



Meeting Minutes City Council

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Tuesday, June 2, 2020

6:30 p.m.

Clubhouse - 931 Cedar

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

Absent: Kemah Volunteer Fire Dept. Chief Robert Steckler and Galveston County Health District Amy Weber

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. PRESENTATION OF PROCLAMATION FOR "2020 SENIORS RECOGNITION DAY" FOR THE CITY OF CLEAR LAKE SHORES 2020 GRADUATES.

Mayor Otten presented each Clear Lake Shores Graduate a Certificate of Recognition and a coin and recognized June 2, 2020 as 2020 Seniors Recognition Day in the City of Clear Lake Shores.

4. REPORTS FROM COUNCIL:

Councilman Thompson: No report

Councilwoman Lyons: No report

Councilwoman Terrell: Thanked Georgette South and the Civic Club and the Police Department for their efforts over the past weekend for recognizing the Clear Lake Shore Graduates.

Councilwoman Bailey: Thanked the Civic Club as well and also thanked the Police Department for their role in recognizing the graduates as well.

Councilwoman Fenwick - Thanked Georgette South and the Civic Club as well and also thanked the Police Department for their role in recognizing the graduates as well; Bridge Road Project should start late July or August; Hurricane Season is here and encouraged everyone to sign up on Facebook or the City website to receive information concerning any hurricanes.

Mayor Otten: Commented on the Dragon Endeavor launch over the weekend; Street signs replaced at Clear Lake Road and FM 2094; Thanked Justin Richards for organizing bugler and thanked Jack Sanora (Vietnam War Veteran) for playing the bugle for Memorial Day.

4. STAFF REPORTS:

Chief Tracy Keele: Reported stats for May 2020.

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

Kemah Volunteer Fire Dept.: absent – City Administrator Brent Spier reported that Chief Steckler was held up at the fire station testing equipment and gave a brief report on the fire department.

Galveston County Health District Amy Weber: absent

City Administrator Brent Spier: report attached (attachment b)

5. PUBLIC COMMENTS: None

9. NEW BUSINESS:

CONSENT AGENDA:

- a. Check Register: 05/13/20 thru 05/27/20
- b. Council Meeting Minutes 05/19/2020 (regular meeting)
- c. WF Transfer A-012A: Charles Thompson to Greg and Jan Musler
- d. WF Transfer B-045A: Craig & Michelle Ramsey to Hershel Ray and Laura Freeman
- e. WF Trade C-086 – Craig & Michelle Ramsey and C-062 – Lance Beauchamp

Councilwoman Fenwick made motion to accept consent agenda
Councilwoman Terrell second the motion

MOTION PASSED UNANIMOUS

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

- a. ORDINANCE NO. 2020-07: AN ORDINANCE ADOPTING AMENDMENT NO. 1 TO THE APPROVED BUDGET OF THE CITY OF CLEAR LAKE SHORES, TEXAS FOR THE FY19, INCREASING THE AMOUNTS IN EXPENDITURE ACCOUNTS OF THE GENERAL FUND DUE TO UNFORESEEN SITUATIONS; CONTAINING FINDINGS; PROVIDING FOR SEVERABILITY; AND PROVIDING OTHER DETAILS RELATING THERETO.

Councilwoman Fenwick made motion to Ordinance No. 2020-07
Councilwoman Terrell second the motion

Councilwoman Bailey had questions concerning the Hurricane Harvey Expenses line item 119548 and would like to see a detailed report of how these expenses are disbursed.

**MOTION PASSED – 4 yes – Councilwoman Terrell, Councilwoman Lyons, Councilwoman Fenwick and Councilman Thompson
1 nay – Councilwoman Bailey**

- b. Consider and approve the Clear Lake Shores Civic Club and Clear Lake Shores Yacht Club use of city facilities under a memorandum of understanding approved by both organizations and negotiated by Mayor and/or City Administrator.

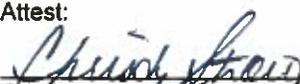
Councilwoman Bailey made motion to accept item b
Councilwoman Terrell second the motion

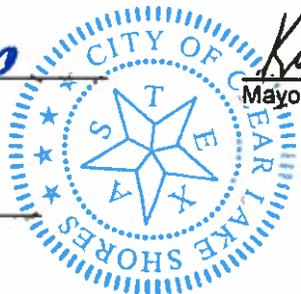
MOTION PASSED UNANIMOUS

8. ADJOURNMENT:

Mayor Otten adjourned the meeting at 8:02 p.m.

Date Approved: 6/16/20 
Mayor Kurt Otten

Attest:

Christy Stroup
City Secretary





CITY OF CLEAR LAKE SHORES

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 Clear Lake Shores, Texas 77565
 Office: 281-334-2799 Fax: 281-334-2866

Building Official Report

May 19th- June 1, 2020

New Permit issued:

8 new permits were issued since our last meeting. All 8 of the permits were minor construction. **Aspens' Bar and Grill** is continuing the work on the new palapa.

Target is having issues with the new fire alarm panel. The Fire Marshal and I are working toward fixing that issue with the new remodel.

815 Grove owned by Richard Robinson has also received a grant for a new home. 815 Grove has been declared a repetitive loss during Ike and Harvey. The house will be torn down and a new lifted home will be constructed in its place.

413 Pine is complete. The CO was issued May 21, 2020. Congrats to Nancy Schwartz on her new home.

Okie's Yardhouse remodel and addition is still under plan review with my office and the Fire Marshal. Currently the contractor is making changes and responding to redlines from my office and the fire marshal.

The new Portofino subdivision is back on track. I spoke to the engineer leading the construction and design through several emails/, and she is pushing to have the plans done very soon. I hope to have the permit and 100% construction set in my hands by next month for approval.

Under review is a new single-story home for Mr. Carl Hallock at 819 Cedar Rd.

I am getting bids on a third-party paving inspector to oversee road construction. The paving contractors in recent jobs have not done a great job they were paid for. Having an independent third party inspector would insure that we get a great product for the time and money. The Road and Drainage committee agreed.

Code Enforcement:

I have had four cases since our last CC meeting. Two of the homeowners are working to resolve the cases. One case has not responded and has gone to citation

One case is right of way debris. They are working to remove the debris

One case was a junked vehicle. The vehicle was lacking registration. The registration is current now. At the same location, the homeowner has trash and debris. The homeowner is working to remove the trash.

One case is building without a permit. The homeowner has not responded to letter sent, and has gone to citation.



City Administrator Report

May 20 – June 2, 2020

Fire Department Update: Chief Streckler is out on fire boat readying it for use and is delayed. He advised they are inventorying tools and testing equipment (hence the boat), working on staffing plans, and continuing efforts for storm preparedness. He also advised they have updated the automatic mutual aid agreement with League City for Kemah and Clear Lake Shores, where certain calls with auto-initiate without a request taking place.

Twelve weeks into the Coronavirus (COVID-19) pandemic. The City has resumed operations on a daily level and city hall is functioning. We continue our efforts toward hygiene and sanitation. Tonight's meeting is again set-up with social distancing in mind and with sanitation as a priority. We are delighted to welcome our graduates, family members and other interested parties to the meeting.

COVID-19 summary of Galveston County is as follows: 31,339 tested, 847 confirmed cases, 471 recovered, 37 dead. There are 339 active cases, 26 hospitalized, 313 are self-quarantined. CLS cases remain unchanged. Statewide 1,093,676 tested, 64,880 confirmed, 19,864 active cases and 1678 deaths. Contact tracing continues in the hardest hit counties, Harris Co. leads the state in confirmed cases. Dr. Kaiser on today's call advised 30 new cases yesterday, 17 from nursing homes. This is not unexpected. All testing of nursing homes in Galveston County have been completed and approximately one-third of the results are in.

Our Local Emergency Disaster Declaration is effect until June 16th, 2020. It can be affirmatively rescinded at any time. There still is uncertainty and we are now buying materials to implement protocols required by the court. We will continue to follow state and applicable county orders as well as CDC guidance.

GA-23 as signed by Gov. Abbott continues the stepped approach to opening Texas and he reminded us to, "be a good neighbor, be a Texan."

CITY ELECTIONS: Special Election already approved for November, this will be for city council positions. ¼ of 1% Roads and Drainage election has been extended to September 30, 2020 after it's original expiration date of June 30, 2020 was jeopardized by cancellation of the May 2020 election. We are awaiting Governor's Proclamation to allow it to coincide with Galveston's election, we need official approval before June 5, and that appears not be forthcoming. The City will initiate and run its own election for the purpose of continuing our R&D Sales Tax. Christy is working diligently to confirm our dates and get with the administrators of the election.

GENERAL ELECTION DETAILS:

November 3, 2020
Election Date

December 15, 2020
Runoff Election Date

Early Voting will be held on **Oct. 19-23, 2020** from 8 a.m. to 5 p.m. and **Oct. 26-30, 2020** with the polls being open from 7 a.m. to 7 p.m. **Saturday, Oct. 24, 2020** from 7 a.m. to 7 p.m. and **Sunday, Oct. 25, 2020** from 1 p.m. to 6 p.m. On Election Day the polls will be open from 7 a.m. to 7 p.m.

Hurricane Preparedness and Planning have been rolled out through our social media. Printed copies of the Galveston County Hurricane Preparedness Guide and Children's coloring books are available at City Hall, second floor. Invest 93L, is now named storm Crisobal, our third of the season and it potentially could affect our area. Conference calls and NWS/NOAA/NHC forecasting are taking place but based on models it appears to be moving more easterly. Predictions are just that and more accurate forecasts will be based on storm behavior and conditions going forward. Plan and prepare, welcome to storm season. Get a Kit, Make a Plan, Stay Informed! Tabletop took place today with city partners to identify opportunities for improvement, you play as you practice.

COURT PROCESS: We have an approve plan to move forward with municipal court later this month. Limited seating and social distancing along with staggered court times will level load the docket. The facility will be cleaned pre-post, attendees screened, face coverings suggested and available should anyone forget, hand sanitizer available, plastic 'sneeze' panels for judge and clerk in addition to other measures.

PERSONNEL: No changes.

ROADS/DRAINAGE: Upcoming 2020 R&D projects are to occur on Blue Point, and Narcissus from S. Shore to Ivy in two divisions. Each section is estimated separately with engineer input and total construction cost is estimated to be Engineering/Inspection, Geotech \$131K, Blue Point \$96K, \$348K S. Shore to Forest, \$319K Forest to Ivy. Repairs have been identified and three quotes have been received. Following an excavation at CLR and Elm we will assign the work to the most responsive bidder. This is a under \$25,000 and was budgeted.

POOLS/PARKS: Estimate coming for a complete re-tile and plaster before it requires a rebuild. This is for planning purposes. New signage has arrived and is installed. Pool open to 25% capacity, Lifeguards expected to start on June 16 following the same CDC guidelines and increasing sanitation of rest room facilities. The primary purpose of the lifeguards is safety of swimmers. 8a-8p, no furniture is available – persons may bring their own but they must take it when they leave (no storage on-site) all are expected to practice good hygiene and social distancing.

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. A tele-meeting was held last week at the 60% design level regarding project, awaiting additional confirmation of the ROW being sufficient for traffic signal. Traffic study is delayed. We are moving forward to prepare intersection for traffic control, may be a flasher initially but working toward a traffic signal that is linked to the other lights in the series. We don't anticipate issues with traffic count, but would like to conduct when school is in, again impacted by COVID-19 with the cancellation of the school year until fall. **The ROW drawings have been presented to Mr. Dror for approval/dedication and anticipated voluntary annexation **

ECONOMIC DEVELOPMENT CORP (EDC): I have engaged an electrical engineer to design the parking lot power supply and subsequent drops. Cobb-Fendley is reviewing mechanicals to confirm windstorm compliance. This was done as a not to exceed \$5,000 by EDC. **First drawing submitted and changes

suggested – CenterPoint to make site visit Wednesday regarding service location** New trash cans have been received and will be deployed soon. Bike racks should arrive in a few weeks as they had some delay due to COVID. Jammin’ on Jarboe will be this Saturday, June 6, The Fab Five. Stay safe.

PLANNING/ZONING: N/A.

PLAZA TEN 06: Natural Gas installation at Okie’s has been arranged no firm schedule (COVID delayed). Cost was under \$2,000. Still awaiting utility installation.

CITY HALL: There is a MD Anderson blood drive in the name of resident Kari Kelley for Friday, June 5th, 2020 in the Clear Lake Shores Parking lot from 3p to 8p. Very few spots left, you can sign up on-line at: <https://tinyurl.com/clearlakeshores0620>

SAM (System of Awards Management) has been renewed – this the federal funding mechanism for grants through .gov.

Fire Marshal has been active and site visits and annuals are resuming. Shirts have been ordered and ID cards are being processed.

PUBLIC WORKS: Keeping up on sanitation of facilities and grounds, keeping a positive message on the marquee and making sure we keep things as normal as possible for as many as possible.

Other Items:

Memorandum of Agreement regarding City Owned Parking Lots has been reviewed and I will visit businesses at a more appropriate time to put in motion.

Will develop a memorandum of agreement for the currently unnamed city park space at Okie’s, defining usage, any reserving ability, liability issues, points of contact, etc.

AGENDA ITEMS:

Ordinance 2020-07: The budget amendment adjusts the budget to account for overages due to unforeseen circumstances. The large amount under Harvey expenses is a grant offset – where money was received, and this brings the budget into alignment. No money is being taken from our funds and this only a ‘close the loop’ situation to be in compliance with state law. This budget is only a document. This is a comment on the management letter.

Regarding use of city facilities by Civic Club and Yacht Club, suggest that Mayor and CA be allowed to develop and secure agreements with each that are cost neutral to the city, provide liability protection to the city, secure a deposit for each entity to be held by city, allow for individual applications filed with city of every event signed by authorized party and enter into an agreement upon acceptance of CLSCC and CLSYC governing bodies.

To be handled at a later date: Police Department General Orders and Policy Manual.