**
58

59 **3.1** Consider and take all appropriate action on a Bid Award for Project 2019-07 for Employee
60 Medical/RX Insurance. (Garza / Consultant)
61

62 Yesenia Garza, HR Director, stated that the City went out to bid on medical and dental,
63 and this year BlueCross BlueShield of Texas is able to offer a decrease of 3.5%, which is a decrease
64 for the second year in a row. Having a decrease means employees are utilizing the insurance best
65 and not abusing it. A decrease, especially two years in a row, is rare due to market trends or issues.
66 The plan design also remains the same for 2 years in a row.
67

68 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*
69

70 *To approve a Bid Award for Project 2019-07 for Employee Medical/RX Insurance to BlueCross*
71 *Blue Shield of Texas.*
72

73 **MOTION CARRIED BY UNANIMOUS CONSENT**
74

75 **3.2** Consider and take all appropriate action on a Bid Award for Project 2019-07 for Employee
76 Dental Insurance. (Garza / Consultant)
77

78 *Motion was made by Councilmember Davis and seconded by Councilmember Klein*
79

80 *To approve a Bid Award for Project 2019-07 for Employee Dental Insurance to Aetna.*
81

82 **MOTION CARRIED BY UNANIMOUS CONSENT**
83

84 **3.3** Consider and take all appropriate action on a Bid Award for Project 2019-06 for an update to
85 the Open Space and Parks Master Plan. (Padgett)
86

87 Kevin Padgett, Director of Public Works, explained that the City's current plan was
88 completed in 2012 and is in need of an update. The contractor for this plan will review the parks
89 plan, make updates based on a review of facilities, public input, and national standards. There

90 were four vendors who submitted the RFP information. Only two of those submissions included
91 the bid amount. Kimley-Horn was selected as best value to the City. Staff recommends to approve
92 the award to Kimley-Horn and execute the contract. This company has assisted the City in the
93 past with preliminary grant applications.

94

95 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*

96

97 *To approve a Bid Award for Project 2019-06 for an update to the Open Space and Parks Master*
98 *Plan to Kimley-Horn and Associates, Inc.*

99

100 *MOTION CARRIED BY UNANIMIOUS CONSENT*

101

102 **4. CONSENT AGENDA**

103

104 **4.1** Approve an Interlocal Agreement between the City of Seabrook and Harris County, Texas
105 to relocate utilities in conflict with the upcoming Red Bluff road improvements within the City of
106 Seabrook. (Padgett)

107

108 **4.2** Approve the acceptance of a fifteen foot (15') utility easement from Mary Garza to the City
109 of Seabrook for Lot 27 Baywood, Ritson Morris Survey, Abstract 52, Harris County, Texas (609
110 Baywood Drive) so that publicly owned utilities can be maintained in the area. (Padgett)

111

112 **4.3** Consider and take all appropriate action on the renewal of the Employee Medical Insurance
113 Plan with BlueCross BlueShield of Texas for the plan year beginning August 1, 2019. (Garza)

114

115 **4.4** Consider and take all appropriate action on the renewal of the Employee Dental Plan with
116 Aetna for the plan year beginning August 1, 2019. (Garza)

117

118 **4.5** Approve the minutes of the June 18, 2019 regular City Council meeting. (Hicks)

119

120 *Motion was made by Councilmember Machol and seconded by Councilmember Hammann*

121

122 *To approve the Consent Agenda, as presented.*

123

124 *MOTION CARRIED BY UNANIMOUS CONSENT*

125

126 **5. NEW BUSINESS**

127

128 **5.1** Consider and take all appropriate action on proposed Resolution 2019-16, "TXDOT Safe
129 Routes to School Grant Fund Application". (Craig)

130

131 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,
132 SUPPORTING AN APPLICATION TO THE TEXAS DEPARTMENT OF
133 TRANSPORTATION'S 2019 SAFE ROUTE'S TO SCHOOL INFRASTRUCTURE (SRTS)

134 CALL FOR PROJECTS FOR A CONCRETE SIDEWALK ON N. MEYER ROAD AND E.
135 MEYER ROAD

136

137 Brian Craig, City Engineer, stated that approval of this resolution will allow the City to
138 proceed with submitting an application for these grant funds. The City is seeking \$15,000.00 for
139 engineering plans and environmental studies. There is no matching requirement for the City.

140

141 *Motion was made by Councilmember Davis and seconded by Councilmember Klein*

142

143 *To approve Resolution 2019-16, "TXDOT Safe Routes to School Grant Fund Application".*

144

145 **MOTION CARRIED BY UNANIMOUS CONSENT**

146

147 **5.2** Consider and take all appropriate action on a Professional Services Agreement and budgeting
148 between the City of Seabrook and Kimley-Horn and Associates, Inc. for Project 2019-06 for an
149 update to the Open Space and Parks Master Plan. (Padgett)

150

151 Ms. Cook stated that this is the agreement to the bid award approved tonight. \$20,000.00
152 was budgeted for the anticipated plan update, so staff would like to propose to use the \$20,000
153 budgeted in the current fiscal year, and the remainder will be in the draft 2019-2020 budget. With
154 reimbursable the grand total is \$40,500.00.

155

156 *Motion was made by Councilmember Hammann and seconded by Councilmember Machol*

157

158 *To approve a Professional Services Agreement and budgeting between the City of Seabrook and*
159 *Kimley-Horn and Associates, Inc. for Project 2019-06 for an update to the Open Space and Parks*
160 *Master Plan, to take \$20,000.00 from 2019/2019 budget and the remainder of \$20,500.00 will be*
161 *presented in the draft 2019-2020 budget.*

162

163 **MOTION CARRIED BY UNANIMOUS CONSENT**

164

165 **6. ROUTINE BUSINESS**

166

167 **6.1** Approve the Action Items Checklist which is attached and made a part of this
168 Agenda. (Council)

169

170 **TXDOT** – Gayle Cook, City Manager, stated that the monthly meeting with TXDOT was
171 last week. The City will continue to communicate on street and lane closures. 10th street will be
172 closing the connector ramp. There is some “out of phase” work that will be starting: drainage
173 work on the north side; north side frontage work; southbound arterial work. Starting tomorrow
174 (July 3) all construction will stop until 5:00am on Friday (July 5). TXDOT is still working on the
175 final permit for the channel closure underneath the bridge. There will be intermittent channel
176 closures until the final permit is in place. The sheriff’s Department and the Coast Guard will be
177 in the water. A channel closure plan will be released soon. The contractor will be communicating
178 with the marinas. The City, the School District, and TXDOT are working on a plan for Kenneth

179 Royal Street before school starts again. CCISD is still working with an alternate plan for having
180 parents stack going up through the back. As they determine what kind of access will be blocked,
181 they will have information on the alternate route. Everyone has seen the accidents at the different
182 intersections, and staff has talked with TXDOT about changing the unprotected turn lanes into
183 protected lanes, specifically at NASA and 146. Staff also discussed business signage with
184 TXDOT. As drivers go through the corridor, the driveways are getting harder and harder to see.
185 EDC is looking at this issue, but the City told the contractor that assistance is needed. The final
186 aesthetics amendments, agreement, and drawings will be submitted to Council. For demolitions,
187 everything on west side has now been transferred to contractors. However, the City does not have
188 any dates yet. The City has emphasized that the demos need to happen quickly, as the buildings
189 are unsightly. Fatty's, Devon Storage, and Blue Line will be the next three coming down.

190
191 **PROJECTS** – Kevin Padgett, Director of Public Works, stated that the weather has
192 contributed to slight delays, but work is still in progress. TXDOT has been working heavily along
193 146 for the utility relocations. The SCADA contractor is working and everyone will start to see
194 electronic components being installed. The NASA Rd 1 and Old Seabrook waterline projects bid
195 openings will take place on July 9. The Marvin Circle waterline project is nearing completion.
196 Bid openings for the Hester's Gully and Pine Gully waterline improvements will be Tuesday, July
197 9. The Fiber Infrastructure Project is nearing completion and will be on the July 16 Council
198 agenda. Two new electronic boards are deployed, so the City now has five (5) total throughout
199 the city to update and try to keep people out of certain areas and notifying everyone about 146
200 closures on the bridge. The July 4 event will be Thursday morning with rotary serving hotdogs
201 and the pool will be open.

202
203 **GRANT ADMINISTRATION** – Ms. Cook explained that there has not been much
204 change since the last City Council meeting. The City is still waiting on news regarding the grant
205 for the Wastewater Treatment Plant retrofit.

206
207 **LEGISLATION** – Ms. Cook stated that TML has put out a comprehensive summary of
208 all legislation that was passed, and that summary will be emailed to Council. A number of bills
209 have been monitored, but not all of those bills have a direct impact on Seabrook. Senate Bill 2
210 (SB 2) creates a 3.5% tax cap with a cut-out for cities with populations under 30,000. This bill
211 will be further discussed during budget workshops. The Hotel Occupancy bill passed, so that
212 Seabrook can now use State rebates for incentivizing hotel developers. HB 2439 on building
213 materials passed, so the Community Development is working on the required amendments to the
214 City's building codes that will need to be approved by Council. SB 1152 on franchise fees passed,
215 and it will have an impact on revenues, but the calculations were overestimated. The impact to
216 Seabrook will be well under \$100,000.00. Staff will bring back more information and more details
217 to Council. Robin Hicks, City Secretary, informed Council of two bills that directly affect Council
218 regarding public information and open meetings, stating that details will be discussed at a future
219 meeting.

220
221 **EMERGENCY EVENT INFORMATION PROTOCOLS** – Ms. Cook stated that staff
222 met with the East end mayors last week. The Mayors group and their Emergency Management
223 Coordinators will continue to meet to build a better contact list, which was the biggest take away

224 from the meeting. The normal protocol communications were not the most effective protocols in
225 the moment of the event. Gathering information from the key agencies, not necessarily other cities,
226 was the problem during the event. The thinking is that key personnel in those agencies would have
227 been more reactive, if everyone had known where to start in the contact list. Seabrook started at
228 the top, but had Seabrook started mid-level, the best information would not have been obtained.
229 In addition, the barge collision was a new event for Seabrook, so emergency protocols for that type
230 of event will also be reviewed, not just communication with outside entities.

231
232 **CELEBRATION SEABROOK** – LeaAnn Petersen, Director of Communications, stated
233 that staff has now booked kids activities: the rock wall; bounce houses; mechanical shark, etc.
234 Staff is in the process of writing guidelines for a Chili Cook-Off and the various City departments
235 are excited about participating. Staff would like Council to have a team. If Councilmembers have
236 suggestions for the guidelines, please email LeaAnn.

237
238 *Motion was made by Councilmember Davis and seconded by Councilmember Machol*

239
240 *To approve the Action Items Checklist*

241
242 **MOTION CARRIED BY UNANIMOUS CONSENT**

243
244 **6.2** Establish future meeting dates and agenda items. (Council)

245
246 City Council will participate in a Special Joint Meeting with the Planning & Zoning
247 Commission at 6:00pm on Tuesday, July 16, at 6:00pm in Seabrook City Hall Council Chambers.

248
249 The next regular City Council meeting will be held on Tuesday, July 16, 2019, at 7:00 p.m.
250 at Seabrook City Hall Council Chambers.

251
252 A special meeting to review the City’s CIP Plan will held on Tuesday, July 23, 2019 at
253 6:00 p.m. at Seabrook City Hall Council Chambers.

254
255 The City Council will participate in Budget Workshops on July 30, July 31, and August 1,
256 2019.

257
258 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 7:49 p.m.

259
260 Approved this 16th day of July, 2019.

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264
265
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267
268

Thomas G. Kolupski
Mayor

269 Robin Hicks, TRMC
270 City Secretary