



## 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.

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Tuesday, August 3, 2021

6:30 p.m.

931 Cedar, CLS, TX 77565

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**Present:** Mayor Kurt Otten, Councilman Steve Wirtes, Councilman Rick Fisher, Councilwoman Monica Ledet, Councilman Alex Scanlon, Councilman Randy Chronister, City Administrator Brent Spier, City Attorney Loren Smith, Police Chief Keele, Building Official Kevin Harrell, G.C.H.D. Amy Weber, 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. PUBLIC HEARING:

Mayor Otten opened Public Hearing at 6:31 pm:

922 Elm: Considered an "unsafe structure"; demolition

Building Official Kevin Harrell gave an overview of the property and timeline of events

Mayor Otten closed public hearing at 6:35 pm

### 4. REPORTS FROM COUNCIL:

**Councilman Steve Wirtes:** No report

**Councilman Rick Fisher:** No report

**Councilwoman Monica Ledet:** No report

**Councilman Alex Scanlon:** No report

**Councilman Randy Chronister:** Roads and Drainage met on the ordinance changes.,

**Mayor Kurt Otten:** second council meeting in August is cancelled; Back to school is August 16<sup>th</sup>..

### 5. STAFF REPORTS:

**Chief T. Keele:** Stats for June 2021; Update on Aaron Johnson – 922 Elm – is at Salvation Army in Houston and is doing well; Donation for the month is Salvation Army.

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

**CLS/Kemah Volunteer Fire Dept. Chief Suniga:** Gave report for July; ISO Audit completed; second military vehicle arrived this month

**Galveston County Health District Amy Weber:** Shortage in staff due to market rates; See report attached (attachment b)

**City Administrator Brent Spier:** See report attached (attachment c)

## 6. PUBLIC COMMENTS:

Lynda Michaelski – 1019 N. Shore: Read 2 letters from Clear Lake Shores business owners

## 7. OLD BUSINESS: Discussion and possible action may be taken on the following items:

### a. Action from Public Hearing: 922 Elm unsafe structure and possible demolition

**Councilwoman Ledet** made motion to demolish 922 Elm  
**Councilman Scanlon** second the motion

Councilwoman Ledet asked if there would be any ramifications for the city with following through with the demolition:

City Attorney stated that the City needed to wait the 30 day period to allow for an appeal then after that they could proceed with demolition.

**MOTION PASSED UNANIMOUS**

## 8. CONSENT AGENDA:

- a. Check Register: 07/01/21 thru 07/28/21
- b. City Council Meeting Minutes 07/06/21 (regular)
- c. City Council Budget Workshop Minutes 07/16/21
- d. WF Transfer E-126: Mundy to Jackson

**CONSENT AGENDA PASSED**

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

**Mayor Otten asked that “item b “ be removed from the agenda**

### a. Presentation of Fiscal Year 2020 Audit performed by Belt Harris Pechacek, LLLP.

Stephanie Harris with Belt Harris Pechacek, LLLP went over in brief details of the audit.

### b. Consider and approve allowing the Clear Lake Shores Yacht Club (CLSYC) to build a dry rack storage for use by the CLSYC for storage of their Club owned boats at Shell Bottom Park

**Removed by Mayor Otten**

### c. Approve Waterfront bid results and transfer Waterfront C-082A and C-082B to the appropriate winning bidder – C-082A to Steve Wirtes and C-082B to Kenneth Sheeler.

Councilman Scanlon made motion to accept and transfer the waterfronts as stated  
Councilwoman Ledet second the motion

**MOTION PASSED UNANIMOUS**

### d. Appoint one volunteer to serve on Parks and Pool Committee to fill vacancy left by Pamela House resignation – term expired 09/30/21.

Councilman Fisher made motion to appoint Laura Broussard  
Councilman Chronister second the motion

**MOTION PASSED UNANIMOUS**

**10. DISCUSSION ONLY:**

**a. Roads and Drainage Ordinance Review.**

Councilman Scanlon touched on a few items that were being addressed in the ordinances.

Gutters, TOPO Survey, Excessive Fill, Bulkheads, engineer review, elevation change, etc.

**11. ADJOURNMENT:**

**Mayor Otten** adjourned the meeting at 7:24 pm

Announcements after adjournment:

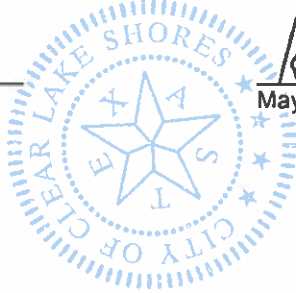
Civic Club "Back to School" party is August 15<sup>th</sup>

EDC appointed Thomas Haaland as Vice President

Date Approved: 9-7-2021

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  
 Office: 281-334-2799 Fax: 281-334-2866

**Building Official Report** July 20<sup>th</sup>, 2021 - August 3rd, 2021

### **Building Department:**

**Fifteen 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, 518 Pine, 1220 Ivy, 923 Dogwood St., and 227 West Shore

**Current Residential Permit Review:** I am currently reviewing new homes at 1031 Juniper Rd, 834 Birch Rd., 830 Birch Rd., and 130 Rosewood Rd.

**Unsafe Structure at 419 Oak Rd.:** The demolition has stopped because of the property sale. The homeowner stopped providing me progress reports. The homeowner has indicated that he is in the process to sell the property. I discussed the sale with the potential new owner. The sale should close August 17, 2021, according to the paperwork provided. The new owner wants to clear the land, but I informed them that it would have to go back to City Council for a new order and timeline. A structural engineer has been hired as of 06/17/2021. I have not received a structural engineer's report to date.

### **New Commercial Construction:**

**Galveston Bay Brewing Company:** I and the Fire Marshal finished our review of the latest submittal. The drawings were denied approval. The drawings were returned to the contractor for revision.

### **Code Enforcement & Waterfront Leases:**

I have 3 code enforcement & zero waterfront cases. The 2 cases are High grass and weeds. The other case is a junked vehicle.

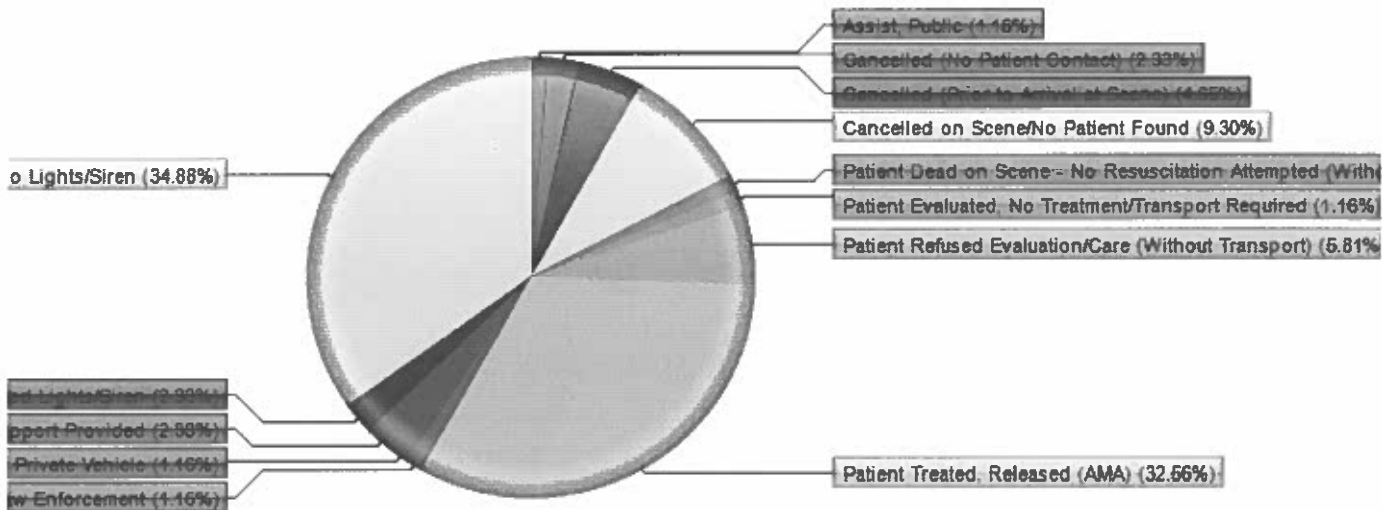
**Kemah Disposition Type Breakdown**

Date: Monday, August 2, 2021  
Time: 8:51:50 AM

Dispatched Time between 2021-07-01 and 2021-08-01

**Disposition Breakdown**

Disposition	Total
Assist, Public	1
Cancelled (No Patient Contact)	2
Cancelled (Prior to Arrival at Scene)	4
Cancelled on Scene/No Patient Found	8
Patient Dead on Scene - No Resuscitation Attempted (Without Transport)	1
Patient Evaluated, No Treatment/Transport Required	1
Patient Refused Evaluation/Care (Without Transport)	5
Patient Treated, Released (AMA)	28
Patient Treated, Transported by Law Enforcement	1
Patient Treated, Transported by Private Vehicle	1
Standby - Public Safety, Fire, or EMS Operational Support Provided	2
Transported Lights/Siren	2
Transported No Lights/Siren	30
	<b>86</b>



Incident Data between 2021-07-01

and 2021-08-01

County	Medical Trauma	District	Incident Date	Incident Number	Primary Impression	Injury Primary	Injury Detail	At Patient Time	Depart Scene Time	At Destination Time	Patient Contact Time	Scene Time	Trauma Calls	
				Count 87										
Galveston				County Total 87										
Kemah				Count 16										
			7/3/2021	K21-0442										
			7/4/2021	K21-0446										
			7/4/2021	K21-0450										
			7/6/2021	K21-0454										
			7/7/2021	K21-0459										
			7/13/2021	K21-0476										
			7/17/2021	K21-0487										
			7/18/2021	K21-0490										
			7/18/2021	K21-0492										
			7/19/2021	K21-0495										
			7/20/2021	K21-0497										
			7/25/2021	K21-0508										
			7/25/2021	K21-0509										
			7/26/2021	K21-0513					10:42:00 AM			28.00		
			7/30/2021	K21-0521										
			7/31/2021	K21-0522										
Medical				Count 59										
Kemah														
			7/2/2021	K21-0437	Need for continuous medical supervision	Falls	Fall on same level	1:20:00 AM				1.00	Medical	
			7/2/2021	K21-0439	Vomiting			4:23:00 PM	4:35:00 PM			3.00	15.00	Medical
			7/2/2021	K21-0441	Heat Exhaustion			9:08:30 PM	9:23:00 PM	9:55:00 PM		0.50	15.00	Medical
			7/3/2021	K21-0443	Generalized Weakness			6:25:00 PM				5.00		Medical
			7/4/2021	K21-0445	Nausea			1:02:00 AM	1:32:00 AM	1:49:00 AM		1.00	31.00	Medical
			7/4/2021	K21-0447	Vomiting			4:28:00 PM				2.00		Medical
			7/4/2021	K21-0448	Syncope / Fainting			4:53:30 PM				0.50		Medical
			7/4/2021	K21-0451	COVID-19 - Confirmed by testing			12:02:00 AM	12:08:00 AM	12:24:00 AM		1.00	7.00	Medical
			7/5/2021	K21-0452	Abdominal Pain			9:38:00 AM	9:59:00 AM	10:28:00 AM		1.00	22.00	Medical
			7/6/2021	K21-0453	Diarrhea			12:11:00 PM	12:30:00 PM			3.00	22.00	Medical
			7/7/2021	K21-0456	Chest Pain / Discomfort			11:45:00 AM	11:59:00 AM	12:15:00 PM		0.83	14.83	Medical
			7/7/2021	K21-0457	Extremity Pain			4:57:00 PM	5:06:00 PM			1.00	10.00	Medical
			7/7/2021	K21-0458	Syncope / Fainting			6:14:00 PM	6:45:00 PM			2.00	33.00	Medical
			7/8/2021	K21-0460	Chest Pain / Discomfort			1:17:00 PM	1:25:00 PM	1:42:00 PM		1.00	9.00	Medical
			7/8/2021	K21-0461	Cough			9:52:00 PM	10:08:00 PM			1.00	17.00	Medical
			7/10/2021	K21-0466	Generalized Weakness			4:57:00 PM	5:11:00 PM			1.00	15.00	Medical
			7/9/2021	K21-0462	Vomiting			5:59:00 AM	6:09:00 AM	6:23:00 AM		2.00	12.00	Medical
			7/9/2021	K21-0463	Injury			9:54:15 AM				0.25		Medical
			7/10/2021	K21-0464	Back Pain			1:54:10 AM	1:59:00 AM	2:13:00 AM		0.17	5.00	Medical
			7/10/2021	K21-0465	Syncope / Fainting			3:04:00 PM				1.00		Medical
			7/10/2021	K21-0467	Generalized Weakness			6:47:30 PM	6:55:00 PM			0.50	8.00	Medical
			7/11/2021	K21-0468	Syncope / Fainting			12:49:00 AM				1.00		Medical
			7/11/2021	K21-0469	Dehydration			2:12:00 PM				1.00		Medical
			7/11/2021	K21-0470	Behavioral/psychiatric episode			6:32:00 PM				2.00		Medical
			7/11/2021	K21-0471	Syncope / Fainting			7:36:00 PM				0.00		Medical
			7/12/2021	K21-0472	COVID-19 - Confirmed by testing			11:49:00 AM	12:01:00 PM	12:19:00 PM		1.00	13.00	Medical
			7/12/2021	K21-0473	Unconscious			4:25:00 PM	4:39:00 PM	4:57:00 PM		1.00	15.00	Medical
			7/13/2021	K21-0474	Laceration/Abrasion/Hematoma (minor surface trauma)	Falls	Fall from bed	2:58:00 AM	3:13:00 AM			2.00	17.00	Medical
			7/13/2021	K21-0475	Behavioral/psychiatric episode			3:56:00 AM	4:24:00 AM			1.00	29.00	Medical

			7/27/2021	K21-0516	Injury of Thigh (Upper Leg)	Electrocution/Radiation	Other	7:49:00 PM			1.00		Trauma
			7/30/2021	K21-0520	Extremity Pain	Falls	Fall on same level	11:38:00 AM	11:57:00 AM	12:13:00 PM	2.00	21.00	Trauma



## City Administrator Report

July 21 – August 3, 2021

**COURT PROCESS:** Municipal Court is anticipated to return in person in September 2021.

**PARKS:** TPWD engineered design plans are in process. Site survey is complete. Design on two L piers is being done and parking design. Call into the engineer advised there was some more calculations on the parking lot to complete. Been working around vacations and business schedules to catch up.

We have \$6050 in outstanding waterfront leases payments among 20-25 leases. They were due yesterday and the ten day grace period ends August 17, 2021. Revocation proceedings could take place in September.

**Sunset/Lowell Brown Fishing Pier** – Improved safety fencing installed. Top deck removal has taken place and materials are on-order. Estimated timeline for completion is mid-September with a 12-15 week lead-time on materials, from contract date.

**DANIEL DROR AVE:** A non-mandatory pre-bid meeting was held: July 27<sup>th</sup>. A total of 17 plan sets were out with about 8-9 possible bidders, some engineers and plan houses. It is anticipated that the bids will be competitive. Engineer's estimate is approximately \$870k. Bid Opening August 12<sup>th</sup> at 2:15 pm. Award contract on Commissioners Court on: August 23<sup>rd</sup>. Finally, legal reviews the final contract and we go back to court to execute the construction contract and that same week they should schedule a preconstruction meeting.

**ECONOMIC DEVELOPMENT CORP (EDC):** A single appointment remains for EDC. It was unintentionally not placed on this council meeting as intended.

**SH146:** FM204 full closure to continue this week as beams are set. Status meeting shows good progress.

**PLAZA TEN 06:** RFQ are out to paving companies regarding repair of potholes and surfacing replacement. This requires a paving company with proper equipment.

**CITY HALL:** Addressing decals on front doors to direct visitors more clearly. A video monitor is mounted and a city slideshow with elected officials, city amenities, parks and events is being developed. We will arranging for all employee photos to be taken and groups added to the presentation, including all city works and police department.

**PUBLIC WORKS:** I have estimates regarding immediate removal of dead palms on the waterfront leases, primarily the west side, dead from freeze. I think this can be accommodated using the budgeted number and plan to contact the arborist. Working to remove dead tree from ROW but need some help from Centerpoint (electric) as one is very close to energized lines.

**ROADS/DRAINAGE:** Road maintenance priorities identified and marked through out the city, companies have been contacted for quotes. It is our intent to complete in a timely matter. \$50,000, already budgeted for and approved. Will supplement with crack filling on identified roads if possible.

**OTHER ITEMS:**



In an effort to help and retain employees and offer possible benefits (voluntary choice of the employee), I have located Legal Shield. They offer subscription based services for legal services, Identity protection, gun owner liability and law officer liability. Services argument other professional protections some have already due to other professional memberships outside work and they cannot use legal to litigate against the city. Larger cities offer the same program. The AFLAC insurance is similar in that is voluntary and paid by employee only. Review of implementation of AFLAC located no official action by council, but I feel it is proper to notify the council of any additional benefits.

Weather: Continue to watch for weather developments.

Will continue to excess equipment through municibid.com as needed.

Budget workshop is with EDC August 10<sup>th</sup>, and a combined EDC/CC Workshop inholding with our strategic plan, August 13<sup>th</sup> at 1P. If needed an additional workshop may be added. In the interim, if you have questions about the budget , contact me at your convenience.

**AGENDA ITEMS:**

**Drainage Ordinance discussion only – A. Scanlon sponsor**

**FY20 Audit – Presented by Stephanie Harris, with Cheryl Hunter in attendance.**

## Brent Spier

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**From:** Shobi Raj <shobi@legalshieldassociate.com>  
**Sent:** Thursday, July 22, 2021 11:56 AM  
**To:** Brent Spier  
**Subject:** THANK YOU - LEGALSHIELD  
**Attachments:** LEGALSHIELD + IDSHIELD BENEFIT SUMMARY.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

This Message originated outside your organization.

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## Hi Brent,

Thanks for taking time to speak with me on Tuesday. I am attaching a Summary Handout of the legal & identity theft benefits to share with the Council members. Below also are a few important bullet points to keep in mind about the benefits we discussed:

### **LegalShield: \$9.67/paycheck**

- Attorneys Prepare your Will, Living Will, Financial & Health Care Power of Attorneys -included.
- Unlimited Legal consultation on all personal problems
- Document/Contract Review
- Letter or Phone Call on Your Behalf
- Traffic ticket representation
- IRS Audit Assistance
- **24/7** Legal hotline for emergencies

### **IDShield: Individual \$5.05/paycheck, Family \$9.67/paycheck**

- **Monitors** all private information.
- **Mobile app** with credit score and push alerts.
- Complete Restoration, **\$1 Million Guarantee** with Licensed private investigators.
- Covers Dependents (8) under 26
- Covers **Pre-Existing conditions**

### **Gun Owner Supplement (Add-On): \$5.98/paycheck**

- Civil & Criminal Defense (60 hrs.)
- Gun Trust
- Unlimited consultation on gun related issues
- **24/7** emergency access

### **Law Officer Legal Protection Plan – (\$7.36 or \$11.52/ paycheck)**

- Same coverage as legal family plan

- 1<sup>st</sup> dollar coverage for Tragic accident representation
- 24/7 Emergency Access
- Representation on Admin. Hearing
- Civil Trial Defense

**Members Perks Program (NO CHARGE!) – Discounts to over 350 vendors**

Please let me know if you need any other information when presenting at the upcoming City Council meeting or if you would like me to present there. I look forward to introducing these benefits to your staff in August.

*Sincerely,*

**Shobi Raj**

*Account Executive*

**832-672-7509 (o)**

**516-312-3932 (m)**

[Click here to book a meeting with me.](#)



***Independent Agency***

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