



**SEABROOK CITY COUNCIL  
NOTICE OF REGULAR CITY COUNCIL MEETING  
TUESDAY, FEBRUARY 15, 2022 - 6:00 PM**

For city information visit [WWW.SEABROOKTX.GOV](http://WWW.SEABROOKTX.GOV)  
For SH 146 updates visit [www.sh146.com](http://www.sh146.com)

NOTICE IS HEREBY GIVEN THAT THE SEABROOK CITY COUNCIL WILL MEET ON **TUESDAY FEBRUARY 15, 2022 AT 6:00 PM** IN THE CITY HALL CITY COUNCIL CHAMBERS, 1700 1ST STREET, SEABROOK, TEXAS, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

**PLEDGE OF ALLEGIANCE**

**1. PRESENTATIONS**

1.1 Presentation of donation to the City of Seabrook Share Your Christmas in the amount of \$6,000.00 out of proceeds from the 2021 Celebration Seabrook Festival and Presentation of update on 2021 Share Your Christmas activities. *LeaAnn Petersen, Director of Community & Visitor Relations and Myra Perez, Chair of Share Your Christmas*

**ATTACHMENT(S):** [Share Your Christmas Summary](#)

1.2 Presentation of donation to the City of Seabrook Animal Shelter in the amount of \$1,000.00 out of proceeds from the 2021 Celebration Seabrook Festival. *LeaAnn Petersen, Director of Community & Visitor Relations and Dwayne Vanselous, Animal Control Supervisor*

1.3 Presentation of donation to the Bay Area Veterans Memorial in the amount of \$3,000.00 out of proceeds from the 2021 Celebration Seabrook Festival.  
*LeaAnn Petersen, Director of Community & Visitor Relations and Kevin Padgett, Director of Public Works*

## **2. PUBLIC COMMENTS AND ANNOUNCEMENTS**

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

**REGISTER ONLINE TO SPEAK IN PERSON DURING PUBLIC COMMENTS:** [www.seabrooktx.gov/speaker-registration](http://www.seabrooktx.gov/speaker-registration)

2.1 Mayor, City Council and/or members of the City staff may make announcements about City/Community events. *City Council*

**ATTACHMENT(S):** [Events Memo](#)

## **3. BID AWARD**

3.1 Consider and take all appropriate action on a Bid Award to Evergreen Solutions LLC for Proposal (RFP) #2022-02 for Classification and Compensation Study in the amount of \$29,500.00 for Base Bid and for Alternate Bid for Revision of Job Descriptions, and authorize the City Manager to negotiate, approve and sign a contract. *Gayle Cook, City Manager*

**ATTACHMENT(S):** [Agenda Briefing](#) [Request for Proposal](#) [Ratings Agreement](#)

## **4. CONSENT AGENDA**

4.1 Approve on second reading Ordinance 2022-05, "Amendment to Update Chapter 34, 'Fire Prevention and Protection'". *Kevin Rodgers, Fire Marshal and Assistant Director of Emergency Management*

**ATTACHMENT(S):** [Ordinance 2022-05](#)

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SEABROOK, BY UPDATING CHAPTER 34 "FIRE PREVENTION AND PROTECTION," ARTICLE III. "STANDARDS," DIVISION 2., BY REVISING PROVISIONS OF THE ADOPTED INTERNATIONAL "FIRE CODE AND LIFE SAFETY CODE OF 2015", ("CODE"), AS PROVIDED HEREIN; REVISING

DIVISION 3, SECTION 34-146, ET. SEQ. "OPEN BURNING", BY AMENDING PROVISIONS FOR THE RESTRICTION ON BURNING RUBBISH, DEBRIS OR TRASH; PROVIDING FOR DELETION OF REFERENCED SECTIONS FOR TRENCH BURNING PERMITS; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000 FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

**5. NEW BUSINESS**

5.1 Consider and take all appropriate action on Resolution 2022-05, "Appointment of the Planning and Zoning Commission as the Capital Improvements Advisory Committee". *Sean Landis, Deputy City Manager*

**ATTACHMENT(S):** [Agenda Briefing](#) [Resolution 2022-05](#)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, APPOINTING THE SEABROOK PLANNING AND ZONING COMMISSION AS THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE AS PERMITTED BY THE TEXAS LOCAL GOVERNMENT CODE, CHAPTER 395

5.2 Consider and take all appropriate action on Resolution 2022-06, "Establishing a Public Hearing Date of May 3, 2022 to Discuss and Review the Update of Land Use Assumptions and Capital Improvements Plan". *Sean Landis, Deputy City Manager*

**ATTACHMENT(S):** [Agenda Briefing](#) [Resolution 2022-06](#)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, TEXAS, ESTABLISHING THE DATE, TIME, AND PLACE FOR A PUBLIC HEARING ON THE AMENDMENT OF IMPACT FEES FOR SEABROOK AND ITS EXTRATERRITORIAL JURISDICTION; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

5.3 Consider and take all appropriate action on a professional services agreement between the City of Seabrook and Cobb Fendley for engineering services for CIP S13 Todville Asphalt Overlay, in the amount of \$56,300.00. *Brian Craig, City Engineer and Assistant Director of Public Works*

**ATTACHMENT(S):** [Agenda Briefing](#) [Agreement](#) [CIP Summary](#)

**5.4** Consider and take all appropriate action on a one-time carry over of board and commission appointment terms from March 1, 2022 to June 1, 2022 for Board of Adjustment members Michele Glaser, Edelmiro Muniz, and Tin Ngo, in order to allow time for interviews and appointments under Resolution 2022-01. *Robin Lenio, City Secretary*

**5.5** Consider and take all appropriate action on the appointment of four (4) members to the Open Space and Trails Committee with terms to expire January 1, 2025. Applicants interviewed on February 8, 2022 included Sally Antrobus, John Coggeshall, Monica Comeaux, Jesse Jones, Ann Wacker, Myrron Willie, and Shari Wynd. *City Council*

**ATTACHMENT(S):** [Antrobus application](#) [Coggeshall application](#)  
[Comeaux application](#) [Jones application](#) [Wacker application](#) [Willie application](#) [Wynd application](#)

**5.6** Consider and take all appropriate action on designation of the Council representative to participate in the Economic Alliance Advocacy trip to Washington D.C. April 26-29, 2022. This is an in person trip and is a budgeted item for one representative. *City Council*

## **6. OLD BUSINESS**

**6.1** Consider and take all appropriate action on first reading of Ordinance 2022-07, "Short-Term Rentals". *Sean Landis, Deputy City Manager*

**ATTACHMENT(S):** [Agenda Briefing](#) [Ordinance 2022-07 Requirements](#)

AN ORDINANCE AMENDING THE SEABROOK CITY CODE OF ORDINANCES, CHAPTER 18, "BUILDINGS AND BUILDING REGULATIONS", BY CREATING A NEW ARTICLE VIII, "REQUIREMENTS FOR OWNERS OF RESIDENTIAL PROPERTIES USED AS SHORT-TERM RENTALS"; ESTABLISHING REQUIREMENTS AND REGULATIONS FOR USE OF A RESIDENTIAL PROPERTY AS A SHORT-TERM RENTAL; DEFINING TERMS; PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000.00 PER OFFENSE FOR VIOLATION OF ANY PROVISION HEREOF BY INCLUSION INTO THE CODE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

**6.2** Discuss, consider and if necessary, take all appropriate action on findings regarding the use of existing overhead lights at Friendship Park after established

park hours. *Kevin Padgett, Director of Public Works*

**ATTACHMENT(S):** [Agenda Briefing](#) [Survey](#) [Fixtures](#) [Locations](#)  
[Estimate](#)

## **7. DISCUSSION**

**7.1** Discuss, consider, and if necessary, take all appropriate action to make a recommendation that the Planning and Zoning Commission discuss and consider possible zoning recommendations for the North Planning District and adjacent districts, in relation to the City's Comprehensive Master Plan. *Rob Hefner, Council At Large Position 2*

**7.2** Discuss, consider, and take all appropriate action on the appointment of two (2) Councilmembers to an Interview Panel for appointments to the Comprehensive Master Plan Review Commission. *City Council*

**7.3** Discuss, consider, and take all appropriate action on the appointment of two (2) Councilmembers to an Interview Panel for appointments to the Ethics Review Commission. *City Council*

## **8. ROUTINE BUSINESS**

**8.1** Receive an update on City Council Member attendance at meetings and events. *City Council*

**8.2** Update on the 2022 Seabrook General Election. *Robin Lenio, City Secretary*

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

**8.4** Establish future meeting dates and agenda items. *City Council*

**ATTACHMENT(S):** [Calendar](#)

## **9. CLOSED EXECUTIVE SESSION**

### **9.1 Section 551.071**

Conduct a Closed Executive Session to consult with attorneys to receive legal input and advice on legal issues regarding management of industrial districts, ETJ, municipal boundaries and enforcement of City Code as provided by Texas Government Code 551.071. *Gayle Cook, City Manager*

**10. OPEN SESSION**

*Council will reconvene in Open Session to allow for possible action on any of the agenda items listed above under "Closed Executive Session".*

**10.1** Consider and take all appropriate action on an Agreement for Special Counsel Engagement with Robert Brown of Brown & Hofmeister, L.L.P. *Gayle Cook, City Manager*

**ATTACHMENT(S):** [Engagement Letter](#)

THE CITY COUNCIL RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

I certify that this notice was posted on the bulletin board on or before Friday, February 11, 2022 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Alun Thomas  
Deputy City Secretary

