



Meeting Minutes City Council

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Tuesday, March 3, 2020

6:30p.m.

Clubhouse- 931 Cedar

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

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. REPORTS FROM COUNCIL:

Councilman Thompson: Cajun Cook-off had a great turn out and thanked everyone for coming out and supporting the cook-off and the Civic Club

Councilwoman Lyons: Thanked Mark and Civic Club for the cook-off and the 5k fun run

Councilwoman Terrell: EDC and City Council met on 03/02/20 and had a great meeting reviewing the strategic plan and review of EDC action items.

Councilwoman Bailey: Second what other councilmembers stated

Councilwoman Fenwick: No report.

Mayor Otten: Stated that the workshop the night before was a good turnout and very productive; Council kids to be in attendance at the council meeting on March 17th; Stewart Elementary 5th graders will be conducting the Council meeting at the April 21st Council meeting; Coffee with the Mayor is on March 7th.

4. STAFF REPORTS:

Chief Tracy Keele: Stats for the month of February; introduce new officer Jordan Reyes; reviewed the annual Racial Profile Report in detail.

Building Official Kevin Harrell: Stats since last meeting; Corp. of Engineer approved a permit for Aspen's to build a patio over the water.

Kemah Volunteer Fire Dept: No report

Galveston County Health District Amy Weber: No report.

City Administrator Brent Spier: report attached

5. PUBLIC COMMENTS:

Ed Waters – 923 Dogwood: Spoke concerning waterfront transfer on agenda is next to his waterfront and there is a discrepancy of 1 ft. between the surveys.

6. NEW BUSINESS:

CONSENT AGENDA:

- a. Check Register: 02/13/20 thru 02/26/20
- b. Council Meeting Minutes 02/18/20
- c. Waterfront Transfer D-103: Scrivens to McShan

Councilwoman Fenwick made motion to approve Consent Agenda items a
Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

Councilwoman Fenwick made motion to approve Consent Agenda item b with mentioned corrections
Councilwoman Lyons second the motion

Committee reports – state if committee has a report
Fix the spacing on item 8
Time adjourned has an extra number

MOTION PASSED UNANIMOUS

Councilwoman Fenwick made motion to discuss item c
Councilwoman Bailey second the motion

Discussed surveys being conducted on the island of certain waterfronts and the differences that surveyors may have when conducting their surveys.

Councilwoman Fenwick wanted clarification from Mr. Waters concerning his waterfront issue of one foot. Mr. Waters and Mr. McShan have discussed the issue with the differences in the surveys.

Mayor Otten mentioned that the city has a Waterfront Review Board that was created to rectify situations that occur between leaseholders not between the City and lessee. The one foot survey difference would go the W.R.B. and they would make a ruling based on the information provided by both leaseholders. Mayor stated to Mr. Waters that he could make a formal complaint with the city and the W.R.B. would meet and make a ruling.

John Robin – 311 Blue Point: 2 separate surveys from 2 different companies have different starting points

Patrick Michaelski – 126 E. Shore: WCID water lines were working on water lines it is possible that they pulled some pins. If a leaseholder has a survey done on their waterfront it may be good practice for Kevin Harrell to review with survey.

Councilwoman Fenwick made motion to approve transfer and have the W.R.B. look at the discrepancy
Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

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

- a. Approve splitting waterfront lease F-149B leased by Jeff and Angie Terrell: consideration to be F-149B1 as 16 feet and F-149B2 as 30 feet.

Councilwoman Terrell recused herself from discussion and motion on item a

Councilwoman Bailey made motion to approve item a as presented
Councilwoman Fenwick second the motion

MOTION APPROVED UNANIMOUS

- b. Approve waterfront transfer of lease F-149B2: Jeff and Angie Terrell to Rebecca Oliver

Councilwoman Terrell recused herself from discussion and motion on item b.

cont'd 03/03/20 minutes

Councilwoman Fenwick made motion to approve item b as presented
Councilwoman Lyons second the motion

MOTION APPROVED UNANIMOUS

c. Review and approve Parking Lot Usage Memorandum of Agreement.

Councilwoman Bailey made motion to approve item c after attorney review
Councilwoman Terrell second the motion

Councilwoman Fenwick asked if the businesses have been approached with this agreement?

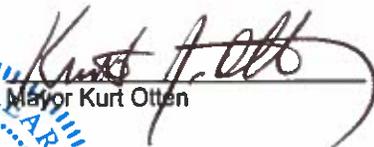
Brent Spier stated no but he feels that they will agree with it and this will give all the businesses an equal playing field.

MOTION APPROVED UNANIMOUS

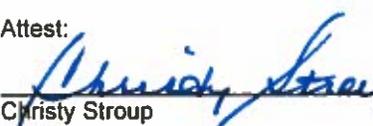
8. ADJOURNMENT:

Mayor Otten adjourned the meeting at 7:14 p.m.

Date Approved: 3-17-20


Mayor Kurt Otten

Attest:


Christy Stroup
City Secretary



City Administrator Report

February 19 – March 3, 2020

There may be some overlap in this report with other reports.

PERSONNEL: Jordan Reyes, was sworn in yesterday as a new officer. Welcome Jordan! TK will have specifics.

ROADS/DRAINAGE: Excel Paving was expected to complete the punch list regarding the 2017 Multiple Roads project this week, however weather may impact that.

POOLS/PARKS: Next committee meeting next week. Items of note will be trash cans and bike racks already approved by EDC. Will receive input on locations and implementation. It has been suggested that one rack be in vicinity of CLR/Ivy for use by students who ride the bus. Still questions regarding a pickleball court – see comments below.

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. Received update today that they need additional information and I will supply what I have regarding it.

ECONOMIC DEVELOPMENT CORP (EDC): Joint Workshop with City Council was last night and very beneficial – thank you to all who attended.

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. This is on-going and I plan to include the Parks and Pool Committee with an update next week.

PLANNING/ZONING: None.

PLAZA TEN 06: Dumpsters at city parking lot between Okies and Skippers have been fenced in (three sides) and chain link fence has been installed with appropriate screening.

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. Met with League City Fire Marshal Tommy Cones last week and am working on a possible agreement now. This is something he and his staff have done with other municipalities. They would not be employees, but would have identification and a provided shirt by CLS

identifying them as CLS Fire Marshal, and they would be 1099'd as contractors. Attorney has reviewed agreement and made changes as of this afternoon.

PUBLIC WORKS: Received power supplies for lighting on CLR. Bulbs being sourced for marquee at clubhouse.

Other Items:

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

Memorandum of Agreement regarding City Owned Parking Lots in the Town Center is at attorney for review.

AGENDA ITEMS:

Parking Lot Usage Memorandum of Agreement (copy attached to this report).

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 appointment of Chief Keele. He is working on this currently and it will be presented to council for review/oversight. Specific questions can be answered by Chief.