



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, May 21, 2019

7:00 p.m.

Clubhouse - 931 Cedar

Present: Mayor Michael McNamara, Mayor Pro-Tem Amanda Fenwick, Councilwoman Christy Lyons, Councilwoman Jan Bailey (late arrival - 7:20pm), Councilman Kurt Otten, Councilwoman Angie Terrell, City Administrator Brent Spier, Asst. Chief David Donaldson, City Secretary Christy Stroup, Fire Chief Brent Hahn

Absent: Councilwoman Christy Lyons, Police Chief K.Cook, Building Official Kevin Harrell

1. CALL TO ORDER & DETERMINATION OF QUORUM:

Mayor McNamara called meeting to order at 7:00 p.m.

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

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

3. PRESENTATION: Proclamation declaring May 21, 2019 as Erika Greer Day in the City of Clear Lake Shores for her achievement as the 2018-2019 Teacher of the Year for Lavace Stewart Elementary of the Clear Creek Independent School District.

Mayor Pro Tem Amanda Fenwick read and awarded a Proclamation to Erika Green for Teacher of the Year

4. REPORTS FROM COUNCIL:

Councilman Otten – June 5, 2019 is Hurricane Preparedness meeting; Memorial Day weekend is for remembering those who served and fallen; the tags have been ordered for the Memorial Bench in Sundial Park; June 29th is Freedom Weekend in Clear Lake Shores – golf cart parade, hot dogs, games, etc.

Councilwoman Lyons – absent

Councilwoman Terrell – Island clean-up has been postponed

Councilwoman Bailey – Late arrival

Mayor Pro-Tem Fenwick – Stewart Elementary named one of the top 88 Schools of Character in the nation; Kelly Boultinghouse named Teacher of the Year for League City Intermediate and finalist for 2018-2019 Clear Creek Independent School District Secondary Teacher of the Year; Thank you to Mayor Mike McNamara for his term and service as Mayor.

Mayor McNamara – Hurricane Preparedness meeting June 5, 2019 and ready.gov is a good source of information for hurricane preparedness; Sales Tax is down 15% from last year but is at 10% over what was budgeted for this year; praised City Staff for their efforts and helping him and the residents with all the requests and needs; the new Mayor will have challenges ahead and the city needs volunteers to make Clear Lake Shores what it is and what it has been.

5. STAFF REPORTS:

City Administrator Brent Spier: Thanked Mike Pons for the lighting correcting at the pavilion; regular

cont'd 05/21/19 minutes
report attached

Asst. Chief Donaldson: Ticket writers are getting closer to being installed and used; Discussed issues at the boat ramp for parking violations and requesting assistance or suggestions on rectifying the situation.

Building Official Kevin Harrell: absent

Fire Chief Brent Hahn: Presented stats for the previous month; Went over the barge leak incident in detail

6. COMMITTEE REPORTS:

Roads and Drainage: Richard Sowrey reported last check was issued this week to close out the project; will be meeting with Cobb Fendley and discussing the next road project

Waterfront Compliance: Kurt Otten stated that the walk about was still planned for the next few weeks.

Parks and Pool: Chris Richardson – thanked the ones involved for pool membership social; Suzanne Hubbard to pick up flowers and planted them with the help of Jorge and Odi; Pool contract being reviewed and placed on the agenda; requesting two book boxes.

Planning and Zoning: No report

Zoning Board of Adjustments: Patrick Michaelski reported that ZBOA met and approved variance for a lift.

Landscape and Beautification: No report

7. ECONOMIC DEVELOPMENT CORPORATION:

Ronnie Richards stated that project for parking lot was approved for bid of \$149,000 and was to be placed on council agenda for approval.

8. CIVIC CLUB:

Teresa Otten - Teresa Otten reported on garage sale but does not have final number collected; June 6th is the next Civic Club Pot Luck and new officers chosen and implemented; June 8th is the scheduled day for the kids Fishing Derby; Drag Races are this Sunday; June 29th is the scheduled Freedom Day for Clear Lake Shores with golf cart parade and games and food; will have t-shirts for sale for Jammin on Jarbo.

9. PUBLIC COMMENTS:

Patrick Michaelski stated that with the new FEMA elevation requirement that City Council would need to address the Planning and Zoning Commission on the height restrictions.

10. OLD BUSINESS:

- a. **Approval for Kemah Volunteer Fire Department application for emergency medical services provider license.**

Mayor Pro Tem Fenwick made motion to approve KVFD EMS provider license
Councilman Otten second the motion

MOTION APPROVED UNANIMOUS

11. NEW BUSINESS:

CONSENT AGENDA:

- a. **Check Register: 05/02 19 thru 05/15/19**
b. **Council Meeting Minutes 05/07/19**
c. **Council Meeting Minutes 05/15/19**

Mayor Pro Tem Fenwick made motion to approve item a and c
Councilwoman Bailey second the motion

MOTION PASSED UNANIMOUS

Mayor Pro Tem Fenwick stated that on item b the changes to be made were: "BAYHEP" does not have a "Y" and "Babbin" only has one "b" and made motion to approve with those changes

Councilman Otten second the motion

MOTION PASSED UNANIMOUS

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

a. Presentation of Silver Dollar to City Council

Mayor Michael McNamara presented the current councilmembers with their Silver Dollar and Certificate of Appreciation for their service on City Council

Mayor Pro Tem Fenwick presented *Mayor Michael McNamara* with a Silver Dollar and his Certificate of Appreciation for service as Mayor.

Item d moved to next item

d. Comments by Mayor-Elect Otten:

Councilman Otten recognized *Sandy McNamara* for standing by *Michael McNamara* during his mayoral term; Praised *Michael McNamara* for his service as Mayor and went over his accomplishments during his term; presented him with a glass plaque for his service.

b. Accept resignation from Councilman Kurt Otten from position of Councilman

Councilman Otten resigned from his position as Councilman due to his Mayor election

Councilwoman Bailey made motion to accept resignation

Councilwoman Terrell second the motion

MOTION PASSED UNANIMOUS

c. Judge Rickard, Precinct 1 Galveston County Judge, to administer Statement of Election and Oath of Office to newly elected Mayoral candidate.

Judge Rickard administered Oath and Statement of Election to Kurt Otten

e. Judge Rickard, Precinct 1 Galveston County Judge, to administer Statement of Election and Oath of Office to re-elected candidate.

Judge Rickard administered Oath and Statement of Office to Jan Bailey

f. Nomination and approval and Mayor Pro Tem.

Mayor Otten nominated *Councilman Angie Terrell* for position of Mayor Pro Tem

Councilwoman Fenwick made motion to approve as stated

Councilwoman Bailey second the motion

MOTION PASSED UNANIMOUS

g. Appointment of councilmember to fill vacancy left by Kurt Otten.

Mayor Otten nominated Mark Thompson to fill vacancy

Councilwoman Bailey made motion to appoint Mark Thompson to fill vacancy

Councilwoman Terrell second the motion

**MOTION PASSED – 2 yes: Councilwoman Bailey and Councilwoman Terrell
1 abstain: Councilwoman Fenwick**

h. Pool Management Contract Approval.

cont'd 05/21/19 minutes

Councilwoman Fenwick made motion to accept pool contract from Gulf Coast Aquatics
Councilwoman Bailey second the motion

MOTION PASSED UNANIMOUS

i. **Appoint representative to Emergency Services Board.**

Mayor Otten made recommendation for **Councilwoman Bailey** to be appointed to ESB

Councilwoman Terrell made motion to appoint **Councilwoman Bailey** to ESB
Councilwoman Bailey second the motion

MOTION PASSED - 2 yes: Councilwoman Bailey and Councilwoman Terrell
1 abstain: Councilwoman Fenwick

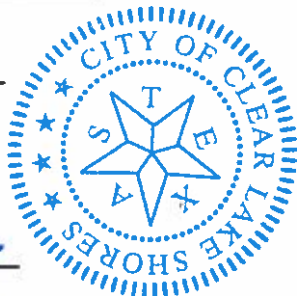
13. ADJOURNMENT:

Mayor Otten adjourned the meeting at 8:18 p.m.

Date Approved: 6/18/19



Mayor Kurt Otten



Attest:


Christy Stroup, City Secretary

City Administrator Report

May 8 – 21, 2019



Chief Cook is at Prairieview A&M all week attending the Texas Law Enforcement Leadership Command College through Friday, May 24.

Building Official, Kevin Harrell, is in Irving, TX attending the Building Professional Institute. He will return late Thursday night, and be in the office on Friday, May 24.

There may some overlap in this report with other reports.

ROADS/DRAINAGE:

POOLS/PARKS: A solution has been reached and items purchased by a resident for use during the Jammin' on Jarboe Concert Series. Thank you to Mike Pons and the others involved in finding a way.

Pool Committee requests approval for library boxes to be placed at the Pool and Deep Hole parks. This would be run with volunteers and donated books. They have requested some funding to help with construction/ installation of the boxes. I will work with them to identify costs more fully. The idea of books at the pool versus electronic devices, makes to me.

ECONOMIC DEVELOPMENT CORP (EDC): Awaiting the approval of a rental agreement with Aspen's regarding a section of the parking lot being leased to the City for additional improvements. This will come before council for approval. The bids have been opened and a recommendation has been made from Cobb-Fendley. We hope to have the lease ironed out and the contract available for council approval next meeting.

PLANNING/ZONING: None.

WATERFRONT COMPLIANCE: None.

PLAZA TEN 06: None.

CITY HALL: May 10, 2019 after 3PM there was collision in Galveston Bay Ship Channel with two fuel barges and a compressed gas tanker. One barge was damaged, and the result was a loss of product and gasoline-like chemical smell that was noticeable not only to CLS but a large portion of region even extending into Brazoria County. Clear Lake Shores was active in response gathering with Fire/EMS and Cities of Kemah and Seabrook. We met several times and participated in conference calls with unified command and released information as it became available to us. The outcome was that the incident was contained and recovery/salvage of the vessels took place a few days later. It was a reminder of the hazards that are literally outside our door. I encourage all residents to sign up for CLS Connect on our website or follow us on Facebook at "City of Clear Lake Shores, Texas".

June 5 at 6:30P Hurricane Awareness Meeting at the Clubhouse. NWS will be on hand along with Galveston County EMC and local responders.

In your packet you will find a letter from FEMA reminding us of the new FIRM changes slated to take effect August 15, 2019. We have identified changes to our current ordinances that will need to be approved. Changes to the ordinances have been identified and they will be presented for approval well

before the adoption date. This will also affect some development standards and the Building Official is working with current permit holders on this and advising builders of the upcoming changes.

PUBLIC WORKS: Wiring replaced between old and new lampposts. We have been raking trash from the water as high tides seem to help us in this regard.

Dumpsters were filled replaced and finally pulled following two weeks of service. The city incurred some additional fees for automotive tires that were placed in the dumpsters.

Other Items:

Debris Removal RFP has been re-published and possible bidders contacted. This is our second round for RFP. Based on follow-up questions I expect to have good response.

Pool Management RFP received one submission. From current vendor, Gulf Coast Aquatics, dates changed to accommodate the pool membership packet, no change in costs.

Election was canvassed on May 15th, 2019 at City Hall.

SH146 project lanes have been adjusted and traffic is impacted. Be careful when travelling SH146 with the new traffic pattern.

I've met with Chief Cook and he is in the process of modifying Police Policy Manual and making sure it is updated and reflects current policy. Previously this was approved by council, however there is no documentation to support it. This will be submitted for council review/approval.

Ron Cox Consulting to provide consulting services to the City to Clear Lake Shores to develop a five-year Strategic Plan involving the City Council and members of the EDC. As we are tax supported and the EDC is a partner in the growth of the City tax base, I felt it reasonable to include them as well in the visioning, planning and application of a strategic plan.

AGENDA ITEMS: Pool contract in packet, has no changes other than the dates, starting this weekend, price was held from last year with no increase. I would recommend your approval of the contract with Gulf Coast Aquatics. I anticipate meeting with the vendor and on-site employees regularly.



FEMA

MAY 13 2019

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

The Honorable Michael McNamara
Mayor, City of Clear Lake Shores
1006 South Shore Drive
Clear Lake Shores, Texas 77565

Dear Mayor McNamara:

I commend you for the efforts that have been put forth in implementing the floodplain management measures for the City of Clear Lake Shores, Texas, to participate in the National Flood Insurance Program (NFIP). As you implement these measures, I want to emphasize the following:

- a Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) have been completed for your community;
- the FIS and FIRM will become effective on August 15, 2019; and
- by the FIS and FIRM effective date, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office is required to approve the legally enforceable floodplain management measures your community adopts in accordance with Title 44 Code of Federal Regulations Section 60.3(e).

As noted in FEMA's letter dated February 15, 2019, no significant changes have been made to the flood hazard data on the Preliminary and/or revised Preliminary copies of the FIRM for Galveston County. Therefore, the City of Clear Lake Shores should use the Preliminary and/or revised Preliminary copies of the FIRM as the basis for adopting the required floodplain management measures. Final printed copies of the FIRM for the City of Clear Lake Shores will be sent to you within the next few months.

If you encounter difficulties in enacting the measures, I recommend you contact the Texas Water Development Board. You may contact Michael Segner, CFM, the NFIP State Coordinator, by telephone at (512) 463-3509, in writing at 1700 North Congress Avenue, Post Office Box 13231, Austin, Texas 78711-3231, or by electronic mail at michael.segner@twdb.texas.gov.

The FEMA Regional staff in Denton, Texas, is also available to provide technical assistance and guidance in the development of floodplain management measures. The adoption of compliant floodplain management measures will provide protection for the City of Clear Lake Shores and will ensure its participation in the NFIP. The Regional Office may be contacted by telephone at (940) 898-5127 or in writing. Please send your written inquiries to the Director, Mitigation Division, FEMA Region VI, at Federal Regional Center, 800 North Loop 288, Denton, Texas 76209-3698.

The Honorable Michael McNamara

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The NFIP State Coordinating Office for your State has verified that Texas communities may include language in their floodplain management measures that automatically adopt the most recently available flood elevation data provided by FEMA. Your community's floodplain management measures may already be sufficient if the measures include suitable automatic adoption language and are otherwise in accordance with the minimum requirements of the NFIP. The NFIP State Coordinator can assist you further in clarifying questions you may have about automatic adoption.

You may have already contacted the NFIP State Coordinator and/or the FEMA Regional Office, and may be in the final adoption process or recently adopted the appropriate measures. However, in the event your community has not adopted the appropriate measures, this letter is FEMA's official notification that you only have until August 15, 2019, to adopt and/or submit a floodplain management ordinance that meets or exceeds the minimum NFIP requirements, and request approval from the FEMA Regional Office by the effective date. Your community's adopted measures will be reviewed upon receipt and the FEMA Regional Office will notify you when the measures are approved.

I appreciate your cooperation to ensure that your community's floodplain management measures are approved by the FEMA Regional Office by August 15, 2019. Your compliance with these mandatory program requirements will enable your community to avoid suspension from the NFIP.

Sincerely,



Rachel Sears, Director
Floodplain Management Division
Mitigation Directorate | FEMA

cc: Tony Robinson, Regional Administrator, FEMA Region VI
Michael Segner, CFM, NFIP State Coordinator, Texas Water Development Board
Kevin Harrell, Building Official, City of Clear Lake Shores



Kurt Otten

623 W Shore Dr.,
Clear Lake Shores, TX 77565
(832) 584-0975

May 21, 2019

Honorable Mike McNamara
Mayor
City of Clear Lake Shores
1006 South Shore Dr.
Clear Lake Shores, TX 77565

Mike,

This letter is to formally notify you and the City Council of my resignation from my City Council position effective May 21, 2019. The reason for this is to allow me to be sworn in as the new Mayor of Clear Lake Shores.

It has been a pleasure serving on The City Council and working with you as Mayor. I am so proud of everything we have accomplished and look forward to doing even more.

V/r,

Kurt Otten
CLS Councilman