



Meeting Minutes City Council

City of Clear Lake Shores City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 281-334-2799 or write to 1006 South Shore Drive, Clear Lake Shores, Texas 77565, at least 48 hours in advance of the meeting.

Tuesday, February 18, 2020

6:30 p.m.

Clubhouse - 931 Cedar

Present: Mayor Kurt Otten, Councilwoman Amanda Fenwick, Councilwoman Christy Lyons, Councilwoman Angie Terrell, Councilman Mark Thompson, City Administrator Brent Spier, Building Official Kevin Harrell, Interim Police Chief Tracy Keele, City Secretary Christy Stroup

Absent: Councilwoman Jan Bailey - excused

1. CALL TO ORDER & DETERMINATION OF QUORUM:

Mayor Otten called meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA AND TO THE TEXAS FLAG.

Mayor Otten lead the Pledge of Allegiance to the Flag of the United States of America and the Texas Flag

3. PUBLIC HEARING:

Conducted for the purpose to determine the need to continue the City of Clear Lake Shores current ordinance for CURFEW (Chapter 50, Art. II, - CURFEW)

NO PUBLIC COMMENTS

4. REPORTS FROM COUNCIL:

Councilman Thompson: No report

Councilwoman Lyons: No report

Councilwoman Terrell: No report

Councilwoman Bailey: Excused Absence

Councilwoman Fenwick: March Primaries early voting going on now.

Mayor Otten: General Election will be May 2nd for 3 Councilmembers and ¼% Sales Tax for Road Maintenance; Mancakes was great this past weekend and thank you to Doug Whitmarsh and Joe Shulsky and all the volunteers involved; Judged the Yachty Gras and a great family experience; ITT Community Challenge still on-going and as of now Clear Lake Shores is 6th out of 77 cities participating; 5th grade students from Stewart Elementary will be conducting the City Council meeting on April 21st, 2020; Coffee with the Mayor will be March 7th from 9:00 – 11:00 a.m..

5. STAFF REPORTS:

Interim Chief Tracy Keele: Ticketwriters – City attorneys are preparing a letter to send to Superior to recover payments made with no usable product provided; Chief Keele will be participating in the 5K Mardi Gras run; New Tahoe for police department should be delivered in 2 weeks; the P.D. had boats in the water for Yachty Gras; Blessing of the Fleet is coming up in April; Eagles Lodge is hosting a fun run.

Building Official Kevin Harrell: Stats since last meeting; Target renovations are still on-going; received site plans for McDonalds; received 2 food truck permits.

Kemah Volunteer Fire Dept.: No report

Galveston County Health District Amy Weber: reported call volume; staff participated in a Human Trafficking class;

looking into a mutual agreement for ambulance service with Seabrook and Windsor Ambulance.

City Administrator Brent Spier: report attached

6. COMMITTEE REPORTS: Parks and Pool, Roads and Drainage, Zoning Board of Adjustments; Planning and Zoning and Waterfront Compliance

Roads and Drainage: Richard Sowrey stated they will have a meeting 02/17/20.

No other committees to report

7. CIVIC CLUB: No report

8. ECONOMIC DEVELOPMENT CORPORATION: Charles Scoville, EDC President: Reported that they approved 8 hoop bicycle racks; approved 15 aggregate trash cans; approved arborists to come in and do a study for waterfront tree replacement; engage with Parks and Pool committee to help with enhancements projects; will be discussing landscape project previously discussed for the Lee parking lot.

9. PUBLIC COMMENTS:

Lynda Michaelski – 126 East Shore Drive: construction at Okie's with no permits

Richard Sowrey – children seen on Clear Lake Road in dark clothing that were hard to see and cautioned residents driving on the streets to stay alert.

10. NEW BUSINESS:

CONSENT AGENDA:

- a. Check Register: 01/30/20 thru 02/12/20
- b. Council Meeting Minutes 02/04/20
- c. Council Meeting Minutes 02/10/20 (special)
- c. Waterfront Transfer B-049B: Chalfant to Peterson

Councilwoman Terrell made motion to approve Consent Agenda items a, b and first c
Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

Councilwoman Terrell made motion to discuss Consent Agenda item second c WF Transfer B-049B
Councilwoman Lyons second the motion

Councilwoman Terrell stated that the inspection provided by the Building Official shows that the waterfront is not ready for transfer due to no numbers on the bulkhead marking the beginning and ending of the bulkhead area. Her request is to allow 10 days for the leaseholder to get the numbers placed on the bulkhead.

Councilwoman Terrell amended her motion to approve Waterfront Transfer B-049B from Chalfant to Peterson with the compliance issue of waterfront number placement be completed within 10 days.
Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

11. COUNCIL BUSINESS - Discussion and possible action may be taken on the following items:

Mayor Otten moved to bring Executive Session to the beginning of the Council Business:

Councilwoman Lyons made motion to move Executive Session to the top of Council Business
Councilwoman Fenwick second the motion

MOTION APPROVED UNANIMOUS

- d. EXECUTIVE SESSION: Pursuant to Section 551.074 concerning Personnel Matters it authorizes certain deliberation about officers and employees of the governmental body to be held in executive session (1)to deliberate the appointment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Chief of Police.

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Recessed to Executive Session: 6:59 pm
Reconvened from Executive Session: 7:10 pm

- e. Action from: EXECUTIVE SESSION: Pursuant to Section 551.074 concerning Personnel Matters it authorizes certain deliberation about officers and employees of the governmental body to be held in executive session (1)to deliberate the appointment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Chief of Police.

Councilwoman Fenwick made motion to appoint Tracy Keele as Clear Lake Shores Chief of Police.

Councilwoman Terrell second the motion

MOTION APPROVED UNANIMOUS

- a. ORDINANCE 2020-02: An ordinance adopting curfew hours for minors in the City of Clear Lake Shores and making it a violation for (1) a minor to remain in any public place or on the premises of any establishment within the city during curfew hours; (2) a parent or guardian of a minor to knowingly permit, or by insufficient control, allow a minor to remain in any public place or on the premises of any establishment within the city during curfew hours, or (3) an owner, operator, or any employee of an establishment to knowingly allow a minor to remain upon the premises of the establishment during curfew hours; providing for defenses to the violation; providing for an enforcement provision: providing for a penalty to be fined for back offenses against the ordinance of not more than five hundred dollars (\$500.00) for back day or part of a day the violation exists; containing a severability clause; providing for publication by caption only and an effective date; providing for the repeal of all ordinances or parts of ordinances in conflict with this ordinance; and declaring an emergency.

Councilwoman Fenwick made motion to approve Ordinance 2020-02

Councilwoman Lyons second the motion

MOTION APPROVED UNANIMOUS

- b. Appointment of Jesse Young to the Planning and Zoning Commission to fill vacancy left by Rodney Johnson – term will expire June 2020.

Councilwoman Terrell made motion to approve Jesse Young to Planning and Zoning

Councilwoman Fenwick second the motion

MOTION APPROVED UNANIMOUS

- c. Approve the FY19-20 5 year Strategic Plan.

Councilwoman Fenwick made motion to approve Strategic Plan FY19-20

Councilwoman Terrell second the motion

MOTION APPROVED UNANIMOUS

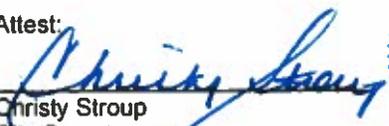
Councilwoman Fenwick thanked City Council, EDC and City Staff for their involvement in the Strategic Plan

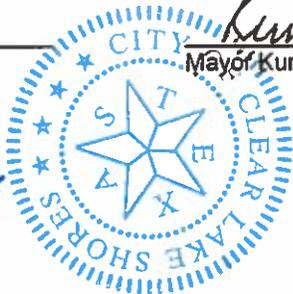
Councilwoman Terrell stated that she was proud of what was created out the plan

8. ADJOURNMENT:

Mayor Otten adjourned the meeting at 7:16 p.m.

Date Approved: 3-3-20 
Mayor Kurt Otten

Attest:

Christy Stroup
City Secretary



City Administrator Report

February 5 - 18, 2020

There may some overlap in this report with other reports.

PERSONNEL: During Executive Session I will make my recommendation regarding Police Chief.

ROADS/DRAINAGE: Meeting yesterday to discuss proposed changes to website and make up of committee. This will require changes to the ordinance and I will bring to council when appropriately developed. 2020 Street Projects are designed and C-F will present to committee.

POOLS/PARKS: Pool coping and flatwork completed. Additional deck markings were required after an inspection from Galveston County Health Department. Pool management company also forwarded a copy of the reports and they will label piping with water flow directionals as required. Currently working on design for Shell Bottom Park Rules with Adri. Cutting back Crepe Myrtles at Shell Bottom. Will look at trimming of oaks at Deep Hole to remove sucker limbs, improve wind/storm resistance and create canopy.

One of the fans at Jarboe sustained damage during a wind event. ***UPDATE: Installer was on site and reviewed the damage and manufacturer will likely want to drop the fans an additional foot before tethering. This is part of the 'turn key' solution we purchased and it will be at no additional cost***

Have had additional interest in creating a pickleball court at Jarboe Pavilion. I want to wait until the fans are lowered to access the feasibility of a court. May have volunteers that will paint the stripes. Net and poles will need to be stored on-site. Net is tennis court height.

DROR AVE: Cobb-Fendley has completed the metes and bounds and after review by HR Green and Galveston County adjustments were made. I'm awaiting their final review and approval and then we can move forward with Mr. Dror and an additional unnamed landowner. It may be presented to landowner(s) for dedication.

ECONOMIC DEVELOPMENT CORP (EDC): Clear Lake Road Parking Lot/Lee's Parking Lot, the lime stabilization is complete and material passed specs by the geo tech. Three mixing passes were used and millings were added on Monday, a holiday. Call into the C-F for any update and whether the contractor has additional work. It is anticipated to be open and usable for the Cajun Cookoff this weekend.

Received two quotes for landscaping at the parking lot 2094/CLR. I will provide then to EDC for review after the current issues with the project are resolved.

EDC has approved purchase of eight custom bike racks for placement around city and the purchase of concrete trash cans for placement in parks and around city.

PLANNING/ZONING: None.

PLAZA TEN 06: Dumpsters at city parking lot between Okies and Skippers have been fenced in (three sides) and we will eventually gate the front, considering options now. Crepe Myrtle trees have been cut back on city lot adjacent to Okies.

CITY HALL: We will have a MD Anderson blood drive for Friday, June 5th, 2020 in the Clear Lake Shores Parking lot. February 22, Cajun Cookoff (7a start – 4:15p Awards), 5k run (8a) and 11a Cart parade at

Jarboe. City Offices will be closed February 17 for President's Day. Coffee with the Mayor will be March 7, 2020 at 10am at Clubhouse.

Fire Marshal (FM) search is taking place. I have met with a qualified candidate and am awaiting some additional documents. I have also reached out to Chief Streckler as a resource. Chief was unable to make meeting tonight due to a prior scheduled benefit. He advised they are on-boarding six new members that have been approved by the ESB.

PUBLIC WORKS: We continue to replace power supplies for CLR lighting in Town Center area. These power supplies are becoming harder to find, in a year we have used 5 or 6.

Other Items:

Field work portion of FY19 audit has been completed and a report will be forthcoming in a couple months.

Making some changes to Memorandum of Understanding Regarding City-Owned Parking Lots and Use by Public to Access local Businesses and Activities. This will be reviewed by EDC and then be presented to CC for approval.

AGENDA ITEMS:

Ordinance 2020-02: Adopting a Curfew. Recommend approval, this needs to be approved every three years. Nothing other than dates have changed on this ordinance from previous.

Recommend appointment of Jesse Young to fill remaining term vacated by Rodney Johnson on Planning and Zoning to expire June 2020.

Executive Session:

To be handled at a later date:

Review and Discussion of Police Department General Orders and Policy Manual. These will be updated to reflect the new chief, when selected, and presented to council for review.