

1 The City Council of the City of Seabrook met in regular session on Tuesday, September 06, 2016
2 at 7:00 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.

4
5 **THOSE PRESENT WERE:**

- | | |
|------------------------------|---------------------|
| 6 GLENN R. ROYAL | MAYOR |
| 7 ROBERT LLORENTE – Ex. Abs. | COUNCIL PLACE NO. 1 |
| 8 MIKE GIANGROSSO – Ex. Abs. | COUNCIL PLACE NO. 2 |
| 9 GARY JOHNSON | COUNCIL PLACE NO. 3 |
| 10 MELISSA BOTKIN | COUNCIL PLACE NO. 4 |
| 11 GLENNA ADOVASIO | COUNCIL PLACE NO. 5 |
| 12 O.J. MILLER | MAYOR PRO TEM & |
| 13 | 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 Royal 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. Comprehensive Master Plan Review Commission**
25 **Recognition of the dedicated efforts and outstanding work of the Comprehensive Master**
26 **Plan Review Commission. (Royal / Landis)**

27
28 Mayor Royal recognized the Commission for their loyalty for service much longer than
29 six months, and noted that the Master Plan is an outstanding document. The Mayor noted that
30 the Commission’s work was outstanding, got community buy-in, and is a great vision for the
31 City.

32
33 Gary Renola, Darrell Picha, Kim Morrell, Tracy Soich, and Thom Kolupski were present
34 and accepted their certificates of recognition, remarking that they had fun and enjoyed their
35 work. Commission members remarked that Sean Landis and his staff did a great job with this
36 work.

37
38 **2. PUBLIC COMMENTS AND ANNOUNCEMENTS - None**

39 *At this time we would like to listen to any member of the audience on any subject matter,*
40 *whether or not that item is on the agenda. All comments are limited to a maximum of four*
41 *minutes for each speaker, shall be limited to city business or city-related business or matters of*
42 *general public interest, and shall not include any personal attacks. In accordance with the*
43 *Open Meetings Act, members may not discuss or take action on any item that has not been*
44 *posted on the agenda. When your name is called, please come to the podium and state your*
45 *name and address clearly into the microphone before making your comments. Thank you.*

46 **2.1. Mayor, City Council and/or members of the city staff may make announcements**
47 **about city/community events. (Council)**
48

49 Councilmember Adovasio announced several events, including: Kids' Fish; CERT
50 Training; Saltwater Derby; and Citizens' University Day.
51

52 **3. CONSENT AGENDA**
53 **Council will discuss, consider, and if appropriate, take action on the items listed below.**
54

55 3.1. Pulled from the Consent Agenda by Councilmember Adovasio.
56

57 3.2. Excused Absence
58 **Approve an excused absence for Robert Llorente, Mike Giangrosso, and Gary Johnson for**
59 **the August 16, 2016 regular City Council meeting. (Hicks)**
60

61 3.3. Minutes July 5 regular meeting
62 **Approve minutes of the July 5, 2016 regular City Council meeting. (Hicks)**
63

64 3.4. Minutes July 19 special meeting
65 **Approve minutes of the July 19, 2016 special City Council meeting. (Hicks)**
66

67 3.5. Minutes July 19 regular meeting
68 **Approve minutes of the July 19, 2016 regular City Council meeting. (Hicks)**
69

70 3.6. Minutes August 2 regular meeting
71 **Approve minutes of the August 2, 2016 regular City Council meeting. (Hicks)**
72

73 3.7. Minutes August 16 regular meeting
74 **Approve minutes of the August 16, 2016 regular City Council meeting. (Hicks)**
75

76 Motion was made by Councilmember Botkin and seconded by Councilmember Miller
77

78 To approve the Consent Agenda as presented, with the exception of Item 3.1
79

80 MOTION CARRIED BY UNANIMOUS CONSENT
81
82
83
84
85

86 **THIS SPACE SPECIFICALLY LEFT BLANK**
87
88
89
90

91 3.1 Special Event Permit Pumpkins & Paint
92 **Approve a special event permit for a Pumpkins & Paint event on Saturday, October 29,**
93 **2016 from 10:00am until 12:00pm at Meador Park. (Dearman)**
94

95 LeaAnn Dearman, Director of Communications, explained this event will include a pet
96 parade and pet costume contest and City staff has checked into any special insurance that might
97 be needed. Gayle Cook, City Manager, confirmed that the City has insurance through the Texas
98 Municipal League and she will re-verify with TML that pets are covered. Ms. Dearman stated
99 that all activities for this event will have signage outlining the “pet rules”, and owners will be
100 liable for damage or injuries. All pets will be required to be on a leash and owners must clean up
101 after their pets. In addition, owners will have to sign a document to say they are participating
102 and know the rules.

103
104 Motion was made by Councilmember Adovasio and seconded by Councilmember Botkin

105
106 To approve a special event permit for a Pumpkins & Paint event on Saturday, October 29, 2016
107 from 10:00am until 12:00pm at Meador Park, pending information from TML on pet insurance
108 coverage.

109
110 MOTION CARRIED BY UNANIMOUS CONSENT

111
112 **4. NEW BUSINESS**

113 *Council will discuss, consider and if appropriate, take action on the items listed below.*
114

115 **4.1. Pelican Path Project**

116 **Consider and take all appropriate action on the City of Seabrook's assumption of the**
117 **ownership and management of the Pelican Path Project. (Dearman)**

118
119 Mayor Royal recused himself from discussion and voting on this item, as he and his wife,
120 Diane, have purchased a Pelican.

121
122 LeaAnn Dearman, Director of Communications, stated that the assumption of the
123 ownership and management of the Pelican Path Project is a strategic planning item and was
124 discussed with Council in April at the Strategic Planning Workshop. The pelicans are a tourist
125 attraction and an economic driver. The project was founded in March 2001, and there are
126 currently 35 pelicans throughout the City, including Wally, Commodore, Zach, Pearl, and Lone
127 Star.

128
129 Business owners can purchase a pelican for \$2500 (and you don't have to be a business
130 owner to purchase a pelican). \$250 buys the topcoat and \$250 will go into a maintenance fund.
131 Owners would work with an artist to make sure the pelican is painted. The program is all about
132 art, which is part of the marketing, so there won't be logos or business names on the pelicans,
133 except for small plaques.

134

135 If Council approves the project transfer to the City, the 501C3 board would dissolve.
136 Any monies left in the 501C3 account would be transferred to the City and deposited into the
137 Hotel Occupancy Tax fund account because City gave earlier to this project out of HOT funds.
138 The fiberglass Pelican mold will be given to the City and the Communications Department will
139 take over management of the project.

140

141 Bay Area Cosmetic Boat repair in Kemah produces the pelicans, which takes about two
142 weeks to complete, then they will paint on the topcoat. The Pelican design will be decided
143 between the owner and the artist (the City will provide a list of approved artists), with final
144 design approved by the City. The owner will decide where to place the pelican. The City will
145 have the right to advertise the name and location of each pelican, so keep in mind that if an
146 owner chooses his/her home as the location, his/her address will be publicized. If a pelican is
147 damaged or vandalized, the owner is responsible for notifying the City, and if a pelican is
148 neglected, the City will take the pelican and can relocate it. The City will assume maintenance
149 of this website, pelicanpath.com.

150

151 Mr. Jack Fryday spoke and stated that he never thought the project would work. The
152 success of the program has been outstanding. People from all around come to Seabrook all the
153 time to look at the pelican's, with the map. The City's assumption of the ownership and
154 maintenance is an exciting deal.

155

156 Motion was made by Councilmember Adovasio and seconded by Councilmember Botkin

157

158 To approve the City of Seabrook's assumption of the ownership and management of the Pelican
159 Path Project.

160

161 MOTION CARRIED BY UNANIMOUS CONSENT

162

163 **4.2. Economic Development Agreement**

164 **Consider and take all appropriate action on an Economic Development Agreement, by and**
165 **between the Seabrook Economic Development Corporation and Seabrook Hospitality, LP,**
166 **doing business as the Hampton Inn Seabrook, for reimbursement of City permit fees for**
167 **the construction of hotel improvements at 3000 Nasa Rd. 1, Seabrook, Texas, in an amount**
168 **not to exceed \$40,000. (Chavez)**

169

170 Councilmember Johnson recused himself from discussion and voting on this item.

171

172 Motion was made by Councilmember Miller and seconded by Councilmember Botkin

173

174 To approve an Economic Development Agreement, by and between the Seabrook Economic
175 Development Corporation and Seabrook Hospitality, LP, doing business as the Hampton Inn
176 Seabrook, for reimbursement of City permit fees for the construction of hotel improvements at
177 3000 Nasa Rd. 1, Seabrook, Texas, in an amount not to exceed \$40,000.

178

179 MOTION CARRIED BY UNANIMOUS CONSENT

180 **4.3. Resolution 2016-15 EDC Project**

181 **Consider and take all appropriate action on first of two readings of proposed Resolution**
182 **2016-15, "EDC Project Designation for Seabrook Hospitality, LP (Hampton Inn) and**
183 **Authorization for Business Development Grant for Reconstruction of Hotel." (Chavez)**

184
185 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,**
186 **AUTHORIZING A PROJECT OF THE SEABROOK ECONOMIC DEVELOPMENT**
187 **CORPORATION, TO PROVIDE BUSINESS INCENTIVES TO SEABROOK**
188 **HOSPITALITY, LP, DOING BUSINESS AS THE HAMPTON INN, IN AN AMOUNT**
189 **NOT TO EXCEED \$40,000 FOR HOTEL CONSTRUCTION IMPROVEMENTS,**
190 **PURSUANT TO THE TERMS AND CONDITIONS OF THE "ECONOMIC**
191 **DEVELOPMENT AGREEMENT", ATTACHED HERETO.**

192
193 Councilmember Johnson recused himself from discussion and voting on this item.

194
195 Motion was made by Councilmember Miller and seconded by Councilmember Adovasio

196
197 To approve on first of two readings proposed Resolution 2016-15, "EDC Project Designation for
198 Seabrook Hospitality, LP (Hampton Inn) and Authorization for Business Development Grant for
199 Reconstruction of Hotel."

200
201 MOTION CARRIED BY UNANIMOUS CONSENT

202
203 **4.4. Resolution 2016-16 Cooperative Purchasing**

204 **Consider and take all appropriate action on proposed Resolution 2016-16, "Participation**
205 **in the National Joint Powers Alliance Cooperative Purchasing Program". (Gibbs)**

206
207 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS,**
208 **AUTHORIZING THE CITY'S PARTICIPATION IN A NATIONWIDE COOPERATIVE**
209 **PURCHASING PROGRAM FOR GOODS AND SERVICES AND AUTHORIZING THE**
210 **MAYOR TO EXECUTE THE ATTACHED AGREEMENT FOR SUCH PROGRAM.**

211
212 Michael Gibbs, Assistant Director of Finance, stated that this is a resolution to allow the
213 City to participate in the National Joint Powers Alliance to purchase goods and services through
214 the alliance. National Joint Powers has a nationwide reach and handles all the advertising and
215 bidding process, so the City will not have to do those things. This is similar to the cooperative
216 purchasing the City has with HGAC and National Joint Powers would not present a conflict with
217 HGAC. Gayle Cook, City Manager, stated that about two dozen Texas cities participate in the
218 National Joint Powers Alliance.

219
220 Motion was made by Councilmember Miller and seconded by Councilmember Adovasio

221
222 To approve proposed Resolution 2016-16, "Participation in the National Joint Powers Alliance
223 Cooperative Purchasing Program". *MOTION CARRIED BY UNANIMOUS CONSENT*

224

225 **4.5. Furniture Purchase**

226 **Consider and take all appropriate action on the purchase of furniture from KI for the new**
227 **Public Works and Animal Control Complex, through a cooperative purchase agreement**
228 **with the National Joint Powers Alliance, in an amount not to exceed \$98,656.89, and**
229 **authorizing the City Manager to execute same. (Gibbs)**
230

231 Michael Gibbs, Assistant Director of Finance, stated that staff anticipates the furniture
232 purchased will be used in the new Public Works facility. Staff has looked at other vendors and
233 the Public Works Director and Assistant Director agree with using KI for this furniture purchase,
234 through the National Joint Powers Alliance.
235

236 Motion was made by Councilmember Miller and seconded by Councilmember Adovasio
237

238 To approve the purchase of furniture from KI for the new Public Works and Animal Control
239 Complex, through a cooperative purchase agreement with the National Joint Powers Alliance, in
240 an amount not to exceed \$98,656.89, and authorizing the City Manager to execute same.
241

242 MOTION CARRIED BY UNANIMOUS CONSENT
243

244 **4.6. FY2016/2017 Budget**

245 **Review proposed FY 2016/2017 Budget and take action, as needed. (Gibbs)**
246

247 Gayle Cook, City Manager, stated that CIP Workshop and Budget workshops have been held
248 with Council and the budget before Council tonight is the final budget. The City has received
249 the final tax rolls, and now Council will need to adopt the tax rate and adopt of the final budget.
250

251 Accomplishments in this budget include:

- 252 • A full 12 months of the compensation study
 - 253 • Keeping a STEP increase of 2.5%
 - 254 • A TMRS retirement rate increase
 - 255 • Medical and Dental insurance increase
 - 256 • A New PD position – Property and Evidence Technician (FTE)
 - 257 • A New Building Inspector (FTE) – this position was not discussed at the budget
258 workshops; however, the Community Development Department has had increases in
259 volume, in particular plan reviews and inspections, which has become increasingly
260 burdensome on one person. When the tax rolls came in, we were able to put this new
261 position into the budget.
 - 262 • On Staff City Engineer (replaces Asst. Public Works Director) – The City will no longer
263 outsource engineering for every project
 - 264 • Purchasing Agent (replaces A/P Clerk) – a dedicated purchasing agent would be helpful
265 to all departments
 - 266 • Accountant (replaces Asst. Finance Director) – now in place.
- 267
268
269

270 Staff is currently forecasting collection of \$1.8 million in sales tax, even with the Highway 146
271 expansion project, and an increase in sales tax from other businesses. The City should only feel
272 a \$200,000 net loss.

273
274 No action was taken by Council on this item.

275
276 **4.7. Effective Tax Rate Calculation**

277 **Consider and discuss the effective tax rate calculation for FY 2016/2017 and take action on**
278 **proposed tax rate. If tax rate exceeds effective tax rate, take record vote and schedule two**
279 **(2) public hearings. (Gibbs)**

280
281 Michael Gibbs, Assistant Director of Finance, explained that the State requires a truth in taxation
282 calculation for the effective tax rate. One of the things that drives the effective tax rate is
283 property values. As property values go up, the effective tax rate goes down.

284
285 Property values have increased by \$115,000,000, with the Towers, Gulf Winds, and Tookie's
286 Seafood contributing to the increased values.

287
288 The debt structure should remain constant/stable over the next 11 years, and debt issued in 2008
289 will drop off in 2028.

290
291 This year's calculation showed a shortage in the operating and maintenance tax and an overage
292 in the debt service tax, which allowed for a reallocation from debt service into O&M. Staff
293 would like to propose a rate of \$0.565177. For the past several years the adopted tax rate has
294 been above the effective tax rate. This year, staff is proposing bringing it back down to below
295 the effective tax rate.

296
297 The average home value increased from \$181,000 to \$196,000 this year. The annual difference
298 in taxes, if the proposed rate is adopted, would be -\$93.43.

299
300 Gayle Cook, City Manager, stated that the City just went through ratings on the Moody's ratings
301 system, and the City moved up a mark. Moody's understood the hurdles the City faces with 146,
302 and that we are preparing for the long term. The reserves also helped.

303
304 Motion was made by Councilmember Miller and seconded by Councilmember Botkin

305
306 To approve the proposed Operation & Maintenance tax rate of \$.39454974 and a Debt Service
307 tax rate of \$0.170603, for a total tax rate of \$0.565177.

308
309 **RECORD VOTE:**

310 Johnson – aye

311 Royal – aye

312 Botkin – aye

313 Adovasio – aye

314 Miller - aye

315 **5. ROUTINE BUSINESS**

316 *Council will discuss, consider and if appropriate, take action on the items listed below.*

317
318 **5.1. Approve the Action Items Checklist which is attached and made a part of this**
319 **Agenda.**

320
321 TXDOT – Gayle Cook, City Manager, stated that staff is still waiting on the latest status
322 reports from TXDOT, and no new updates on the design and construction.

323
324 Projects – Concrete is being poured in the building pads at the new Public Works facility.

325
326 Pelicans and benches – Staff has received the go ahead from Council, and bench orders
327 are being prepared. A pelican will be on order soon as well.

328
329 Motion was made by Councilmember Botkin and seconded by Councilmember Johnson

330
331 To approve the Action Items Checklist.

332
333 MOTION CARRIED BY UNANIMOUS CONSENT

334
335 **5.2. Establish future meeting dates and agenda items**

336
337 Council is on track with regular meetings. The Mayor has asked that there be only one
338 meeting in December.

339
340 Upon motion duly made and seconded, Mayor Royal adjourned the meeting at 8:03 p.m.

341
342 Approved this 4th day of October 2016.

343
344

345
346

347
348
349
350

Glenn Royal
Mayor

351
352

Robin Hicks, TRMC
City Secretary