

1 The City Council of the City of Seabrook met in regular session on Tuesday, July 16, 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	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
11	COUNCIL PLACE NO. 4
12 BUDDY HAMMANN – Ex. Abs.	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 STEPHANIE MARTINEZ	EXEC. ADMIN. ASSISTANT

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

21  
22 **1. PRESENTATIONS**

23  
24 **1.1** Presentation of a Certificate of Recognition to Nancy Jones for her incredibly hard work  
25 and dedication as the organizer of the Seabrook 4th of July Kids' Parade. (Kolupski)

26  
27 Mayor Kolupski read and presented the recognition to Nancy Jones. Mayor Kolupski  
28 thanked Ms. Jones on behalf of Seabrook Council and Seabrook staff.

29  
30 Ms. Jones thanked City staff, Seabrook Police, Seabrook Volunteer Fire Department, and  
31 all other volunteers for their help to make the event run smoothly. Ms. Jones got involved with the  
32 4<sup>th</sup> of July Kids' Parade when she retired from teaching and wanted to give back to the community.

33  
34 **1.2** Presentation of the Open Space and Trails Committee Quarterly Report. (Burton)

35  
36 Helen Burton, Chair of the Open Space and Trails Committee, presented the quarterly report to  
37 Council as follows:

- 38 • The Evelyn Meador Library has set up a section devoted to the pollinator pathway.
- 39 • There is a Seed Library at the Evelyn Meador Library
- 40 • The parking lot at Robinson Park has expanded by 12 new parking spots.
- 41 • New Bird Feeder
- 42 • The planter at Friendship Park has been removed.
- 43 • The cane berm is being removed at Hester Park on the Northside of the Creek
- 44 • The drift roses were removed from SH146 and Nasa and transplanted at the gazebo on  
45 Main Street. The roses are alive.

- 46 • Volunteer hours for the month of June total to 300. The total volunteer hours to date is 2,  
47 830 1/2, which is worth about \$69,000.
- 48 • The birding events are being well attended. The last bird count had about 20 people  
49 attend. The May 16 birding seminar had about 11 people attend.
- 50 • The grant application to Texas Parks and Wildlife for trail expansion was denied.
- 51 • The City was awarded a Texas Parks and Wildlife conservation grant for \$1,000.00. This  
52 grant will fund the purchase and installation of two chimney swift towers and interpretive  
53 signs in Seabrook.
- 54 • City staff is currently working on a sidewalk grant for safe routes to school.
- 55 • The Carothers Task Force is preparing for their first meeting on August 7, 2019.

56

57 **2. PUBLIC COMMENTS AND ANNOUNCEMENTS - none**

58

59 **2.1** Mayor, City Council, and/or member of City staff may make announcements about  
60 City/Community events. (Council)

61

62 Councilmember Larson announced that Bayside Area Little League 11 and Under is  
63 doing a sendoff to State at Tookie's Seafood.

64 Mayor Pro Tem Picha announced the following events: Movie in the Park and Coffee  
65 with a Cop.

66 Mayor Kolupski honored the Apollo 11 moon landing on their 50<sup>th</sup> Anniversary by  
67 presenting a framed photograph of the first footstep on the moon along with the Apollo 11 mission  
68 patch. The City of Seabrook has always been proud to support NASA and space exploration. The  
69 Bay Area has had the privilege to benefit from the significant contribution to education, economic  
70 development, and the improved quality of life because of NASA's leading space program born  
71 from many trials that went into the safe landing of the moon and the safe return of the astronauts.  
72 There were 18 Seabrook residents assigned a role in the Apollo 11 mission. May the Apollo 11  
73 display always remind of us of American dominance in space inspired the next generation of  
74 scientists, engineers and leaders to continue to push the boundaries in human space exploration  
75 whose achievements will benefit the City of Seabrook and the entire Bay Area.

76 **3. BID AWARDS**

77

78 **3.1** Consider and take all appropriate action on a Bid Award to staff recommended Gulf Coast  
79 Fiber through the RFP Process as best value bid, and execution of a construction agreement  
80 between the City of Seabrook and Gulf Coast Fiber, to extend the City's fiber network. (Szakacs)

81 George Szakacs, Director of Information Technology, is looking to continue to connect  
82 additional infrastructure to the existing fiber optic network. There were funds left over from the  
83 previous fiber project that came in under budget. The bid proposed came in half the cost of the  
84 next bid received. The City is trying to connect the water infrastructure. The City's new water  
85 monitoring SCADA system can be network attached. More can be done with this new fiber optic  
86 connections, such as cellular activity and regular network activity. More security is provided and  
87 no more on-going connectivity costs. The fiber optic network built already has saved the City a lot  
88 of money so far. There is no more monthly fee required and the life expectancy of the fiber optic

89 network is 50-60 years. Cameras can be placed in locations to overlook equipment, so if an alarm  
90 goes off those working or on-call can see the issue prior to coming in. As long as there is power  
91 during an emergency, the City can continue to monitor their equipment. This will help the City to  
92 secure assets and manage better.

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

94 *To approve the Bid Award to staff recommended Gulf Coast Fiber through the RFP Process as*  
95 *best value bid, and execution of a construction agreement between the City of Seabrook and Gulf*  
96 *Coast Fiber, to extend the City's fiber network.*

97 **MOTION CARRIED BY UNANIMOUS CONSENT**

98

99 **4. CONSENT AGENDA**

100

101 **4.1** Approve proposed Resolution 2019-17, "Denying CenterPoint Energy Rate Case." (Cook)

102

103 A RESOLUTION OF THE CITY OF SEABROOK, TEXAS FINDING THAT CENTERPOINT  
104 ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED INCREASE TO ITS ELECTRIC  
105 TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY  
106 SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE  
107 EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE  
108 MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS  
109 REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY  
110 AND LEGAL COUNSEL

111 **4.2** Consider and take all appropriate action on a permit request from INEOS to install a new 12  
112 inch pipeline between INEOS' existing valve sites in Kemah and Seabrook. (Galylean)

113 **4.3** Approve the minutes of the July 2, 2019 regular City Council meeting. (Hicks)

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

115

116 *To approve the Consent Agenda as presented.*

117

118 **MOTION CARRIED BY UNANIMOUS CONSENT**

119

120 **5. NEW BUSINESS**

121

122 **5.1** Consider and take all appropriate action on an Engagement Agreement between the City of  
123 Seabrook and Bickerstaff Heath Delgado Acosta, LLP for Special Counsel Services for the  
124 Water Supply Contract with the City of Pasadena. (Cook)

125

126 Gayle Cook, City Manager, stated the City has continued negotiations with the City of  
127 Pasadena. Seabrook has been dealing with a hybrid of City of Pasadena staff and consultants,  
128 now the City has been shifted to a consultant only for further negotiations. Preliminary talk is  
129 forecasting a more complex contract. The City has a current 40-year contract with the City of

130 Pasadena, which is currently at year 31. With the substantially low rate the City currently has,  
131 the transition into this new contract will be essential. The City is asking for special counsel who  
132 deals directly with water contracts.

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

134 *To approve an Engagement Agreement between the City of Seabrook and Bickerstaff Heath*  
135 *Delgado Acosta, LLP for Special Counsel Services for the Water Supply Contract with the City*  
136 *of Pasadena.*

137 **MOTION CARRIED BY UNANIMOUS CONSENT**

138 **5.2** Consider and take all appropriate action on a proposal from Insituform Technologies, Inc. to  
139 rehabilitate 8 inch and 10 inch sewer mains on Albatross Drive and Heron Drive, through  
140 cooperative purchasing with BuyBoard, in the amount of \$106,305.80. This is a budgeted  
141 item. (Padgett)

142 Kevin Padgett, Director of Public Works, stated that this proposal is for rehab work for  
143 sanitary sewer mains within Seascape 2 and Baybrook. The sanitary sewer lines are concrete pipe  
144 with numerous joints leaking, horizontal and vertical cracks along the pipes and have a lot of  
145 intrusion. This project is considered trenchless.

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

147 *To approve a proposal from Insituform Technologies, Inc. to rehabilitate 8-inch and 10-inch sewer*  
148 *mains on Albatross Drive and Heron Drive, through cooperative purchasing with BuyBoard, in*  
149 *the amount of \$106,305.80.*

150 **MOTION CARRIED BY UNANIMOUS CONSENT**  
151

152 **5.3** Consider and take all appropriate action on an intent to terminate the contract between the  
153 City of Seabrook and the Clear Lake Emergency Medical Corps (CLEMC), to be effective at  
154 midnight on September 30, 2019. (Cook)

155 City Manager, Gayle Cook, stated that staff previous approached Council to establish an  
156 in-house EMS service. A subsequent budget amendment was approved to purchase capital  
157 expenditures. The next step in this process is to give CLEMC a 90-day termination notice. Ms.  
158 Cook recommended to set the effective termination time to 7pm instead of midnight to make the  
159 transition easier.

160 *Motion was made by Councilmember Machol and seconded by Councilmember Larson*

161 *To approve an intent to terminate the contract between the City of Seabrook and the Clear Lake*  
162 *Emergency Medical Corps (CLEMC), to be effective at 7pm on September 30, 2019.*

163 **MOTION CARRIED BY UNANIMOUS CONSENT**

164

165

166 **5.4** Consider and take all appropriate action on the purchase of a new ambulance in the amount  
167 of \$227,235.00, through a cooperative purchase through HGAC, for start-up of the new  
168 Seabrook Emergency Medical Services Department. (Goudie)

169  
170 Brad Goudie, Director of Emergency Services, stated that to start up the in-house EMS  
171 service the City will need to purchase two ambulances, one new and the other used.

172 Mr. Goudie stated that everything is lining up to have the EMS services ready at 7pm on  
173 September 30, 2019. A meeting with the potential medical director is set to take place at the end  
174 of the month. Mr. Goudie has been working with the Human Resource Department on the job  
175 description for paramedics. Interviews for the paramedics are set to take place in August or early  
176 September. Mr. Goudie stated that he will be very selective during the interview process to get the  
177 best care for the citizens. The industry standard on response time is 7 minutes and 59 seconds and  
178 that is the standard by which the Seabrook EMS Department will be held. There is a backup plan  
179 set in place should there be a delay in the start of the in-house EMS Department. The medical  
180 insurance will be covered through TML and the medical director's license.

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

182 *To approve the purchase of a new ambulance in the amount of \$227,235.00, through a*  
183 *cooperative purchase through HGAC, for start-up of the new Seabrook Emergency Medical*  
184 *Services Department.*

185 **MOTION CARRIED BY A 3-1 VOTE, WITH COUNCILMEMBER LARSON VOTING AGAINST**

186 **5.5** Consider and take all appropriate action on the purchase of loose equipment, in the amount  
187 of \$56,128.89 through a cooperative purchase through HGAC, for start-up of the new Seabrook  
188 Emergency Medical Services Department. (Goudie)

189 Mr. Goudie stated that this to purchase the loose equipment for the new ambulance. The  
190 equipment being purchased is: heart monitor, chest compression device, stair chair, and video  
191 laryngoscope. By purchasing the equipment through the Houston Galveston Area Council  
192 (HGAC), the State is proactive in going out and getting bids to ensure that the City is getting the  
193 lowest bid, best purchasing price and saves time from having the City from going out and getting  
194 quotes. There is a small fee of \$1,000.00 to be a part of this cooperative purchase.

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

196 *To approve the purchase of loose equipment, in the amount of \$56,128.89 through a cooperative*  
197 *purchase through HGAC, for start-up of the new Seabrook Emergency Medical Services*  
198 *Department.*

199 **MOTION CARRIED BY A 3-1 VOTE, WITH COUNCILMEMBER LARSON VOTING NAY**

200

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203 **4. ROUTINE BUSINESS**

204  
205 **6.1** Review of the Clear Lake Emergency Management Corps (CLEMC) monthly report for  
206 June 2019. (Goudie)

207  
208 Upon review of the monthly report, the response times are close to 20 minutes. Mr. Goudie,  
209 Director of Emergency Services, stated that those response times are in excessive of the contracted  
210 time of 9 minutes and 59 seconds. On one of the calls that well exceeds response time, the  
211 paramedics were having trouble finding the location. Mr. Goudie was not sure if they were given  
212 wrong information from dispatch during that call. A solution to avoid that happening with  
213 Seabrook’s EMS Department would be proper communication with dispatch.

214  
215 Mayor Kolupski stated that all the calls that were over 14 minutes had to do with chest  
216 pain or respiratory problems.

217  
218 No action taken.

219  
220 **6.2** Review of the Seabrook Volunteer Fire Department (SVFD) monthly report for June  
221 2019. (White)

222  
223 No discussion or action taken.

224  
225 **6.3** Review of the Seabrook Police Department monthly report for June 2019. (Wright)

226  
227 Police Chief Sean Wright stated that the number of accidents on SH146 has stayed about  
228 the same but they are more severe. One issue is the lighting on SH146, it is getting darker with  
229 businesses going away. There is nothing to help illuminate the road now that businesses are closed  
230 and being torn down. Proper signage placement at intersections will also help with reducing  
231 accidents.

232  
233 No action taken.

234  
235 **6.4** Review of the Seabrook Animal Control monthly report for June 2019. (Vanselous)

236  
237 Dwayne Vanselous, Animal Control Officer, stated that adoptions have gone up as well as  
238 animals being returned to their owners. At a recent adoption event in Taylor Lake Community  
239 Park, Mr. Vanselous was able to bring two families back to the Seabrook Animal Shelter and three  
240 animals were adopted. Calls go up in the summer because families are home more and are noticing  
241 animals throughout the day. Coyotes and hogs have been spotted.

242  
243 No action taken.

244  
245  
246  
247

248  
249 **6.5** Review of the Seabrook Building Department monthly report for June 2019. (Landis)  
250

251 Sean Landis, Deputy City Manager, stated that throughout the month of June the building  
252 department issued one new residential permit with a valuation of \$318,000.00 and one new  
253 commercial permit with a valuation of \$2,830,900.00. During this fiscal year, the building  
254 department forecasted to issue 36 new home permits. To date, the building department has issued  
255 22 new home permits, which is on target. The revenue for all permits issued during the month of  
256 June is \$34,161.00. The violations issued from Code Enforcement during the month of June are:  
257 unsecure pool, dumping, no permit, lawn parking, high grass and weeds, nuisance, stop work  
258 orders, zoning violations, and 3 summons. The City is working on getting the buildings demolished  
259 in the 146 corridor. Blue Line and Whataburger will be demolished by the end of July. The pest  
260 control building will be moved out when the asbestos is removed from the building.

261  
262 No action taken.

263  
264 **6.6** Review of the Seabrook Communications Department monthly report for June 2019.  
265 (Petersen)  
266

267 LeaAnn Petersen, Director of Communications, stated that the posts on Facebook that  
268 received the most hits are the intersection closures. On Nextdoor the most popular post was about  
269 the peddler permits. LeaAnn was named a Region 3 Representative while attending the Texas  
270 Association of Municipal Information Officers and Advisors Conference in June 2019. This region  
271 covers the Houston/East Texas area.

272  
273 No action taken.

274  
275 **6.7** Review of the Records Management quarterly report for 1st, 2nd, and 3rd quarters FY 18-  
276 19. (Hicks)  
277

278 Robin Hicks, City Secretary, stated that records management is not an easy thing to put  
279 into a report. The purpose of this report is to show that the Records Management Program is  
280 moving more towards electronic document management which will result in cost savings. One  
281 accomplishment was the shredding of 158 boxes, that was a huge success. Another shred day will  
282 have to be scheduled in the near future because citizens have asked when the City is going to have  
283 another shred day. Training for SharePoint is not complete, and staff is currently still trying to set  
284 up the SharePoint system.

285  
286 No action taken.

287  
288 **6.8** Approve the Action Item Checklist, which is attached and made apart of this Agenda.  
289 (Council)  
290

291 **TXDOT** – Gayle Cook, City Manager, stated that demolitions are coming along with  
292 Whataburger and Blue Line. Staff is continuing to work on the relocation of utilities, and there are  
293 still some outstanding issues with the contractor on the location of the City’s water and sewer lines

294 relocates. The Communications Department is doing an excellent job on pushing out notifications  
295 on all social media outlets. Staff has noticed some safety issues in Old Seabrook.  
296

297 **PROJECTS** – Kevin Padgett, Director of Public Works, stated that the SH146 utility  
298 relocation project has a lot of city staff involvement. This project is dealing with a lot of water and  
299 sewer interruptions. The SCADA Project is close to wrapping up. The Marvin Circle Street Project  
300 is underway with the Southside of the road completely torn out. The waterline portion of the project  
301 has passed the pressure testing. The bacteriological testing will take place later in the week. Line  
302 stabilization has started, in which it will start to “cook” and pouring of the concrete will take place  
303 in the early mornings of Friday and Saturday, which should not cause any noise or disruption. The  
304 Fiber Infrastructure Project is looking to move forward. The Red Bluff Expansion Project has  
305 TxDOT and Harris County working together and they had a bid open in July. Public Works will  
306 be bringing multiple water line Capital Improvement Projects to the next City Council meeting.  
307

308 **GRANTS** – Ms. Cook stated that a full detail of grant administration will be given at the  
309 upcoming CIP meeting. After meeting with FEMA representatives this week, a two-step process  
310 is needed for the Wastewater Treatment Plant retrofit. There are some monetary risks involved but  
311 City Council will get a more detailed explanation at the upcoming CIP meeting. Staff has been  
312 working with the county on several different projects involving three subdivisions. Staff will be  
313 coming back with recommendations at the upcoming CIP meeting.  
314

#### 315 **COUNCIL EVENTS**

316 Councilmember Machol – Councilmember Machol decorated the Bay Area Veterans Memorial  
317 for the 4<sup>th</sup> of July.  
318

319 Mayor Pro Tem Picha – Mayor Pro Tem Picha enjoyed the 4<sup>th</sup> of July Parade.  
320

321 Mayor Kolupski – Mayor Kolpuski attended numerous legislative wrap up meetings. Many State  
322 Representatives and Senators showed up for the meetings and listened to area Mayors’ concerns.  
323 Most of the legislation passed by the State Legislature is not good for cities. The County is doing  
324 a cutback on the funding for the grants from 100% to 50%.  
325

326 Councilmember Larson – Councilmember Larson attended the McDonald’s grand reopening.  
327

328 **LEGISLATIVE UPDATE** – Gayle Cook, City Manager, stated that there are no new  
329 updates.  
330

331 **EMERGENCY COMMUNICATION PROTOCOLS** – Gayle Cook, City Manager,  
332 stated that after meeting with the Mayor and Emergency Management Coordinators a list has been  
333 created to have available that City directors and emergency management teams can use should  
334 another emergency occur. The County Commissioner gave Mayor Kolupski and the Emergency  
335 Management Director, Jeff Galyean, a great list of emergency contacts. A meeting with the County  
336 Judge was very informative.  
337

338  
339

340  
341 **CELEBRATION SEABROOK** – LeaAnn Petersen, Director of Communications, stated  
342 that Celebration Seabrook is in 100% full swing. An update on the sponsors include: Kroger, Cobb  
343 Fendley, CenterPoint Energy, Ross Banks, TASC, BOC, and Green Mountain Energy. Offers for  
344 bands and performers have been submitted. The City is working with Harris County to finalize the  
345 Chili Cook-off. Each Cook-off booth will need a food permit from the County. Updating the  
346 website is underway for Celebration Seabrook 2019.

347  
348 *Motion was made by Councilmember Machol and seconded by Councilmember Larson*

349  
350 *To approve the Action Items Checklist.*

351  
352 **MOTION CARRIED BY UNANIMOUS CONSENT**

353  
354 **6.9** Establish future meeting dates and agenda items. (Council)

355 On July 23, 2019, the City will hold a Special City Council Capital Improvement Projects  
356 workshop.

357 On July 30, 2019, the City will hold a Special City Council Budget workshop.

358 On August 5, 2019, the City will hold a Special Open Space and Parks Master Plan  
359 Stakeholder meeting.

360  
361 **5. CLOSED EXECUTIVE SESSION**

362  
363 **7.1 Section 551.087**

364 Conduct a closed executive session to discuss commercial information the City has received  
365 from business prospects that it seeks to have located, stay or expanded in the City and which the  
366 City is conducting economic development negotiations, including deliberation of a financial  
367 offer or incentive. (Cook)

368  
369 **7.2 Section 551.071**

370 Conduct a closed executive session to consult with the City Attorney on legal issues associated  
371 with the creation of an industrial district. (Cook)

372  
373 At 8:12 p.m. Mayor Kolupski announced that the City Council will now hold a closed  
374 executive meeting pursuant to the provisions of the Open Meetings Act, Chapter 551 Government  
375 Code, and Vernon’s Texas Codes Annotated, in accordance with the authority contained in Section  
376 551.087, Economic Development, and Section 551.071, Consultation with Attorney.

377  
378 At 8:45 p.m. Mayor Kolupski reconvened the meeting in open session and stated that items  
379 7.1 and 7.2 had been discussed, but that no action had been taken in executive session.

380  
381  
382  
383

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384  
385 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 8:46 p.m.  
386

387 Approved this 20<sup>th</sup> day of August, 2019.  
388  
389  
390

391  
392 \_\_\_\_\_  
393 Thomas G. Kolupski,  
394 Mayor

395  
396  
397  
398  
399 \_\_\_\_\_  
400 Stephanie Martinez,  
401 Executive Administrative Assistant  
402