

CITIZEN'S UNIVERSITY



#seabrooklove #seabrooktx #iheartseabrook

a crash course on
your city government



“WORK HARD AT WORK WORTH DOING”

Teddy Roosevelt

#Seabrook
LOVE

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“WITH
PEOPLE
THAT YOU
LOVE...”

Leslie Knope



LESSON PLAN

- ✓ Mayor, Council, Boards & Commissions
- ✓ Public Works & Parks
- ✓ IT, HR, Finance & Customer Service
- ✓ Municipal Court
- ✓ Police & Animal Control
- ✓ Fire & Emergency Management
- ✓ Communication & Marketing
- ✓ Community & Economic Development



MAYOR & COUNCIL



Mayor, Glenn Royal

Pos. #1, Robert Llorente

Pos. #2, Mike Giangrosso

Pos. #3, Gary Johnson

Pos. #4, Melissa Botkin

Pos. #5, Glenna Advosio

Mayor Pro Tem, O.J. Miller

BOARDS & COMMISSIONS



- ✓ Planning & Zoning Commission
- ✓ Economic Development Corporation
- ✓ Open Space and Trails Committee
- ✓ Board of Adjust & Building & Standards Commissions
- ✓ Comprehensive Master Plan Review Commission
- ✓ Ethics Review & Charter Review Commissions
- ✓ Civil Service Commission
- ✓ Fair Housing Activity Statement Work Group





GET INVOLVED



Run for Council

Next Election – May 6

Open Positions

Deadline to File – Feb. 17

Qualifications

Term Limits

Apply for Boards

Application Process

Open Board Positions

Council Appointment

→ ATTEND MEETINGS!

QUESTIONS FOR COUNCIL



1. What made you run for Council?
2. How did you think you could help when deciding to run?
3. How much time does it take to be a Council member?
4. Are you glad you were elected?
5. Would you do it again?
6. What is one of your best memories as a Council member?
7. What would you say to new Council members?

IS IT WORTH IT?



GIVE US A SHOUT!



OFFICE OF THE CITY SECRETARY

City Secretary – Robin Hicks

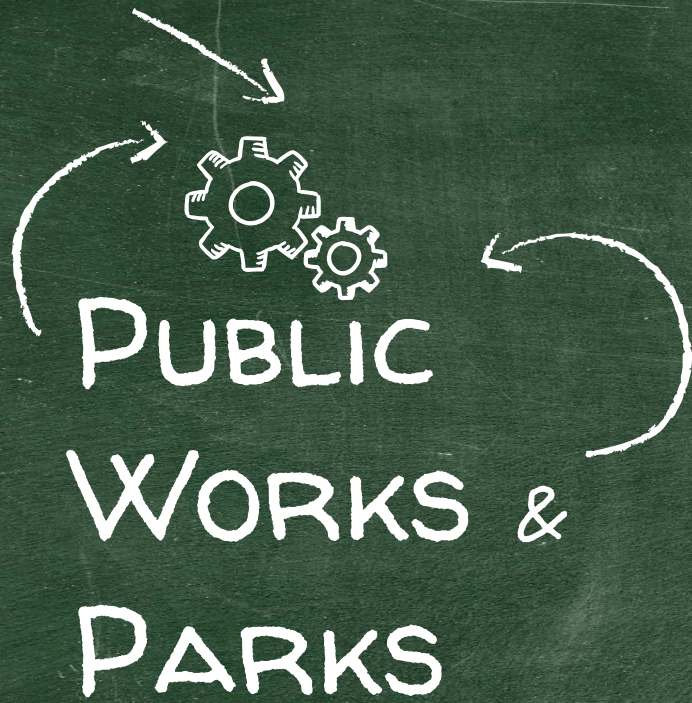
(281) 291.5663

rhicks@seabrooktx.gov

Assistant City Secretary – Meredith Brant

(281) 291.5736

mbrant@seabrooktx.gov



✓ Parks & Recreation

✓ Streets & Drainage

✓ Water

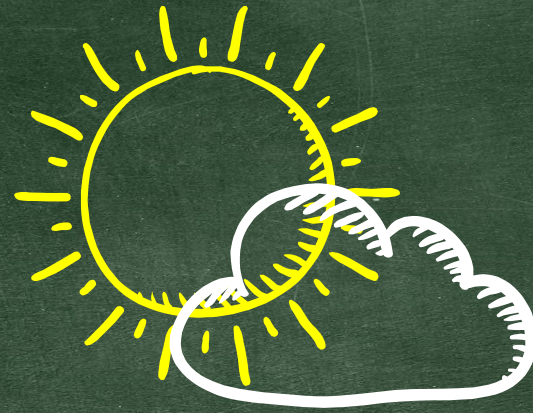
✓ Wastewater



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26 FULL-TIME EMPLOYEES

PARKS & RECREATION



- ✓ 19 Parks – 88 Acres
- ✓ 13.1 Miles of Hike & Bike Trails
- ✓ Disc Golf
- ✓ Skateboard Park
- ✓ Pine Gully & the Natural Playground
- ✓ Pelican Bay & Monroe Splash Pad
- ✓ Community House & Carothers Coastal Gardens
- ✓ Community Events
- ✓ Birding & Fishing



you can help... volunteer or donate



PLANT A TREE
SEABROOK
JANUARY 7TH

date subject to change



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WATER &
WASTEWATER



STREETS & DRAINAGE



SH 146 & NASA Parkway are
maintained by the State of Texas



Todville, Respsdorph & Red Bluff

CAPITAL IMPROVEMENTS



1. Public Works & Animal Control Facility
2. New Wastewater Treatment Plant
3. The Todville Road Bridge
4. Red Bluff Road Drainage Channel
5. Wildlife Park Drainage Expansion
6. Baybrook Section 1 – Streets
7. Miramar – Streets



GIVE US A SHOUT!

PUBLIC WORKS & PARKS

Assistant Director – Kevin Padgett

(281) 474.3286

kpadgett@seabrooktx.gov

Admin Assistant – Natalie Stephens

(281) 291.5725

nstephens@seabrooktx.gov





INFORMATION Technology



- ✔ Only 2 Full-Time Employees
- ✔ 120+ Computers, 25+ Servers, 35+ Mobile Phones/Devices
- ✔ Over 4 Miles of Fiber Cable
- ✔ 100+ Voice Over IP and Analog Phone Lines



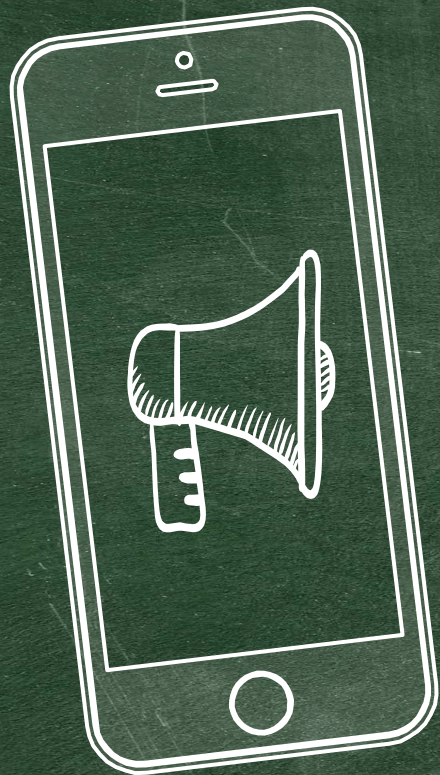


HUMAN RESOURCES

The Seabrook Human Resources Department is responsible for employee relations, staffing and classifications, compensation and benefits, organizational learning and development, job-specific training, risk management and safety, and health and wellness.

100 EMPLOYEES

IT & HR



GIVE US A SHOUT!

Information Technology

(281) 291.5738

IT@seabrooktx.gov

George & Brandon
(I have no idea how to spell or pronounce
their last names!)

Human Resources

(281) 291.5680

HR@seabrooktx.gov

Joyce Bice &
Vickie Walker



FINANCE & BUDGET



Fiscal Year

Oct. 1 – Sep. 30

Budget Process

March – Sept.

Audits

Feb & March

Funds

Operating

Debt Service

Special Revenue

Capital Projects

Component Units

Invoicing

> \$100 PO Required

>\$2500 CM Approval

Checks cut Wednesday

RFP & RFQ

> \$50k Required*

Document Prep

Notices & Publications

Ensure Compliance

THE FY 2016/17 OPERATING BUDGET IS



AWARD WINNING DEPARTMENT!



✓ Certificate of Achievement in Financial Reporting for 35 Consecutive Years

✓ Highest Level of TX Comptroller Leadership Circle Award Winner since 2010



Texas Comptroller
Leadership Circle



CUSTOMER SERVICE

Helping
Citizens

Sanitation
Billing

Over 3,800
Water &
Sewer
Accounts

Refunds

Manage
Trash
Pickup &
Recycling

Water
& Sewer
Billing

Process Late
Notices &
Cut Offs

Meter
Readings

Community
House

Park
Pavilions

Prepare
Bank
Deposits

Fees:
Dog Licenses,
Pool Passes,
Open Records,
Rentals, etc.

Answering
Phones



FINANCE & CUSTOMER SERVICE

Assistant Finance Director – Michael Gibbs

(281) 474.3286

mgibbs@seabrooktx.gov

Utility Billing & Customer
Service Manager – Myra Perez

(281) 291.5675

mperez@seabrooktx.gov

GIVE US A SHOUT!

MUNICIPAL COURT



- ✓ Court Administrator, Assistant Court Administrator, & 2 Deputy Clerks
- ✓ Presiding Judge Carolyn Webbon & 4 Associate Judges – Judge Gregg III, Judge Salinsky & Judge Clark
- ✓ Prosecutor Robert Richter & Court Bailiff Mayers
- ✓ 3,600 Cases – $\frac{1}{3}$ Handled Online, by Mail or in-Person
- ✓ Court is held every Monday
- ✓ Approximately \$500,000 in Collections each year



CELEBRATE MUNICIPAL COURTS WEEK NOV. 7-11

MUNICIPAL COURT

Court Administrator – Jessica Ancira

(281) 474.3286

jancira@seabrooktx.gov

Assistant Court Administrator – Karen LeMay

(281) 291.5674

klemay@seabrooktx.gov

GIVE US A SHOUT!



Operations

Patrol

Criminal Investigations (CID)

Commercial Vehicle Enforcement (CVE)



Support

Marine

ATV

Bicycle



Communication

Dispatch Police & Fire



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35 DEDICATED PUBLIC SERVANTS

Join Us

SEABROOKTX.GOV/JOBS

#Seabrook
LOVE

Seabrook, Texas • Seabrook, Texas • Seabrook, Texas



#WhyIWeartheBadge



HOW TO CONTACT THE PD



Police Station

1400 Cook St.
Seabrook, TX

Operates 24 hrs. per day
Operates 24 hr. Dispatch
Onsite Jail Facilities



Non-Emergencies
(281) 291.5610

EMERGENCIES 9-1-1



ANIMAL CONTROL



- ✔ Protects the health, safety and welfare of people and animals
- ✔ Investigates complaints: barking dogs, animal bites, animal abuse
- ✔ May issue citations for violations of city ordinances
- ✔ Pet adoptions
- ✔ Wild Animals in Seabrook: Alligators, Coyotes, Feral Hogs, Snakes

NEW ADOPTION CENTER TO OPEN SPRING 2017!

VOLUNTEER FIRE DEPARTMENT



1. Fire Suppression

Residential, Commercial & Marine

2. Technical Response

Motor Vehicle, Marine, Hazardous Environment

3. Medical First Response

Residential, Commercial & Marine



Over 60 Years of Service

VOLUNTEER

SEABROOKTX.GOV/FIRE

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LOVE

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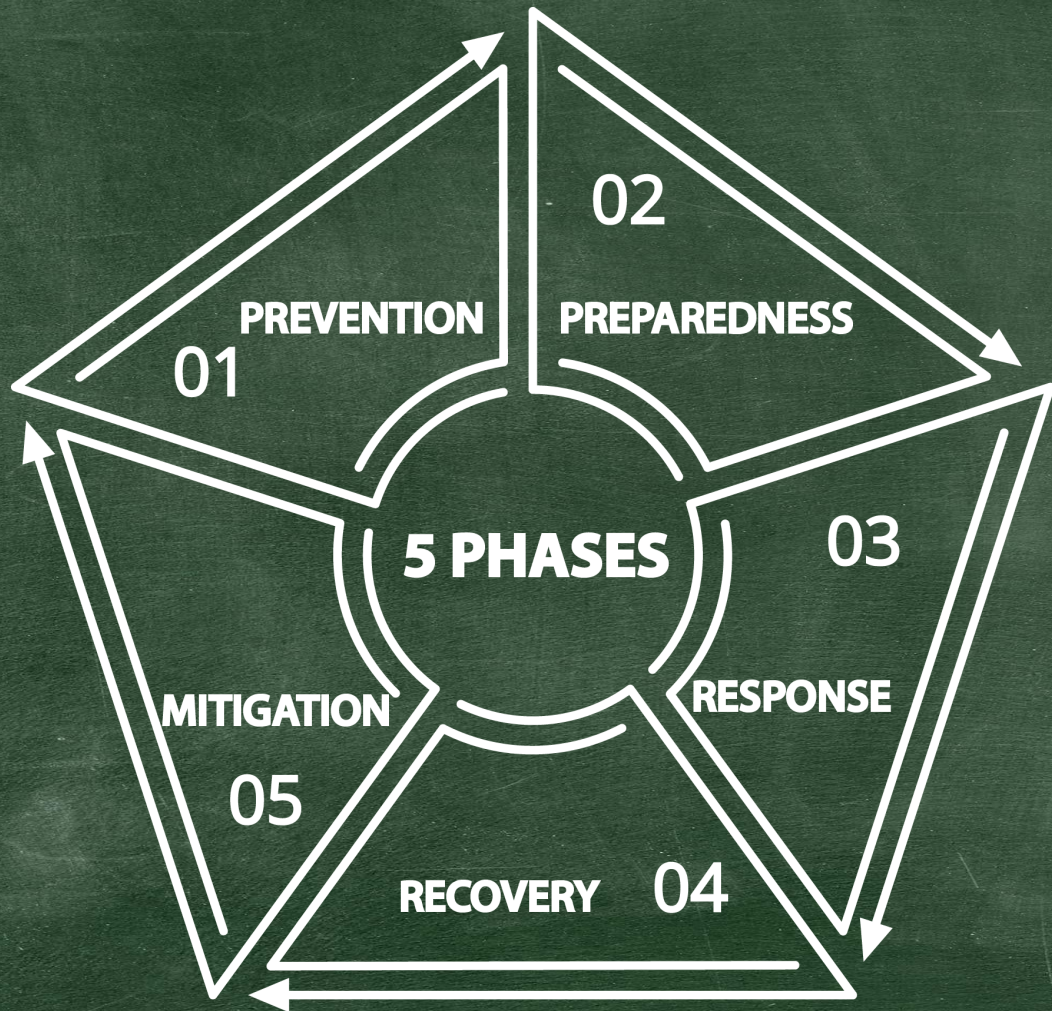




EMERGENCY MANAGEMENT

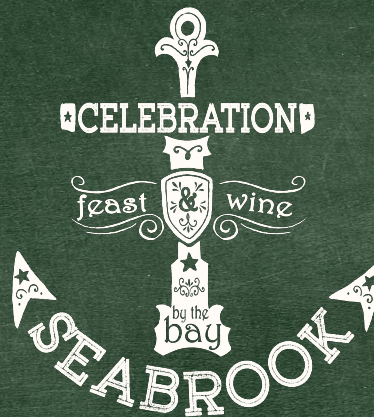


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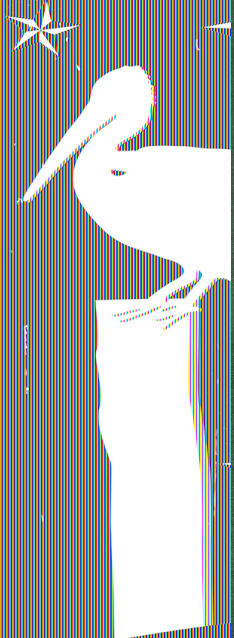


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SEABROOK

Waterford District





- ✓ Planning
- ✓ Building
- ✓ Permitting & Inspections
- ✓ Floodplain Administration
- ✓ Fire Marshal
- ✓ Code Enforcement

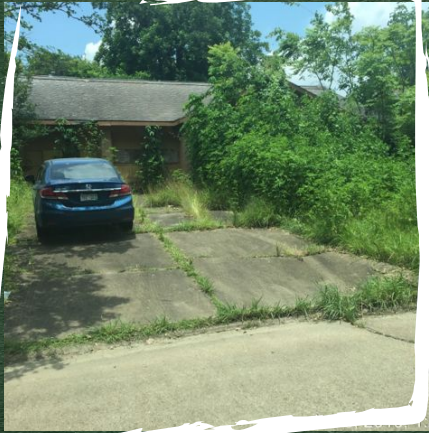
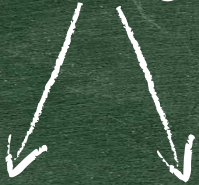


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COMMON CODE VIOLATIONS

high weeds & grass

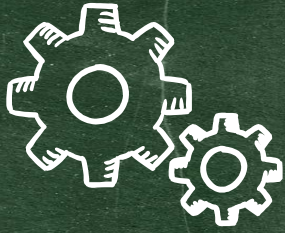


junk vehicles



substandard
structure





ECONOMIC DEVELOPMENT



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SH 146 Expansion

IT IS COMING

Incentives

Demolition Grant

Empowerment Zones

Sales Tax Rebates

Storefront Facade Improvements

Chapter 380 Agreements

My Business

Belongs in Seabrook!



This operation is a "WE" and never an "I" philosophy. "WE" work hard for our citizens every day. Without the hard working, compassionate and dedicated employees, this machine would not work for "YOU". It is an honor to lead this team, but most importantly stand beside them as they...get the job done.

~ OUR FEARLESS LEADER – GAYLE COOK



GIVE US A SHOUT!

City Hall

(281) 291.5600

contact@seabrooktx.gov



SEABROOK



CLASS DISMISSED

crash course on
your city government
COMPLETED



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