

1 The City Council of the City of Seabrook met in special session on Tuesday, August 6, 2019 at  
2 6:00 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.  
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5 THOSE PRESENT WERE:

6 THOM KOLUPSKI

MAYOR

7 ED KLEIN - Ex. Abs.

COUNCIL PLACE NO. 1

8 LAURA DAVIS – Ex. Abs.

COUNCIL PLACE NO. 2

9 JEFF LARSON

COUNCIL PLACE NO. 3

10 NATALIE PICHA

MAYOR PRO TEM

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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

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19 Mayor Kolupski called the meeting to order at 6:00 p.m.

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21 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS - none**

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23 **2. WORKSHOP / DISCUSSION ITEMS**

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25 **2.1 Introduction of the Consultant Team and its experience with similar projects. (Cook)**

26

27 Gayle Cook, City Manager, introduced the team from Kimley-Horn and Associates, Inc.,  
28 Kristina Malek and John Overstreet. The team has been meeting with staff over the past couple  
29 of days and has completed an on-site Parks inventory. Yesterday, the team met with the Open  
30 Space and Trails Committee to get an idea about that committee's vision for the Parks and also  
31 held an Open House. Mr. Overstreet has a background in Parks and Recreation, having worked  
32 for a number of cities as the Director of Parks and Recreations. He is now working as a consultant.  
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35 Ms. Malek stated that the team had really good meetings yesterday with staff to hear staff's  
36 observations, what they like and what they don't like about the Seabrook parks system. There was  
37 good attendance at the Open House where participants were able to go around to six (6) different  
38 boards to pose questions and write down their thoughts about each topic. The immediate team  
39 purpose is information gathering. No decisions have been made. Kimley-Horn is gathering  
40 information about what the public wants to see, what staff wants to see, what the Open Space and  
41 Trails Committee wants to see and what the City Council wants to see. The goal is to find out  
42 about improvements, missing items, and challenges.  
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46 **2.2 Overview and discussion on Project Purpose, Project History, and Project Objectives**  
47 **for the Update to the Open Space and Parks Master Plan. (Consultant)**  
48

49 Ms. Malek explained that there were some questions about the Parks system posed during  
50 the update to the Comprehensive Master Plan in 2015; however, the last Parks only survey was  
51 completed back in 1998, and the Open Space and Parks Master Plan was last updated internally  
52 with the help of the Open Space and Trails Committee.  
53

54 Mr. Overstreet stated that Kimley-Horn wants to ensure that this update is driven by the  
55 public. If the team drives the outcomes, then the update is going to be a failure. If there is no  
56 support for the updated plan, then any bond election that might be needed will fail. The purpose  
57 is to reflect the values of the City, so the team does the work up front to gather public and  
58 stakeholder input.  
59

60 Mayor Kolupski explained that one of the issues in the past has been that a grandiose idea  
61 has been put forth, but it's not affordable nor sustainable and the City can't maintain it in the future,  
62 so the plan sits on a shelf. The objective would be to have a plan that will work for the City for  
63 the next 25 years.  
64

65 Mr. Overstreet explained that the objective would be the find out what residents, staff,  
66 stakeholders would really like, and the cost, and then put together a 5 year, 10 year, 20 year  
67 schedule for installing and implementing in order to make sure the resources are available for  
68 sustaining the improvements, equipment, and programs.  
69

70 **2.3 Overview and discussion on Project Scope and Schedule, including opportunities for**  
71 **stakeholder involvement and comment, for the Update to the Open Space and Parks Master**  
72 **Plan. (Consultant)**  
73

74 In order to determine the scope of the project, Ms. Malek and Mr. Overstreet posed several  
75 questions to Council as follows:  
76

77 *What is a gem of the parks and open spaces?*  
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- 79 • The trail system – people drive from all around to Seabrook just for the trails; trails are  
80 unique in the area with crushed granite; kept in excellent shape
- 81 • Pine Gully Park – access to the Bay, fishing; picnic areas; parking; bathrooms; natural  
82 playground with recycled materials; nature focused; not a lot of metal and concrete
- 83 • Amount of parks for the small size of the City
- 84 • Open Space size – the community and city have a commitment to the parks and there are  
85 plenty of volunteer hours worked  
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91 *What are some of the challenges in the parks system?*

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- 93 • Keeping maintenance up on the parks in the future – having enough staff and volunteers
- 94 • Extending trails adds to the burden that is placed on City staff
- 95 • The amount of labor and cost to maintain
- 96 • The Fragmented nature of the City – the natural East/West barrier of SH146
- 97 • Not very many parks on the west side of 146, other than neighborhood association parks
- 98 • The majority of green space is on the east side of 146 and the west side is expanding.
- 99 Kristina – we heard a lot of that from citizens last night
- 100 • Most people have no idea how many hours the volunteers are put in to maintain the parks
- 101 • The general public does not understand the cost of operation and maintenance. EDC has
- 102 initially funded some of the parks system and they fund \$30,000 for maintenance on an
- 103 annual basis.
- 104

104

105 *What do calls from constituents addressing with regard to the parks system?*

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- 107 • Loss of boat ramp – we are a boating community; it's a big loss
- 108 • Noise from venues
- 109 • Lack of athletic fields, but nothing specific, so don't know if people would utilize
- 110 • Carothers – people worried what is happening at Carothers
- 111 • East/west connection – no access to the entire city
- 112 • Citizens expect maintenance to continue
- 113 • Lack of public access to the water –shorelines are private property; there are only 1 or 2
- 114 small access points
- 115 • Need more programming, but no one defines and not enough staff to do programming
- 116 • Need more volunteers
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118 *What opportunities are there for future park facilities?*

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- 120 • Not adding, but just enhancing what the City has
- 121 • Improved connectivity from east to west and west to east
- 122 • Diversification – got feedback about splash pad and how it is toddler friendly; programs
- 123 and equipment that are for all ages and all levels, not just green space
- 124 • Part of the confusion is what's a park and what's a field of flowers – some things are just
- 125 there to look at and are not interactive
- 126 • Need a definition of open space, green space, and park:
- 127 • The Seabrook Prairie is liked, but is it unusable. It's along a busier road, it's small. People
- 128 won't hang out there. But not all parks are like that.
- 129 • A lot of wild life here and birders - keep it that way
- 130 • A sustainable type of shoreline would help. Having a sustainable type of shoreline would
- 131 help so that money isn't put into a park and then it gets lost with the next hurricane. For
- 132 example, a kayak launch has been discussed for several years, but it needs to be sustainable
- 133 so that it weathers the next storm. It's tough to build sustainable things on the shore.
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134

- 135 • Cameras at the parks to help with vandalism
- 136 • Are there commercial opportunities to compliment the parks?

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138 *What kind of outcomes / what would be a successful master plan?*

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- 140 • Doable
- 141 • Affordable
- 142 • Sustainable
- 143 • A breakdown of cost associated with each item and the ongoing maintenance requirements
- 144 • A wish list of what residents want
- 145 • When the City is at capacity
- 146 • Prioritization to help Council and staff with allocating money, bonding capacity, and
- 147 figuring out funding
- 148 • Tell the citizens here's where the Parks system is and why. The plan cannot give everyone
- 149 their wish list
- 150 • Educate the public on priorities of CIP (SH 146 and Wastewater Treatment Plant); of City
- 151 and Council responsibilities and the budget
- 152 • How many acres per resident in parks and trails does Seabrook have in total, and how does
- 153 Seabrook rank nationally? What does that look like from a financial perspective?

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155 **2.4 Overview and discussion on the information collected from Staff and the Open House**

156 **on August 5, for the Update to the Open Space and Parks Master Plan. (Consultant)**

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158 Ms. Malek stated that some of the information collected from the Open House on August

159 5 is listed below, and will be included in survey questions in next steps, such as, “do you want a

160 pump track in Seabrook?”.

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- 162 • Grants – for funding parks improvements
- 163 • Green space - majority on the east side of 146 and the west side is expanding
- 164 • Pump track

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166 Mr. Overstreet stated that the team completed an on-site inventory of all of the Parks and

167 found:

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- 169 • Six (6) people maintain the trails
- 170 • Focus will probably be on passive parks
- 171 • The sports fields have issues
- 172 • Fencing, lighting, playgrounds are dated
- 173 • The preferred maintenance in the system now could be substantial
- 174 • Kimley- Horn is impressed with the maintenance of the parks with the limited number of
- 175 staff and all the work that the Open Space and Trails Committee does on beautification of
- 176 the parks
- 177 • It's going to be important to see what residents what to sustain and what they want to
- 178 change. Neighborhoods change, so parks need to change

- 179       • Low hanging fruit include: internal park wayfinding signs; replacing nets at basketball  
180       courts

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182 **2.5 Overview and discussion on Project Next Steps, for the Update to the Open Space and**  
183 **Parks Master Plan. (Consultant)**

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185       Ms. Malek explained that a statistically balanced survey will be sent out to a random  
186       selection of residents that addresses parks and financing parks. The survey will be brought back  
187       to Council and Council will need to agree with the findings before the updated plan is written. The  
188       survey findings will lead to recommendations which will lead to an action plan which will be based  
189       on priorities. The final update will then go to Council to get adoption.

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191       Mr. Overstreet stated that with this plan the team will base Seabrook standards against  
192       national standards such as the amount per mile to maintain the trail system or staffing per capita,  
193       and the date will be supplied so that the City can decide where it wants to be in its park system and  
194       make decisions. It's really a determination on the values the City wants to see. The City can  
195       choose what level of system to have and to fund. Bonding capacity will also be considered for the  
196       final updated plan draft.

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198       *Council suggested the following questions for the survey:*

- 199  
200       • Do you know how much the City currently spends on Parks? (Parks is a significant portion  
201       of the City's budget and there is already a lot of money spent on parks)  
202       • Do you know what a pump track costs to construct and maintain?  
203       • What would you be willing to do for parks maintenance? (Most people have no idea how  
204       many hours the volunteers put in)  
205       • Do you belong to an HOA? (Some of the newer subdivisions have their own recreational  
206       facilities, so sometimes the interest there is less to put in newer facilities when they are  
207       already paying for their own facilities. Hopefully this survey will supply some data on  
208       that)

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210       The information gathering portion can look at gaps between the HOA facilities and the Seabrook  
211       parks system and survey questions can assist with bridging the gap and bringing the HOA into the  
212       system.

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214       When people start seeing things happen, they start to reinvest themselves in the park system. Small  
215       things can mean so much because people start to see themselves in the parks.

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217       The resulting updated plan may not include a need for a bond issue.

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219       With grants, there is an obligation sometimes that the City provide a match, and then the City has  
220       to maintain and operate the new asset to the standards in the grant program/application. The City  
221       will have to ask if a grant is really what it wants to do. In addition, there has to be staff to write  
222       and support the grant.

223

224 The Council would love to have it all, but the last 10 years has been focused on the 146 project  
225 and being prepared for it financially. The Wastewater Treatment Plant must also be a priority.  
226 Seabrook had a major hurricane with IKE and had some damage with Harvey, like the Pine Gully  
227 Pier. All of these items take time, people, and money. How does Seabrook keep growing and  
228 managing what is currently in the Parks system and at the same time keep the CIP requirements in  
229 perspective?

230  
231 The master plan is an opportunity to educate Council, pull in public opinion, have conversation  
232 with the public, and educate the public. It's a way of proving that City Council and staff f proving  
233 out that we do care about these things and we are willing to have the conversation with everybody.

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235 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 6:50 p.m.

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237 Approved this 20<sup>th</sup> day of August, 2019.

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247 Robin Hicks, TRMC  
City Secretary

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Thomas G. Kolupski  
Mayor