

1 The City Council of the City of Seabrook met in regular session on Tuesday, July 5, 2016 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 GLENN R. ROYAL             | MAYOR               |
| 7 ROBERT LLORENTE            | COUNCIL PLACE NO. 1 |
| 8 MIKE GIANGROSSO            | COUNCIL PLACE NO. 2 |
| 9 GARY JOHNSON               | COUNCIL PLACE NO. 3 |
| 10 MELISSA BOTKIN – Ex. Abs. | 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. Presentation of a Proclamation recognizing and honoring the 100,000th orbit of the**  
25 **International Space Station. (Royal)**  
26

27 Mayor Royal explained that approximately 2500 Seabrook residents are somehow  
28 involved with NASA, and read the proclamation recognizing the 100,000<sup>th</sup> orbit of the  
29 International Space Station. Ralph Grau, with the External Relations Department at  
30 NASA, stated, “It takes all of us to make this work”. One orbit of the International Space  
31 Station is equivalent to 20 times around a football field track every second. On behalf of  
32 the Space Station Program and Johnson Space Center, we appreciate everything you do  
33 for us.  
34

35 **1.2. Presentation of the proposed Budget FY 2016-2017. (Cook)**  
36

37 Gayle Cook, City Manager, explained that this presentation is simply to put the budget in  
38 Council’s hands for review before beginning budget workshop sessions next week.  
39 Council will be reviewing a balanced budget, which includes the full impact of the recent  
40 compensation study and accommodations for sales tax changes due to the Highway 146  
41 expansion project.  
42

43           **2. PUBLIC COMMENTS AND ANNOUNCEMENTS**

44   **At this time we would like to listen to any member of the audience on any subject matter,**  
45   **whether or not that item is on the agenda. All comments are limited to a maximum of four**  
46   **minutes for each speaker. In accordance with the Open Meetings Act, members may not**  
47   **discuss or take action on any item that has not been posted on the agenda. When your**  
48   **name is called, please come to the podium and state your name and address clearly into the**  
49   **microphone before making your comments. Thank you.**

50  
51           Mark Caldwell, 2510 DeFour Trace, Seabrook, explained that his rezoning request has  
52           been tabled by City Council until after the Comprehensive Master Plan is approved. He  
53           spoke to the Planning & Zoning Commission before purchasing the property, and  
54           understood that Planning & Zoning felt the rezone was an appropriate request. P&Z  
55           approved the rezone request in September 2015. While the request has been on the table,  
56           Mr. Caldwell has spoken to 15 businesses that could relocate to the property, and none  
57           has an interest in relocating to this property. Three builders believe it is an appropriate  
58           residential site, and they have agreed to buy 20 lots.

59  
60           **2.1. Mayor, City Council and/or members of the city staff may make announcements**  
61           **about city/community events. (Council)**

62  
63           Councilmember Giangrosso made announcements about upcoming events, including  
64           Swim n Movie nights at the pool, the Music and Picnic on Main event. Everyone was in  
65           agreement that the 4<sup>th</sup> of July Kids' Parade was great.

66  
67           **3. CONSENT AGENDA**

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

69  
70           **3.1. Ordinance 2016-16 Overlay District Amendment**

71           **Approve on second reading proposed Ordinance 2016-16, amending the Seabrook City**  
72           **Code, Appendix A, "Comprehensive Zoning", Article 4, "Special Use Regulations",**  
73           **creating a new Section 4.16 "Seabrook Town Center Overlay District Regulations".**  
74           **(Landis)**

75  
76           **AN ORDINANCE AMENDING THE SEABROOK CITY CODE, APPENDIX A,**  
77           **COMPREHENSIVE ZONING, ARTICLE 4, "SPECIAL USE REGULATIONS",**  
78           **CREATING A NEW SECTION 4.16 "SEABROOK TOWN CENTER OVERLAY**  
79           **DISTRICT REGULATIONS", SUCH DISTRICT CONSISTING OF THE AREA LYING**  
80           **WEST OF THE WESTERN EDGE OF STATE HIGHWAY 146 RIGHT-OF-WAY,**  
81           **NORTH OF VERMILLION DRIVE REAR PROPERTY LINES, EAST OF ED WHITE**

82 **ELEMENTARY SCHOOL, SOUTH OF OAK DALE WAY REAR PROPERTY LINES,**  
83 **AND SOUTH OF SEABROOK METHODIST CHURCH, AS FURTHER DEPICTED IN**  
84 **ATTACHMENT A, HEREIN, BY ADDING SITE AND ARCHITECTURAL**  
85 **REGULATIONS FOR THE AREA KNOWN COMMONLY AS "SEABROOK TOWN**  
86 **CENTER", AND AMENDING SECTION 3.15, "COMPREHENSIVE LAND USE**  
87 **MATRIX", ACCORDINGLY BY ADDING "SEABROOK TOWN CENTER OVERLAY**  
88 **DISTRICT" "USES" PERMITTED BY RIGHT AND BY CONDITIONAL USE WITHIN**  
89 **SUCH DISTRICT; RECODIFYING THE CURRENT SECTION 4.16**  
90 **"TELECOMMUNICATION TOWERS AND ANTENNAE" UNDER A NEW SECTION**  
91 **4.25 UNDER THE SAME TITLE, TO ALLOW FOR FUTURE EXPANSION OF**  
92 **ARTICLE 4; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED**  
93 **\$2000 PER OFFENSE FOR VIOLATION OF ANY PROVISION HEREOF BY**  
94 **INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF**  
95 **ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING**  
96 **FOR SEVERABILITY.**

97  
98 Motion was made by Councilmember Johnson and seconded by Councilmember Giangrosso

99  
100 To approve on second reading proposed Ordinance 2016-16, amending the Seabrook City Code,  
101 Appendix A, "Comprehensive Zoning", Article 4, "Special Use Regulations", creating a new  
102 Section 4.16 "Seabrook Town Center Overlay District Regulations".

103  
104 MOTION CARRIED BY UNANIMOUS CONSENT

105  
106 **4. NEW BUSINESS**

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

108  
109 **4.1. Agreement with Loomis for Cash Management Services**

110 **Consider approval of contract with Loomis US for Cash Management Services which**  
111 **include armored pick-up and safe vault, beginning July 2016 in an amount of \$1,500 for FY**  
112 **2015/16 and \$6,500 for FY 2016/17 and authorize City Manager to execute same. Form**  
113 **1295 has been submitted and verified. (Gibbs)**

114  
115 Michael Gibbs, Assistant Director of Finance, explained that City staff has been looking  
116 for a way to make daily bank deposits more secure and efficient. Currently an employee  
117 takes around \$10,000 in cash and \$20,000 in checks to the bank every day. Staff reached  
118 out to Wells Fargo and other vendors and came to an agreement with Loomis that allows  
119 the City to have secure deposits while still having daily access to cash funds. Staff  
120 recommends approval of this agreement.

121

122 Motion was made by Councilmember Giangrosso and seconded by Councilmember Miller

123

124 To approve a contract with Loomis US for Cash Management Services which include armored  
125 pick-up and safe vault, beginning July 2016 in an amount of \$1,500 for FY 2015/16 and \$6,500  
126 for FY 2016/17 and authorize City Manager to execute same.

127

128 MOTION CARRIED BY UNANIMOUS CONSENT

129

#### 130 **4.2. Remote Bank Deposit**

131 **Consider approval for an additional agreement to the Wells Fargo Bank contract which**  
132 **will provide the software for daily remote bank deposits, a security measure**  
133 **which coordinates with the Loomis service agreement. The increased cost will be partially**  
134 **offset by lower bank fees and will not exceed \$3,000. (Gibbs)**

135

136 Michael Gibbs, Assistant Director of Finance, explained that the agreement with Wells  
137 Fargo will allow the City to use Wells Fargo software to remotely deposit checks and  
138 give Loomis access to the deposit information.

139

140 Motion was made by Councilmember Giangrosso and seconded by Councilmember Miller

141

142 To approve an additional agreement to the Wells Fargo Bank contract which will provide the  
143 software for daily remote bank deposits, a security measure which coordinates with the Loomis  
144 service agreement. The increased cost will be partially offset by lower bank fees and will not  
145 exceed \$3,000.

146

147 MOTION CARRIED BY UNANIMOUS CONSENT

148

149 Gayle Cook, City Manager, asked Council to recess to executive session first before  
150 discussing item 5.1.

151

#### 152 **6. EXECUTIVE SESSION**

153 **The City Council will now hold a closed executive meeting pursuant to the provisions of the**  
154 **open meetings Act, Charter 551, Government Code, and Vernon's Texas Codes Annotated,**  
155 **in accordance with the authority contained in one or more of the following sections: Section**  
156 **551.071, Consultation with Attorney; Section 551.072, Real Property; Section 551.073,**  
157 **Deliberation Regarding a Prospective Gift; Section 551.074, Personnel Matters; Section**  
158 **551.076. Security Devices; and Section 551.087, Economic Development.**

159 At 7:19p.m. Mayor Royal announced that the order of the agenda will be modified and  
160 under items 6.1 and 6.2, the City Council will now hold a closed executive meeting  
161 pursuant to the provisions of the Open Meetings Act, Chapter 551 Government Code, and  
162 Vernon's Texas Codes Annotated, in accordance with the authority contained in Section  
163 551.071, Consultation with an Attorney.

164 **6.1. Consultation with Attorney**

165 **As provided by Section 551.071 of the Texas Government Code, consult with attorney on**  
166 **legal issues associated with the possible issuance of certificates of obligation, general**  
167 **obligation bonds, or other financing for city infrastructure. (Cook)**

168  
169 **6.2. Consultation with Attorney**

170 **As provided by Section 551.071 of the Texas Government Code, consult with attorney on**  
171 **legal issues associated with water supply contract. (Cook)**

172  
173 **7. OPEN MEETING**

174 **Council will reconvene in open session to allow for possible action on any of the agenda**  
175 **items listed above under "Executive Session."**

176  
177 At 7:50p.m. Mayor Royal reconvened the meeting in open session and stated that items  
178 6.1 and 6.2 had been discussed, but that no action has been taken in executive session.

179  
180 **5. OLD BUSINESS**

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

182  
183 **5.1. Capital Improvements Projects**

184 **Discuss, consider, and if appropriate, take action on the proposed Capital Improvements**  
185 **Projects for Fiscal Year 2016/17, as recommended by consultant, Brad Matlock, Principal,**  
186 **Cobb Fendley & Associates, Inc. (Cook)**

187  
188 Mayor Royal announced that no action will be taken in open session for 6.2, and the water  
189 supply contract will be addressed in future Council meetings. Items 5.1 and 6.1 will be  
190 discussed, with staff making a presentation, and Council may or may not take action.

191  
192 Gayle Cook, City Manager, stated that on June 21, staff came to Council with an annual update  
193 on the Capital Improvements Program (CIP). On June 21, Brad Matlock, Principal at Cobb  
194 Fendley, made a presentation to give an overview of each of the projects, and staff identified  
195 priority projects. Project WW4, the Todville Sewer Line, in bad need of repair; Project WW6,  
196 upgrades to the clarifiers and extension of part of the wall at the current Wastewater Sewer Plant;  
197 and Project WW1, the Meyer pipe bursting to build capacity on the North side. Since June 21,  
198 staff has taken a look at WW4, WW6, and WW1, a little differently, and is proposing a new  
199 Wastewater Treatment Plant on the North side. If Council were to approve a new Wastewater  
200 Treatment Plant on the North side, the Meyer Pipe Bursting would not be needed, as capacity to  
201 be re-routed North to the new plant, and the upgraded clarifiers and extension of part of the wall  
202 would not be needed at the current plant, allowing the savings from those two projects to be used

203 on other projects. Because the building of a new plant is a huge undertaking, Cobb Fendley is  
204 proposing a phased approach. The Todville Sewer Line would still be needed.

205

206 The first phase of the new plant, Phase 1A, would be approximately \$4.4million to start, making  
207 a grand total of \$6.9 million for all critical projects plus construction of a new Wastewater  
208 Treatment Plant on the North side. The engineering has been completed on the Meyer Pipe  
209 Bursting, so \$73,000 has already been expended on that project.

210

211 Kevin Padgett, Assistant Director of Public Works, explained that the current plant has over  
212 \$1million in damage after Hurricane Ike. It was very fortunate that staff was able to get the  
213 current plant up and running within a few days after Ike. People were able to come back into  
214 their homes because the plant was operating. If there was another event with a larger surge, the  
215 current plant would be able to be put back into operation. If there is a plant on the North side,  
216 portions of the City can be re-routed to that plant, if needed.

217

218 Brad Matlock, Principal at Cobb Fendley, stated that engineering for a new plant involves getting  
219 a new permit from TCEQ to discharge into Pine Gully. Because Pine Gully is a smaller body of  
220 water, there are more requirements from TCEQ, and permitting will take about two (2) years.  
221 After the initial permit, there will only be updates on the permitting, which will not take as long.  
222 There shouldn't be any issues with TCEQ granting a new permit. The City will adhere to the  
223 TCEQ guidelines, and the Port of Houston discharges there. Phase II would be building a  
224 package plant that looks like box cars on rails, to set up what is needed and run the line north.  
225 Phase III would be a full fledged concrete structure. Phase IV will look exactly like the current  
226 plan. Each phase will have its own engineering costs. The construction will take 12-18 months.  
227 With the timing of the issuance of the certificates of obligation, it will be September before the  
228 City can enter into a contract with Cobb Fendly, so the entire process will take approximately 2  
229 ½ years.

230

231 Ms. Cook reminded Council that there are other utility needs, if this new plant project is  
232 approved. First, the water supply contract with the City of Pasadena expires in 2028, and there is  
233 a model in place for a yearly increase in costs to Seabrook customers. Staff continues to  
234 negotiate with Pasadena to try to keep costs of purchasing water down. Second, there will be a  
235 cost of \$5million for relocation of water and sewer lines as needed because of the Highway 146  
236 expansion. Because the highway expansion is a State project, there will be some ability to defer  
237 those payments. Last, smart meters and SCADA are on the CIP list, with smart meters providing  
238 a green effect for water conservation, as customers will be able to monitor their own usage, and  
239 SCADA being a high need, as SCADA monitors flows throughout the system.

240

241 In summary, continuing with the current CIP plan (with upgrades to the current Wastewater  
242 Treatment Plant, Todville Sewer Line repair, and Meyer Pipe Bursting) will cost \$4.2million.  
243 Approving a new project, construction of a Wastewater Treatment Plant on the North side, will  
244 cost \$6.9 million.

245

246 John Robuck, Bond Counsel, explained that right now interest rates are lower than they've ever  
247 been on certificates of obligation.

248

249 Council asked staff to flush out the option for building a new plant and bring details back to  
250 Council before Council takes action.

251

## 252 **8. ROUTINE BUSINESS**

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

254

### 255 **8.1. Reports**

256 **Reports and announcements concerning items of community interest. No discussion or**  
257 **action will be taken by Council.**

258

#### 259 **Council Liaisons:**

260 **a. Bay Area Houston Convention & Visitors Bureau** – no report at this time.

261 **b. Bay Area Houston Economic Partnership** – no report at this time.

262 **c. Bay Area Transportation Partnership** – no report at this time.

263 **d. Clear Lake Emergency Medical Corps** – Councilmember Miller stated that CLEMC  
264 has been looking at a 3-4 acre property just before Highway 3, inside a retail center, which is  
265 selling for \$2.50 per square foot. It is getting harder and harder to get the current building  
266 serviced. CLEMC has money in the bank and they have done a good job with maintaining  
267 ambulances. Purchase of the property will probably not occur for about another year. CLEMC  
268 also has a project on the horizon to transport wheelchair patients with payment from a private  
269 entity.

270 **e. Economic Alliance, Port Region** – no report at this time.

271 **f. Galveston Bay Foundation** – no report at this time.

272 **g. Hotel Tax Liaison Committee** – no report at this time.

273 **h. Houston-Galveston Area Council** - no report at this time.

274

275

276

277

278

279 **8.2. Approve the Action Items Checklist which is attached and made a part of this**  
280 **Agenda.**

281  
282 TXDOT – Gayle Cook, City Manager, stated that there has been progress by TXDOT in  
283 sending out letters. The Economic Development Department has about a dozen meetings  
284 scheduled with property owners, and TXDOT has scheduled a meeting with staff for this Friday  
285 at the Houston District office.

286  
287 Strategic Plan – a new Strategic Plan will be presented to Council at the next meeting  
288 with action items that have been created by staff.

289  
290 Project updates – Staff attended an on-site construction meeting this morning for the  
291 Public Works Facility; Both Splash Pads are running smoothly.

292  
293 Motion was made by Councilmember Johnson and seconded by Councilmember Llorente

294  
295 To approve the Action Items Checklist

296  
297 MOTION CARRIED BY UNANIMOUS CONSENT

298  
299 **8.3. Establish future meeting dates and agenda items**

300  
301 Council will have special budget workshops on July 11, 12, and 13, then the regular meeting on  
302 July 19, with a 6:00pm special meeting on July 19 for CIP review.

303  
304 Upon motion duly made and seconded, Mayor Royal adjourned the meeting at 8:44 p.m.

305  
306 Approved this 6<sup>th</sup> day of September 2016.

307  
308  
309

310  
311 

312  
313  
314  
315 Robin Hicks, TRMC  
316 City Secretary

  
\_\_\_\_\_  
Glenn Royal  
Mayor

