



Meeting Minutes City Council

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Tuesday, May 18, 2021

6:30 p.m.

931 Cedar, CLS, TX 77565

Present: Mayor Kurt Otten, Councilman Steve Wirtes, Councilman Rick Fisher, Councilwoman Monica Ledet, Councilman Alex Scanlon, Councilman Randy Chronister, City Administrator Brent Spier, Police Chief Tracy Keele, Building Official Kevin Harrell, 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 Steve Wirtes: Expressed concerns for excessive speeding on Birch Road and requested Chief Keele address the situation and offer some assistance in resolving the problem.

Councilman Rick Fisher: Parks and Pool Committee met Monday – report will be covered by Chris Richardson; agreed with the excessive speeding on Birch.

Councilwoman Monica Ledet: Attended the Galv. Cty Transit District meeting – stated that they mostly addressed the Texas City area; Electric Vehicle stations are becoming an important issue

Councilman Alex Scanlon: No report

Councilman Randy Chronister: No report

Mayor Kurt Otten: Thanked everyone for coming out to the Shrimp Boil this past Saturday and also for the volunteers for their help; Ribbon Cutting this Thursday for the Lazy Bend bridge.

6. STAFF REPORTS:

Chief Tracy Keele: Galveston County has turned over the bridges only through Lazy Bend to the CLSPD and that area will be patrolled quite frequently; Ginitic system is in place and currently uploading everything.

Building Official Kevin Harrell: See report attached (attachment a)

CLS/Kemah Volunteer Fire Dept. Chief Suniga: Stats for April – average response time is 6 minutes; the fire department has received \$37,000 in grant money and will use it to upgrade multiple units; ISO Audit is coming up. Mayor Otten asked if the audit could be addressed with CA Brent Spier and Building Official Kevin Harrell.

Galveston County Health District Amy Weber: Stats for month of April – 6 calls in Clear Lake Shores; Avg. Response time is 5 min 48 sec.

Mayor Otten thanked the Fire Department and the Health District in conjunction with National Police Week

City Administrator Brent Spier: See report attached (attachment (b))

7. COMMITTEE REPORTS:

Parks and Pool, Roads and Drainage, Zoning Board of Adjustments, Planning and Zoning and Waterfront Compliance.

Parks and Pool: Chris Richardson reported about the Ice Cream Social and thanked City Staff and the volunteers; commented on the speeding on Birch Rd.; due to the rain they could not meet at the pool and discuss foliage that may need to be replaced.

Roads and Drainage: report attached (attachment c)

Zoning Board of Adjustments: Patrick Michaelski was present – no report

Planning and Zoning: Patrick Michaelski was present – no report

Waterfront Compliance Committee: no report

8. **CIVIC CLUB ACTIVITIES/REPORT:** Teresa Otten report that the Island Wide Garage Sale gained a profit of \$850 for the Civic Club; Steak and Sinatra Night is June 19th; Fourth of July festivities is on July 3rd.

9. **ECONOMIC DEVELOPMENT CORP.:** **Jonny Boultinghouse, President** was not able to attend. Brent Spier reported that they are still working on the Parking Lot Agreement with Galveston Bay Brewing.

10. **PUBLIC COMMENTS:**

No comments

11. **OLD BUSINESS:** Discussion and possible action may be taken on the following items:

- a. **Appointment of Mayor Pro Tem.** Per attorney review of last meeting and the circumstances surrounding the appointment of the Mayor Pro Tem, the position needed to be resubmitted to City Council.

Councilman Rick Fisher made motion to appoint Randy Chronister as Mayor Pro Tem
Councilman Alex Scanlon second the motion

MOTION PASSED UNANIMOUS

- b. **Appointment of Representative and an Alternate to the Houston-Galveston Area Council 2021 General Assembly.** (spoke with member of H-GAC and we are required to appoint representatives by CC approval via Resolution)

Councilwoman Monica Ledet made motion to appoint Alex Scanlon as City Representative and Councilwoman Monica Ledet as alternate.
Councilman Rick Fisher second the motion

MOTION PASSED UNANIMOUS

- c. **Traffic Study for FM 2094 to change speed limit 40 MPH to 35 MPH starting at Lazy Lane entrance (next to new buildings @ Stewart Elem.) to Lawrence Road.** (This item was originally brought to CC 10/07/20 and approved to approach TxDot for a temporary speed reduction on FM 2094 while bridge through Lazy Bend was under construction)

Councilwoman Monica Ledet made motion to change speed limit as stated
Councilman Steve Wirtes second the motion

MOTION FAILED – 5 Nay

CONSENT AGENDA:

- a. Check Register: 04/29/21 thru 05/12/21
b. CC Meeting Minutes 05/04/2021 (regular)
c. WF Transfer C-072: Scoville to Scroggins

CONSENT AGENDA PASSED

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

- a. **Review and approve Proposed Interlocal Agreement – 2021-05-11 regarding Galveston County Health District.**

Councilman Rick Fisher made motion to approve agreement as stated
Councilman Randy Chronister second the motion

After discussion **Councilman Rick Fisher** amended motion to table until next council meeting to have time to gather more information

Councilman Randy Chronister second the motion

MOTION PASSED UNANIMOUS

- b. **Approval to split Waterfront Lease C-82 into two parcels to be identified as Waterfront C-82A and C-82B and determine minimum bid to recover associated costs of preparation for auction.**

Councilman Randy Chronister made motion to split Waterfront C-082
Councilwoman Monica Ledet second the motion

After discussion the split was to be as presented and the leaseholder will incur the costs of repair and have 90 days to repair and bring into compliance after auction is finalized. Also, the minimum bid will consist of any costs that the City has incurred since the lease was revoked.

Councilman Randy Chronister amended his motion to split the waterfront as presented and allow 90 days for repair and minimum bid set to recover costs associated with the auction of the lease.

Councilwoman Monica Ledet second the motion

MOTION PASSED UNANIMOUS

- c. **Appoint 2 Councilmembers to Plaza Ten 06 Corporation to replace Jan Bailey and Christy Lyons.**

Councilman Steve Wirtes made motion to appoint himself and Councilwoman Monica Ledet to PZ10

Councilwoman Monica Ledet second the motion

MOTION PASSED UNANIMOUS

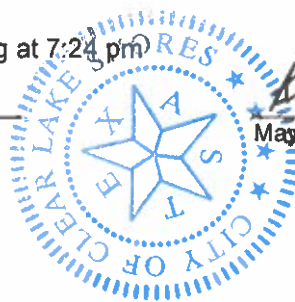
12. ADJOURNMENT:

Mayor Otten adjourned the meeting at 7:24 pm

Date Approved: 4/1/21

Attest:

Christy Stroup
Christy Stroup
City Secretary



Kurt J. Otten
Mayor Kurt Otten



CITY OF CLEAR LAKE SHORES

1006 South Shore Drive
Clear Lake Shores, Texas 77565
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Building Official Report May 5th, 2021 - May 18th, 2021

Building Department:

Eighteen new permits were issued since our last meeting. All of the permits are minor construction.

Current Residential Construction: I currently have six new homes being constructed in various states of construction. 819 Cedar, 622 Pine, 727 Pine, 518 Pine, 1220 Ivy, 923 Dogwood St.

Unsafe Structure at 419 Oak Rd.: The demolition has been slow going. The homeowner has been slow to provide me progress reports. The permit that was issued was for the removal of the 2nd floor, 3rd floor, and the debris to be hauled off. The report says that they are working 6 days a week, but my pictures and site visits show very little work going on. The 3rd floor of the main house is down. The most of 2nd floor of the main house is down. The outbuilding remains untouched. I have witnessed some debris removed, but the bulk of the debris remains. A rollout was delivered and has been filled three times and replaced. 60 days has passed. No plan with a timeline has been submitted and No structural engineer has been hired or inspected the structure to date.

New Commercial Construction:

Galveston Bay Brewing Company: I received the construction drawings last week. Drawings. I and the Fire marshal are currently reviewing the construction drawings.

Code Enforcement & Waterfront Leases:

I have nine code enforcement cases. All nine cases are junked vehicles on Tindel St.

City Administrator Report

May 5 -18, 2021



Executive Order: GA-36 relates to the prohibition of governmental entities and officials from mandating face coverings or restricting activities in response to the COVID-19 disaster. Signed this afternoon and filed 12:15p.

COURT PROCESS: Municipal Court will be virtual tomorrow.

PARKS: TPWD engineered design plans are expected to move forward this week. This is a 100% reimbursable expense. Met with Shelmark Engineering on-site and they are working on design currently. This design will be reviewed prior to presentation.

Sunset/Lowell Brown Fishing Pier – RFP has been advertised and questions are being answered. On-site meeting with prospective vendors was May 7. Total of four. Expect to receive bid/proposals late this month prior to Memorial Day weekend.

Pool Plastering continues. Pool is currently being conditioned with water chemistry and brushing. Pumps fixed, gasket replaced on valve, no firm open date but will announce as soon as possible. Anticipated open date is this Saturday, May 22.

Kayak Dock is complete. Metal sign installed to replace original wood design.

DANIEL DROR AVE: Centerpoint pole relocation approval has been communicated to Centerpoint electric distribution. Anticipated relocation in the next 120 days. TXDoT is still reviewing signalization plan, although we do not expect this to be an issue as the challenges they have identified are already being attended to in the project.. BIRCH ROAD BRIDGE: Is complete and open for traffic. Ribbon cutting May 20 at 1pm. We will memorialize and post pictures through city channels.

ECONOMIC DEVELOPMENT CORP (EDC): East lot was surveyed in preparation for licensing agreement with GBBC. This will require an amendment to the current purchase agreement. Pedestrian bridge along CLR over Jarboe is being looked at for feasibility, evaluation of future replacement and maintenance will be looked into as a recurring future cost.

EDC East parking lot. Awaiting meter install by Centerpoint, for final inspection and run through.

SH146: Meeting May 6 @9:00AM, standard progress meeting. Will advise any new details, we will continue to push out related updates and materials through our social media platforms as necessary.

PLAZA TEN 06: West parking is now lit and functional.

CITY HALL: When weather is cooperative, will power wash and paint city hall roof. Surface preparation and painting temperature seem to be critical for longevity. It is direct to metal (DTM) paint in white. Kevin in contact with vendor. ***This is back on vendor work schedule***

PUBLIC WORKS:

EMS SERVICE through GCHD: Financial meeting took place as a snapshot of current financials. Overrun on overtime due to some staffing issues, and underrun on receivables from insurance.

OTHER ITEMS:

Medjools trimming and dead trees and oleanders to be removed. You will note some marking tape on suspect or dead 'trees' in the coming days. Then we will get a quote for removal. Two trees in right of way will be removed from under power lines. They have been trimmed back and in addition to looking awful, they re rotted and a safety concern.

Pre-application with the GLO regarding funds for Coastal Management Plan 306A for public water access has been completed. This project would allow for a pedestrian bridge along CLR linking the sidewalk at the corner of CLR/Birch to the corner or CLR and Aspen Rd with a single span uncoated steel bridge span. If successful a full plan will be requested to be submitted at a later date. Construction will be in 2024. 60% grant/40% city project.

Cyber security training needs to be completed prior to June 1, 2021. A reminder email has been sent. Please check spam and junk mail folders if you cannot locate in your 'in box.'

AGENDA ITEMS: 10. B. Approval to split waterfront lease C-82 into two parcels identified as C-82A and C82-B, and determine minimum bid to recover costs of preparation for auction. By ordinance leases are not allowed over 40'. Splitting this this 52.5' lease to include the boat slip and bulkhead for slip on one parcel and the remainder on the other will yield a 33.x' +/- lease and 19.x' +/- lease by best estimate. This will be confirmed by survey. Recommend approval to move forward to recovery actual costs and set a deadline for repairs to be completed at new leasee expense.

Roads and Drainage Report to City Council - 5/18/2021

This report covers the Roads and Drainage status since the April 20th council meeting.

Meeting Minutes for April 19, 2021 (by T Haaland)

R&D met to review and approve suggested changes from our meeting 4/15, 2021.

We went through the draft by Alex Scanlon, going further in detail for most points discussed 4/15, 2021. To highlight just a few of the extensive list of topics:

- How to manage drainage from adjacent properties to ensure any drainage plan is compatible with surrounding areas.
- To require any drainage plan be approved by a 3rd party engineering company as approved by the city.
- In general, require a topographic survey for any replat or planned construction.

We would like to appreciate the input from Kevin Harrell and the extensive contribution by Alex Scanlon. Alex Scanlon agreed to propose revised wording to be agreed at our next meeting 4/28, 2021.

The next steps are to present the revised ordinance to the city administrator, attorney and then city council for approval.

4/18, 2021 Richard Sowrey and Tanya Rogers met with CLCWA to visit Exploration Green.

Meeting Minutes for April 28, 2021 (By T Haaland)

R&D met to review and approve suggested changes to drainage ordinance from our meeting 4/19, 2021.

We had some discussion about possibly restricting/issue guidelines for the use of pavers of varying permeability and decided against making any changes or guidelines to current wording in the ordinance about pavers.

The revised draft by Alex Scanlon was unanimously agreed, and the recommendation from R&D has been forwarded to the City Administrator for further action by city attorney and then city council for approval.

Additional Comments

This year, we will focus on basic road maintenance and drainage improvement.
Next year, we plan to resurface Blue Point and Narcissus prior to hurricane season.

The suggested changes to the drainage ordinance is being reviewed by legal and should be available to present to Council in June.

We received a copy of the Pavement Management Group (PMG) program Pavement Management Program last week and intend to review it in more detail.

The report includes added functionality to add comments on drainage.
Formal acceptance of the program is expected by the end of May.

Our next meetings will focus on:

- Integrating the PMG program into our maintenance strategy.
- Identifying contractors to maintain our ditches.
- Finalizing the Master Drainage Plan and Road Maintenance Specifications.