

1 The City Council of the City of Seabrook met in regular teleconference session on Tuesday, July  
2 21, 2020 at 6:00 p.m. to discuss, consider and if appropriate, take action on the items listed  
3 below.

4  
5 **THOSE PRESENT WERE:**

- |  |                     |
|--|---------------------|
| 6 THOM KOLUPSKI                        | MAYOR               |
| 7 ED KLEIN                             | COUNCIL PLACE NO. 1 |
| 8 LAURA DAVIS                          | COUNCIL PLACE NO. 2 |
| 9 JEFF LARSON – left meeting at 7:34pm | 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 LENIO                         | CITY SECRETARY      |

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

21  
22 ***1. PRESENTATIONS***

23  
24 **1.1** Presentation of a Life Saving Award for assisting in a major boating accident which resulted  
25 in saving a life to Assistant SVFD Chief Andy Castiglione. *Brad Goudie, Director of Emergency*  
26 *Services*

27  
28 Brad Goudie, Director of Emergency Services, stated that it is always exciting to come  
29 before Council to talk about good things that are happening. Recently there was a terrible boat  
30 accident that occurred in Galveston Bay and nearby residents heard screams for help and called  
31 911. The first on scene was Chief Castiglione. He saw a 13 year old in the water, whom it was  
32 found out later had been there for approximately four hours. Chief Castiglione quickly dressed in  
33 personal protective equipment and swam out to make an amazing rescue.

34  
35 Mayor Kolupski stated that this was a true act of heroism and everyone is very proud of  
36 Andy, who is such a hero in the eyes of many.

37  
38 Council thanked Chief Castiglione and expressed to him to keep up the good work.

39  
40  
41 ***THIS SPACE INTENTIONALLY LEFT BLANK***  
42  
43  
44  
45

46 **1.2** Presentation of a Life Saving Award to SVFD Andy Castiglione, SVFD Volunteer Darren  
47 Cobb, and EMS Employee Robert Turner in providing life saving measures to a cardiac  
48 patient. *Brad Goudie, Director of Emergency Services*  
49

50 Mr. Goudie stated this is another wonderful story about first responders being able to save  
51 a person's life upon arrival on scene. The cardiac patient later visited the Fire station to thank  
52 those that saved his life. Fire and EMS do an amazing job and it is always exciting to see the  
53 impact this service can deliver.  
54

55 Mayor Kolupski stated that we never hear enough good things about our volunteers and  
56 the efforts that they put forward for the residents. We can't think these people enough and you are  
57 in our hearts and in our prayers. Stay safe out there.  
58

59 Council stated that Seabrook is a very lucky community to have this quality of service, and  
60 it is a testament to the amount of training that EMS and Fire do over and over again.  
61

62 Mr. Goudie stated that EMS and Fire Department have greatly stepped up to the plate and  
63 have partnered in training and Chief Castiglione is over training and has done an outstanding job.  
64

65 Robert Turner, EMS employee, explained that the City EMS Department has had a good  
66 partnership with SVFD and thanked Mr. Goudie and Council for putting together a good EMS  
67 package. The EMS Department is running very well.  
68

69 **1.3** Presentation of a Proclamation to recognize and welcome the Children's Lighthouse Learning  
70 Center to Seabrook. *Thom Kolupski, Mayor*  
71

72 Mayor Kolupski read the proclamation, and it will be mailed to the Children's Lighthouse.  
73

74 **1.4** Proposed FY 2020-21 Annual Budget submission to City Council as per Section 5.03 of the  
75 City Charter. Budget Workshop will be held on July 28, 2020 *Gayle Cook, City Manager and*  
76 *Michael Gibbs, Director of Finance*  
77

78 Gayle Cook, City Manager, explained that Council was emailed the electronic budget of  
79 the balanced proposed budget for FY20-21, and Council will have the budget workshop on July  
80 28, 2020.  
81

82 **2. PUBLIC COMMENTS AND ANNOUNCEMENTS - none**  
83

84 **3. BOARDS, COMMISSIONS, AND TASK FORCES**  
85

86 **3.1** Consider and take all appropriate action on proposed Resolution 2020-12, "Appointment of  
87 the Seabrook Open Space and Trails Committee, providing for four additional members selected  
88 by the City Council from the general citizenry to serve as the Carothers Coastal Gardens Task  
89 Force II". *Sean Landis, Deputy City Manager*

90 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,  
91 FORMALLY APPOINTING THE SEABROOK OPEN SPACE AND TRAILS COMMITTEE,  
92 AND PROVIDING FOR FOUR ADDITIONAL MEMBERS SELECTED BY THE CITY  
93 COUNCIL FROM THE GENERAL CITIZENRY TO SERVE AS THE CAROTHERS  
94 COASTAL GARDENS TASK FORCE II; REPEALING RESOLUTION 2020-02, PASSED  
95 AND APPROVED ON THE 18TH DAY OF FEBRUARY, 2020, AND ALL OTHER  
96 RESOLUTIONS IN CONFLICT WITH THIS RESOLUTION

97  
98 Sean Landis, Deputy City Manager, explained that the resolution incorporates the  
99 amendments that Council directed staff to make at the last City Council meeting to appoint four  
100 members of the public in addition to the appointment of the Open Space and Trails Committee  
101 members as members of the Carothers Coastal Gardens Task Force II.

102  
103 *Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol*

104  
105 *To approve Resolution 2020-12, "Appointment of the Seabrook Open Space and Trails Committee,*  
106 *providing for four additional members selected by the City Council from the general citizenry to*  
107 *serve as the Carothers Coastal Gardens Task Force II".*

108  
109 **MOTION CARRIED BY UNANIMOUS CONSENT**

110  
111 **3.2** Interview candidates for four positions to be filled by members of the public to serve on the  
112 Carothers Coastal Gardens Task Force II. *City Council*

113  
114 Robin Lenio, City Secretary, explained that a candidate application was inadvertently left  
115 off of the agenda; therefore, this item and item 3.3 must be pulled and will be added to the August  
116 4 City Council meeting agenda.

117  
118 **3.3** Consider and take all appropriate action on the appointment of four members of the public to  
119 serve on the Carothers Coastal Gardens Task Force II for a term of twelve (12) months with a  
120 potential six (6) months extension or as otherwise determined by City Council. *City Council*

121  
122 Robin Lenio, City Secretary, explained that a candidate application was inadvertently left  
123 off of the agenda; therefore, this item and item 3.2 must be pulled and will be added to the August  
124 4 City Council meeting agenda.

125  
126 **4. CONSENT AGENDA**

127  
128 **4.1** Approve an Easement Agreement between the City of Seabrook and Cayco Holdings, LP for  
129 Ingress, Egress, and Access on Elam Road. *Sean Landis, Deputy City Manager*

130  
131 **4.2** Consider and take all appropriate action on appointment of two alternate members to the  
132 Ethics Review Commission, for terms to expire October 31, 2020 and October 31, 2021,  
133 respectively. *City Council*

134 **4.3** Consider and take all appropriation action on a Butterfly Waystation at Pine Gully Park, as  
135 recommended by the Open Space and Trails Committee. *Sean Landis, Deputy City Manager*  
136

137 **4.4** Approve a Report on City of Seabrook Fiscal Year 2019-2020 Financials through June 30,  
138 2020. *Michael Gibbs, Director of Finance*  
139

140 **4.5** Approve the minutes of the October 1, 2019 joint City Council / Planning & Zoning  
141 meeting. *Robin Lenio, City Secretary*  
142

143 **4.6** Approve the minutes of the June 16, 2020 regular City Council meeting. *Robin Lenio, City*  
144 *Secretary*  
145

146 **4.7** Approve the minutes of the June 30, 2020 special City Council meeting. *Robin Lenio, City*  
147 *Secretary*  
148

149 **4.8** Approve the minutes of the July 7, 2020 special City Council meeting. *Robin Lenio, City*  
150 *Secretary*  
151

152 **4.9** Approve the minutes of the July 7, 2020 regular City Council meeting. *Robin Lenio, City*  
153 *Secretary*  
154

155 Ms. Lenio pulled this item from the Consent agenda in order to make amendments to the  
156 Story Walk and Edible Forest information. The July 7, 2020 regular City Council meeting minutes  
157 will be added to the next City Council agenda for approval.  
158

159 *Motion was made by Councilmember Machol and seconded by Councilmember Klein*  
160

161 *To approve items 4.1 through 4.8 of the Consent Agenda.*  
162

163 **MOTION CARRIED BY UNANIMOUS CONSENT**  
164

165 **5. NEW BUSINESS**  
166

167 **5.1** Consider and take all appropriate action on first reading of proposed Ordinance 2020-17,  
168 "Miramar Shopping Center (2000-2100 Block of State Highway 146) Master Sign Plan". *Sean*  
169 *Landis, Deputy City Manager*  
170

171 AN ORDINANCE APPROVING, PURSUANT TO APPENDIX A, "COMPREHENSIVE  
172 ZONING", ARTICLE 6, "SIGN STANDARDS", SECTION 6.06, "MASTER SIGN PLANS", A  
173 MASTER SIGN PLAN FOR THE PROPERTY LOCATED AT THE 2000 TO 2100 BLOCK OF  
174 STATE HWY 146, "MIRAMAR SHOPPING CENTER", LOCATED IMMEDIATELY EAST  
175 OF STATE HIGHWAY 146, NORTH OF HIALEAH DRIVE, SOUTH OF EL MAR LANE,  
176 AND WEST OF BAHAMA DRIVE; REPEALING ALL ORDINANCES OR PARTS OF  
177 ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; PROVIDING FOR A  
178 PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH OF VIOLATION OF ANY

179 PROVISION HEREOF BY INCLUSION INTO THE CODE; AND PROVIDING FOR A  
180 SAVINGS CLAUSE AND SEVERABILITY

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

183  
184 *To approve on first reading proposed Ordinance 2020-17, "Miramar Shopping Center (2000-*  
185 *2100 Block of State Highway 146) Master Sign Plan".*

186  
187 **MOTION CARRIED BY UNANIMOUS CONSENT**

188  
189 **5.2** Consider and take all appropriate action on possible amendments or temporary suspensions  
190 to Article 6, "Sign Standards" during SH 146 Expansion Project. *Joe Machol, City Council At*  
191 *Large Position 6*

192  
193 After explanation from Councilmember Machol regarding allowing banners and other  
194 types of signs for those businesses struggling along SH 146. Mr. Machol would like Council to  
195 do something to assist those businesses, but when the construction is completed, then the  
196 businesses would have to again comply with the Sign Standards. The different signage would be  
197 to assist with identifying where the businesses are located and where people can pull into the  
198 business driveways. The businesses are looking for permission to install basic, temporary, banner-  
199 type signage, something nice, because they cannot erect permanent signage right now due to the  
200 construction.

201  
202 Council commented that the duration is troublesome because once the northbound feeder  
203 road is complete, then the regular/permanent signs could be erected. Completion means something  
204 different to different people, and no one would want a situation where businesses were avoiding  
205 getting permanent signs up because of the ambiguity of the meaning of completion. Also, the  
206 entire sign ordinance does not have to be suspended. Council could be more descriptive in what  
207 would be allowed under the suspension. The suspension would only be for businesses along SH  
208 146, and under the COVID Declaration of Disaster, the City is allowing businesses to erect banners  
209 and portable signs now to tell people that they are open for takeout, etc. To ensure that businesses  
210 are actually installing basic, temporary, banner-like signs, each business owner that wants the  
211 allowance should come in and present his/her vision and Council could approve with an specific  
212 end date. Paperwork needs to be involved so that the business owners can sign and understand the  
213 limitations. Because Sean Landis knows the Sign Standards, the business owners could present to  
214 him and let him issue a temporary permit with an end date. Instead of an end date, 3 or 6 month  
215 increments should be required, so that there is a little more control on when the temporary signs  
216 come down.

217  
218 Sean Landis, Deputy City Manager, stated that he would put together some guidelines and  
219 bring those back to Council for approval. Staff has to enforce something that is in writing, to avoid  
220 problems. The guidelines will be to modify the banner ordinance that would allow temporary  
221 signs on private property and not in the Right of Way, with an end date, with possible extension  
222 based on the timeline of the feeder road construction. In addition, the guidelines will have to go

223 before the Planning & Zoning Commission first for a recommendation back to Council, per the  
224 zoning ordinance.

225  
226 *Motion was made by Councilmember Machol and seconded by Mayor Pro Tem Picha*  
227

228 *To approve for Deputy City Manager, Sean Landis, to take the modifications discussed by Council*  
229 *to the Planning & Zoning Commission and bring the PZ approved modifications back to the*  
230 *Council at a later date.*

231  
232 **MOTION CARRIED BY UNANIMOUS CONSENT**  
233

234 **5.3** Consider and take all appropriate action to approve the Coronavirus Relief Fund Grant, and  
235 authorize the City Manager to sign the CARES Act Coronavirus Relief Fund Eligibility  
236 Certification. *Gayle Cook, City Manager*

237  
238 *Motion was made by Councilmember Klein and seconded by Councilmember Machol*  
239

240 *To approve the Coronavirus Relief Fund Grant, and authorize the City Manager to sign the*  
241 *CARES Act Coronavirus Relief Fund Eligibility Certification.*

242  
243 **MOTION CARRIED BY UNANIMOUS CONSENT**  
244

245 **5.4** Consider and take all appropriate action on appointment of a Mayor Pro Tem for the term  
246 2020/2021. *City Council*

247  
248 *Motion was made by Councilmember Hammann and seconded by Councilmember Davis*  
249

250 *To appoint Natalie Picha as Mayor Pro Tem for the term 2020/2021.*

251  
252 **MOTION CARRIED BY UNANIMOUS CONSENT**  
253

254 **5.5** Consider and take all appropriate action on the selection / appointment / confirmation of  
255 Council Members as members of / representatives / liaisons to various boards and organizations  
256 as outlined in the attached table. *City Council*

257  
258 City Council members agreed to the same liaison appointments with the exception of the  
259 liaisons for Bay Area Transportation Partnership. Ed Klein was appointed as the primary liaison  
260 with Natalie Picha as the secondary liaison.

261  
262 A table with the liaison appointments is shown in Attachment A.

263  
264 **6. DISCUSSION ITEMS**  
265

266 **6.1** Discuss, consider and take all appropriate action on the creation of additional Public Safety  
267 Programs. *Joe Machol, City Council At Large Position 6*

268 Mr. Machol explained that everyone knows what is going around the country with  
269 defunding police departments, and the Seabrook Police Department is doing well. The Seabrook  
270 officers have a program to give out ice cream cones for people obeying the law, and it would be  
271 good to take it to another level by having officers pull people over or track them down to hand out  
272 a gift card from a local business for doing something like helping to solve a crime or calling 911  
273 that resulted in a saved life. The word would get around about the additional positive experiences  
274 people are having with the Seabrook police department. This idea is not to bring additional work  
275 to the officers, so the department would need to be involved in the decision and would have  
276 discretion on how they incorporate this idea into their daily work routines. In speaking with Chief  
277 Wright, he expressed that programs like this take additional staffing and a budget; therefore, Mr.  
278 Machol said that he would be willing to do the legwork to visit with Seabrook businesses to retrieve  
279 the gift certificates and delivery them to the police department. The idea is to ask for one or two  
280 certificates per year per business.

281  
282 Council expressed that the Chief would need to be involved because he knows the  
283 workload and would know if this idea would be a burden to the officers, which is not what is  
284 wanted. Seabrook businesses are already asked to donate for a variety of events and charitable  
285 causes. The Seabrook Police Department is doing things to be in the community, spread good will  
286 and get people involved, but current times with COVID have changed the way that the police  
287 department is able to interact because events like Coffee with a Cop and National Night Out have  
288 been changed or postponed. The police department is doing what's most important right now,  
289 keeping everyone safe, and it is shown in the fact that Seabrook is the 4<sup>th</sup> Safest City in the state,  
290 and that's what people appreciate. If Chief Wright wants to run with this idea, it will be supported,  
291 but if he thinks it will be too cumbersome on officers, then he decides. Citizens want basic services  
292 that work well, and Seabrook is blessed with all services working well. The best thing the Council  
293 can do is to give the police department the funding they need to do their jobs. If Mr. Machol wants  
294 to gather the gift cards from businesses, and give to the department, then they can give those out  
295 in lieu of the ice cream cones, if they so choose.

296  
297 Sean Wright, Chief of Police, stated that the department appreciates that Council reaches  
298 out to the community and talks about all city services. The department works for Council and for  
299 the community, so if Council members have ideas, please always bring them to the department  
300 because the department doesn't get high rankings and accolades without it being a true community  
301 effort. The department has support from Council and the community and that is why officers and  
302 employees have the longevity that they do.

303  
304 **6.2** Discuss, consider and take all appropriate action on an extension of penalties of the  
305 suspension of 15% penalty provided by TC 351.004(1)(3) beyond July 31, 2020, as made in  
306 Seabrook Executive Order No. 2-COVID 19 for the Hotel Occupancy Tax. *Gayle Cook, City*  
307 *Manager*

308  
309 Gayle Cook, City Manager, stated that the Tax Code does not allow suspensions of the  
310 hotel occupancy tax payments, and the 15% penalty is included in the definition of hotel occupancy  
311 tax; therefore, by law the penalty cannot be suspended.

312

313 No action was taken on this item.

314

315 **7. ROUTINE BUSINESS**

316

317 **7.1** Update and report on various items that require no action, including SH 146 Expansion  
318 Project, City of Seabrook CIP Projects, and City of Seabrook Grant Administration. *Gayle Cook,*  
319 *City Manager*

320

321 Ms. Cook gave the update shown in Attachment B.

322

323 **7.2** Update and discuss report by City Manager on COVID related issues. *Gayle Cook, City*  
324 *Manager and Brad Goudie, Director of Emergency Services*

325

326 Ms. Cook and Mr. Goudie gave the update shown in Attachment C.

327

328 **7.3** Establish future meeting dates and agenda items. *City Council*

329

330 The next regular City Council meeting will be held on August 4, 2020 at 7:00 p.m. by  
331 teleconference.

332

333 City Council will also hold a joint meeting with the Planning & Zoning Commission on  
334 August 4, 2020 at 6:00 p.m. by teleconference.

335

336 Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 7:54 p.m.

337

338 Approved this 4<sup>th</sup> day of August, 2020.

339

340

341

342

343

344

345

346

347 \_\_\_\_\_  
Robin Lenio, TRMC

348 City Secretary

\_\_\_\_\_  
Thomas G. Kolupski  
Mayor

## ATTACHMENT A

ORGANIZATION / BACKGROUND	CURRENT COUNCIL LIAISON	POSSIBLE COUNCIL ALTERNATE (optional)	CURRENT STAFF LIAISON	MEETING DATES AND TIMES
<p><b>Bay Area Houston Convention and Visitors Bureau</b>            The BAHCVB and each city shall work together and coordinate their retrospective marketing activities to avoid duplication of efforts and to increase marketing efficiency. Gives insight on events/special promotions happening in the local area. The center offers lodging, dining, shopping, attractions and recreational information, as well as maps, coupons, discount tickets and souvenirs</p>	Thom Kolupski	Hotelier in the Community no vacancy	LeaAnn Petersen (appointed by Council)	Every other month 2 <sup>nd</sup> Thursday 3:00pm
<p><b>Bay Area Houston Economic Partnership</b>            BAHEP has been dedicated to defining the future for the people who live and work in its service area of southeast Texas. Utilizing a collaborative committee structure, BAHEP engages approximately 270 investor companies, business professionals, local governments, and educational institutions to bring about prosperity and a high quality of life. Leadership is a quality that defines the Bay Area Houston Economic Partnership. BAHEP is trusted to provide exceptional leadership in advocating for regional economic interests, innovative partnerships, and collaborations</p>	Ed Klein	Joe Machol	Appointed at the Discretion of the CM	Various committees meet throughout the month.  Link to BAHEP calendar: <a href="http://www.bayareahouston.com/content/calendar/calendar">www.bayareahouston.com/content/calendar/calendar</a>
<p><b>Bay Area Houston Transportation Partnership</b>            Enhance regional mobility by advocating for improved infrastructure and air quality, reducing traffic congestion, and cultivating relationships with communities, business leaders, and elected/appointed officials that result in positive transportation solutions</p>	Ed Klein	Natalie Picha	Appointed at the Discretion of the CM	Monthly luncheon Last Thursday of the month 11:30am
<p><b>Clear Lake Area Chamber of Commerce</b>            The mission of the Chamber is to be Champions for Business Success &amp; Quality of Life in the Clear Lake Area Community by upholding values of accountability, inclusion, transparency, integrity, innovation, and member-focus</p>	Ed Klein	Joe Machol	Appointed at the Discretion of the CM	General Membership Luncheon Last Wednesday of Every Month 11:30am

<b>ORGANIZATION / BACKGROUND</b>	<b>CURRENT COUNCIL LIAISON</b>	<b>POSSIBLE COUNCIL ALTERNATE (optional)</b>	<b>CURRENT STAFF LIAISON</b>	<b>MEETING DATES AND TIMES</b>
<p><b>Economic Alliance Port Region</b>  The Economic Alliance Houston Port Region is a regional Economic Development Corporation whose mission is to create a vibrant regional economy. Our goal is to be the most sought-after region in the entire world for potential employers and their employees. We accomplish this by offering top-notch economic development services to site locators, brokers, private industry, and our member cities &amp; communities from inception of a project to groundbreaking</p>	Natalie Picha	Buddy Hammann	Appointed at the Discretion of the CM	Various committees meet throughout the month.  Link to Port Region calendar: <a href="http://www.allianceportregion.com/events-2/">www.allianceportregion.com/events-2/</a>
<p><b>Galveston Bay Foundation</b>  The Galveston Bay Foundation (GBF) is a non-profit organization established in 1987 to preserve and enhance Galveston Bay as a healthy and productive place for generations to come. The Foundation's strength is that it involves a true cross-section of interests to address issues and concerns related to Galveston Bay. The strong Board of Directors represent sport and commercial fishing groups, government agencies, recreational users, environmental groups, shipping, development, and business interests.</p>	Joe Machol	Ed Klein	Appointed at the Discretion of the CM	Quarterly Meetings Wednesdays 6:30pm
<p><b>Houston Galveston Area Council (HGAC)</b>  H-GAC is the regional organization through which local governments consider issues and cooperate in solving area wide problems. Through H-GAC, local governments also initiate efforts in anticipating and preventing problems, saving public funds. The 13-county H-GAC service region is growing, becoming more diverse, and constantly changing. In order to address the needs of citizens and businesses, local governments are providing leadership to guide regional development wisely and manage change constructively</p>	Natalie Picha	Thom Kolupski	Appointed at the Discretion of the CM	Board of Directors Meetings 3 <sup>rd</sup> Tuesday of the month  Various committees meet throughout the month.  Link to HGAC calendar: <a href="http://www.h-gac.com/calendar/default.aspx">www.h-gac.com/calendar/default.aspx</a>

<b>ORGANIZATION / BACKGROUND</b>	<b>CURRENT COUNCIL LIAISON</b>	<b>POSSIBLE COUNCIL ALTERNATE (optional)</b>	<b>CURRENT STAFF LIAISON</b>	<b>MEETING DATES AND TIMES</b>
<p><b>Public Safety Task Force</b>            The Task Force provided complete public safety by planning, prevention, responding and recovery, to provide for citizens' health, safety and welfare through the interoperability of the Seabrook Office of Emergency Management, the Seabrook Volunteer Fire Department (SVFD), the Seabrook Police Department, and the Citizens Emergency Response Team (CERT).</p>	Laura Davis	N/A	N/A	As called by the Director of the Office of Emergency Management
<p><b>Seabrook Economic Development Corporation</b>            The purpose of the Corporation is the promotion and development of new and expanded industrial and manufacturing enterprises in the City of Seabrook to promote and encourage employment in the public welfare</p>	Jeff Larson	N/A	N/A	2 <sup>nd</sup> Thursday of every month 7:00pm

**Harris County Mayors' and Councils' Association (HCMCA)**

The association was established to promote the general welfare of the communities of Harris County, to maintain lines of communication between the various governmental units within Harris County, to create a better understanding between the cities and governmental units of Harris County, and to aid in the improvement of municipal administration in Harris County.

MEMORANDUM  
CITY MANAGER'S OFFICE



To: Honorable Mayor and City Council  
From: Gayle Cook, City Manager  
Date: July 21, 2020  
Subject: City Council Update Report

## SH 146 Expansion

### Lane Closures – SH 146.com

No pending lane closures to report.

Pipeline relocations on the west side of the corridor continue. Storm sewer installation of laterals were completed the week of July 13, 2020.

### Utility Relocations and Northbound Frontage Road in Seabrook

AT&T has remains active on the relocation of their infrastructure. No further updates given on sub-contractor for the water and wastewater infrastructure relocation project.



## Capital Improvement Projects (CIP)

City staff is currently managing over \$49.4 million in active CIP projects.

### Pine Gully Wastewater Treatment Plan Retrofit \$35,946,438 (C.O.s/HMGP)

The Environmental Assessment was completed and has been reviewed. Staff met on July 8, 2020, to go over electrical plans. Work on electrical and fiber designs continued through the following week. Force main and lift station relocations under review.

### SH 146 City Utility Relocates (CIP W7 and WW8) \$3,694,358 (SIB)

The Public Works Department successfully completed 3 of 4 sewer taps that were requested of the sub-contractor by third party and in-house to allow for a savings of over \$350k compared to change order cost returned. Water and Wastewater relocations are pending upon remobilization of sub-contractor. No updates on restart date to report on sub-contractor.

### Friendship Elevated Water Tower Project (W11) \$350,000 (Impact Fees)

The RFP was published on July 16, 2020. Bid Opening will be August 18, 2020. Work to begin late summer or early Fall, 2020.

MEMORANDUM  
CITY MANAGER'S OFFICE



**Chloramine Conversion (CIP W13) \$272,875 (Enterprise Fund)**

In progress. Delay in delivery of materials through July, 2020.

**Red Bluff and Shady Lake Waterline Project (W9) \$40,200**

Preconstruction meeting was held May 28, 2020. Harris County permit was approved and the 6" waterline with casing was installed last week for the segment at Shady Lake Drive crossing Red Bluff.

**Red Bluff Road Expansion TxDOT and Harris County Project (City - AFA Agreement \$39,477- Utility Conflict)\***

Roadway work has been poured to Lakeside. No additional road closures or conflicts to report.

**SMART Meter (CIP FAC6) \$3,000,000 (C.O.s 2020)**

RFP will be published July 23 & 30, 2020. August 27, 2020, the bids will be opened.

**Seascape and Baybrook Subdivision HCFC Bond E-07 (D11 and D12) \$2,238,000 (Total Project Cost)**

As part of the Certificates of Obligation recently issued for 2020, Seascape and Baybrook Subdivision drainage improvement projects have started. City staff have been notified that a Phase I Environmental Site Assessment (ESA) is in progress.



**El Mar Ditch HCFC Bond E-07 (D2) \$3,905,527 (Total Project Cost)**

Currently, this project is an environmental phase and public comment is under review.

This ditch is in the center of El Mar Lane and is too shallow to provide proper drainage to the subdivision area or the commercial area along SH146 that is connected to it. The City has attempted to improve the drainage within the Miramar Subdivision several times, but the depth of this channel has precluded reaching a satisfactory outcome. The space with the street right of way would require the ditch to be enclosed to achieve the needed depth and capacity. The intent would be to provide a 100-year storm capacity for the SH146 & Miramar area.



D2  
EL MAR DITCH  
HCFC BOND E 07

MEMORANDUM  
CITY MANAGER'S OFFICE



**Rail Spur Project**

**(Port of Houston and FUSED Industries)**

Over the weekend of July 17, 2020, contractor successfully completed removing temporary materials and installed rail and striping before reopening both lanes to traffic on July 18, 2020.

## **Grants Update**

### **CARES Act – Small City Assistance Program**

Harris County will be administering the Small City Assistance Program as part of the CARES Act. The Allocation Maximum for the City of Seabrook is \$786,005 based on eligible expenses. The program as part of the eligibility will require that cities first file for FEMA Public Assistance program for 75% of eligible projects and show documentation.

### **Texas Parks and Wildlife Grant (TPWG)**

In Progress. Texas Parks and Wildlife Commission to begin environmental and archeological resource reviews.

### **Livable Centers Program (HGAC) – Old Seabrook District \$194,000**

Economic Development Corporation was awarded a Livable Center Program grant for consultant services. The kickoff meeting for the project was conducted last week. The goal of the study will be to create a livable center plan for the area that will define new access and connectivity with the mix of land uses and housing options in the area. The plan is to recommend projects that would encourage walkability, connection within and between nodes of community activity and build on environment strategies that support local economic development and employment. The RFP was released by H-GAC on July 7, 2020.

MEMORANDUM  
CITY MANAGER'S OFFICE



To: Honorable Mayor and City Council  
 From: Gayle Cook, City Manager  
 Date: July 21, 2020  
 Subject: City Council COVID Update

**City**

**Emergency Operations Center**

Seabrook Emergency Operations Center is active.

**City Operations**

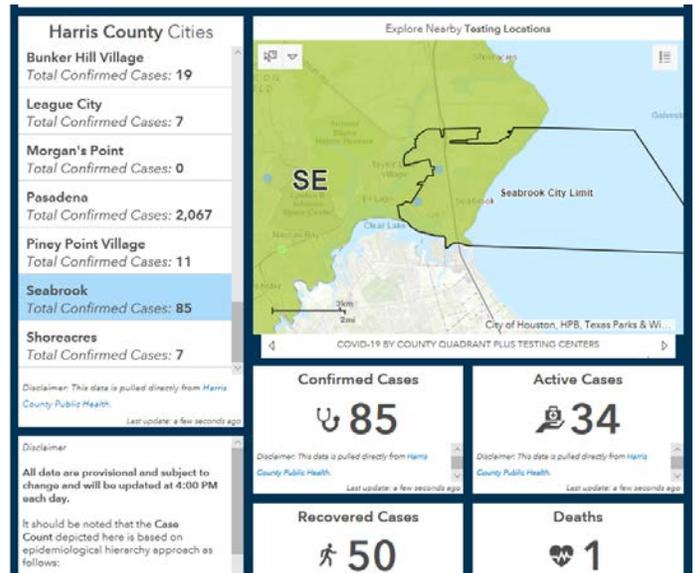
City staff has continued to maintain customer levels by meeting customer needs electronically or by appointment for dropping off any documentation. Additional signage has been displayed for any customer to also have a department directory on a sign board at the front of city hall.

**Executive Order No. 4**

On July 14, 2020, Mayor Kolupski issued Executive Order No. 4 to extend to August 10, 2020, restricting outdoor gatherings to no more than 10, requiring face coverings, and closure of the city pool and splash pads.

**City Website – COVID**

City Operational update continue to be updated on this page within the COVID-19 Information.



**County**

As of the date of this memo, the current level with Harris County remains at a Level 1 – Severe. Harris County Judge Lina Hidalgo order remains a requirement that workers, customers or visitors wear face coverings. The order in effect until 11:59 pm on **Wednesday, August 26th, 2020.**



**State**

Executive Order GA-29 was issued on July 3, 2020, for face coverings with some exceptions.