



Budget Workshop 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.

Wednesday, August 4, 2020

6:00 p.m.

Televideo (ZOOM)

Present: Mayor Kurt Otten, Councilwoman Amanda Fenwick, Councilwoman Angie Terrell (joined at 4:30 pm), Councilwoman Jan Bailey, Councilman Mark Thompson (joined at 6:16pm), City Administrator Brent Spier, Building Official Kevin Harrell, City Secretary Christy Stroup, City Accountant Cheryl Hunter, Police Chief T. Keele

1. CALL TO ORDER & DETERMINATION OF QUORUM:

Mayor Otten called meeting to order at 6:01 p.m.

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

a. REVIEW PROPOSED BUDGET FOR FISCAL YEAR 2021

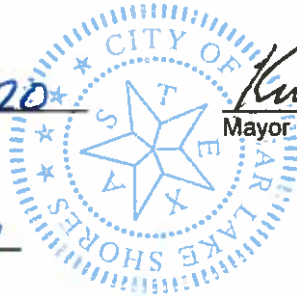
Topics discussed at this meeting:

- *Public Works backhoe - \$35,000 for refurbish or trade
- *Purchase of land behind City Hall - \$80,000 for engineer and drainage plans
- *Schedule next Budget Workshop

3. ADJOURNMENT:

Mayor Otten adjourned the meeting at 6:35 p.m.

Date Approved: 8-18-2020



Kurt J. Otten
Mayor Kurt Otten

Attest:

Christy Stroup
Christy Stroup
City Secretary



Meeting Minutes City Council

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Tuesday, August 4, 2020

6:30 p.m.

Televideo (ZOOM)

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

Absent: KVFD Chief Rob Steckler and GCHD Amy Weber (GCHD report attached)

1. CALL TO ORDER & DETERMINATION OF QUORUM:

Mayor Otten called meeting to order at 6:36 p.m. (started meeting as soon as Budget Wksp. ended)

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

Mayor Otten moved to have item 7a presented at this time:

Councilwoman Fenwick made motion to move item 7a to be reviewed prior to other reports
Councilwoman Lyons second the motion

7. a. PRESENTATION OF THE FY19 AUDIT BY STEPHANIE HARRIS OF BELT HARRIS PECHACEK, LLLP CERTIFIED PUBLIC ACCOUNTANTS.

Stephanie Harris stated that the firm is issuing a clean unmodified report meaning that unmodified is the highest level of assurance that all financial statements are correct and all disclosures required are correct and accounting practices are in place. Mrs. Harris reviewed the audit in brief.

3. REPORTS FROM COUNCIL:

Councilman Thompson: No report

Councilwoman Lyons: No report

Councilwoman Terrell: No report.

Councilwoman Bailey: No report

Councilwoman Fenwick: Participated in the GLO conference call and they are still working on Hurricane Harvey recovery and there are still a couple of houses that are being rebuilt. They are still helping through the Homeowners Assistance Program which we are grateful to have them in place to help. They have constructed 1700 homes and have approved 3100 applicants to date and have approximately 530 homes under construction.

Mayor Otten: New laws for Golf Carts are in place and they must be registered with the County Clerk's office.

4. STAFF REPORTS:

Chief Tracy Keele: Reviewed stats for July; skim cards have been found at the Valero so advised everyone to keep an eye out before pumping gas; Ticket writers are in limbo. The previous company is not responding after letters from City Administrator and City Attorney. At this point it looks like we will not be reimbursed what we have paid for start up and set up fees. Looking at other options.

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

Kemah Volunteer Fire Dept. Chief Steckler absent

Galveston County Health District Amy Weber: absent but report attached (attachment b)

City Administrator Brent Spier: report attached (attachment c)

5. **PUBLIC COMMENTS:**

No comments

6. **NEW BUSINESS:**

CONSENT AGENDA:

- a. **Check Register: 07/16/20 thru 07/29/20**
- b. **Qtrly. Investment Report – Qtr. Ending June 2020**
- c. **Council Meeting Minutes 07/21/2020 (Regular meeting)**
- d. **WF Transfer D-100D**

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

MOTION PASSED UNANIMOUS

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

- a. **PRESENTATION OF THE FY19 AUDIT BY STEPHANIE HARRIS OF BELT HARRIS PECHACEK, LLLP CERTIFIED PUBLIC ACCOUNTANTS.**

Moved to top of the agenda

- b. **ORDINANCE 2020-15: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CLEAR LAKE SHORES, TEXAS TO ADOPT GENERAL CHANGES TO THE CODE OF ORDINANCES BY AMENDING CHAPTER 82. ZONING - ARTICLE I. IN GENERAL SECTION 82-6; ARTICLE II. ZONING DISTRICT DESIGNATIONS AND BOUNDARIES – DIVISION 2 R-1 RESIDENTIAL DISTRICT SECTION 82-53; ARTICLE III - FENCING – SECTION 82-287; ARTICLE VII. BOARD OF ADJUSTMENTS SECTION 82-389.**

Councilwoman Terrell's made motion to accept Ordinance 2020-15
Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

- c. **RESOLUTION 2020-07: A RESOLUTION OF THE CITY OF CLEAR LAKE SHORES, TEXAS TO PROVIDE A COMMUNICABLE DISEASE POLICY FOR THE CITY OF CLEAR LAKE SHORES, TEXAS FOR THE PROTECTION OF CITY EMPLOYEES, BUSINESSES, RESIDENTS AND VISITORS.**

Councilwoman Fenwick made the motion to approve Resolution 2020-07 with the following changes:

- 1) Paragraph 3 – add "and procedures"
- 2) Paragraph 3 – add approved by the Mayor "and the City Council"
- 3) Paragraph 4 – add approved by the Mayor "and the City Council"

Councilwoman Terrell second the motion

MOTION PASSED UNANIMOUS

8. **ADJOURNMENT:**

Mayor Otten adjourned the meeting at 7:23 p.m.

Date Approved: 8-18-2020

Kurt Otten
Mayor Kurt Otten

Attest:

Christy Stroup
Christy Stroup
City Secretary





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 21th- August 4th, 2020

Building Department:

Eleven new permits were issued since our last meeting. All eleven of the permits were minor construction.

620 Marina Bay is remodeling a lease space for a new hair salon. The construction is ongoing

815 Grove: Interior sheetrock installation is almost finished, and final finishing construction will start. The exterior has to be modified; the staircase was built into the front setback. The electric service had to be relocated, because they installed it below the base flood elevation.

819 Cedar: The concrete slab was poured late last week, and the mechanical, plumbing, and electrical rough-in will begin soon.

824 Dogwood: The concrete driveway will be poured this week. The electrical service was installed with a platform and passed inspection. The final finish of the interior has started, and I should be doing a final inspection of the home in late August or early September.

Okie's Yardhouse: Construction has begun. The contractor has started with the cooler buildings on the west side of the building. The footings were poured late last week, and the floor framing has begun for the coolers. Centerpoint will start on the new gas line once the plumber has installed his gas connection. Centerpoint would expedite the work as soon as possible.

903 Juniper: I issued a permit for 903 Juniper. The contractor has installed pilings late last week. The plumbers have installed the ground plumbing and has passed inspection.

Code Enforcement:

I have had 2 code enforcement cases since our last CC meeting. The homeowners have complied with the ordinances.

One case is high grass and weeds. The homeowner has mowed his yard mowed.

One case is an animal nuisance. The owner has removed the animals and they are in compliance.

Christy Stroup

From: Kurt Otten <kurt.otten.cls@gmail.com>
Sent: Tuesday, August 4, 2020 10:14 AM
To: Angie Terrell; Amanda Fenwick; Mark Thompson; Jan Bailey; christy.lyons.cls@gmail.com; Brent Spier; Christy Stroup; Adriana Richey; Tracy Keele
Subject: Fwd: Kemah Clear Lake Shores Stats through July 13th 2020
Attachments: CLS 6-13 to 7-13.pdf; Kemah 6-13 to 7-13.pdf; Kemah CLS Break down 6-13 to 7-13.pdf

FYA.

----- Forwarded message -----

From: Amy Weber <aweber@gchd.org>
Date: Tue, Aug 4, 2020 at 9:36 AM
Subject: Kemah Clear Lake Shores Stats through July 13th 2020
To: Terri Gale <mavorgale@kemah-tx.com>, Kurt Otten <kurt.otten.cls@gmail.com>

Total call volume 333

Kemah -287
 CLS- 46

Total Monthly Calls 56

Kemah - 54
 CLS - 2

Total Mutual Aid= 5

Mutual Aid Given = 5 (all Bacliff)
 Mutual aid received = 0

Average Chute Time: 1:20
 Average Response Time: 4:31

COVID-19 Confirmed by Testing*= 0

COVID-19 Exposure to confirmed patient* = 0

COVID-19 Suspected-no known exposure = 5

**As per patient at time of patient contact*



Amy Weber, Paramedic
Director of EMS
 Galveston County Health District
 409-938-2345 (o)
 409-599-0201 (c)
gchd.org | [facebook](https://www.facebook.com/gchd) | [twitter](https://twitter.com/gchd)

Mission: Protecting and Promoting the optimal health and well-being of Galveston County.

CONFIDENTIALITY STATEMENT: This message, as well as any attached document, may contain information from the Galveston County Health District (GCHD) that is confidential and/or privileged, or may contain Client/Patient privileged information. If you are not the intended recipient, you are hereby notified that reading, disseminating, distributing or copying this message is strictly prohibited

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Kurt Otten
Mayor
City of Clear Lake Shores, Texas
kurt.otten.cls@gmail.com
M: [832.584.0975](tel:832.584.0975)

1006 South Shore Drive, Clear Lake Shores, TX 77565

[\(281\) 334-2799](tel:(281)334-2799)

www.clearlakeshores-tx.gov

Please note that any correspondence, such as email or letters, sent to City staff or City officials, may become a public record and made available for public review.

ATTENTION PUBLIC OFFICIALS

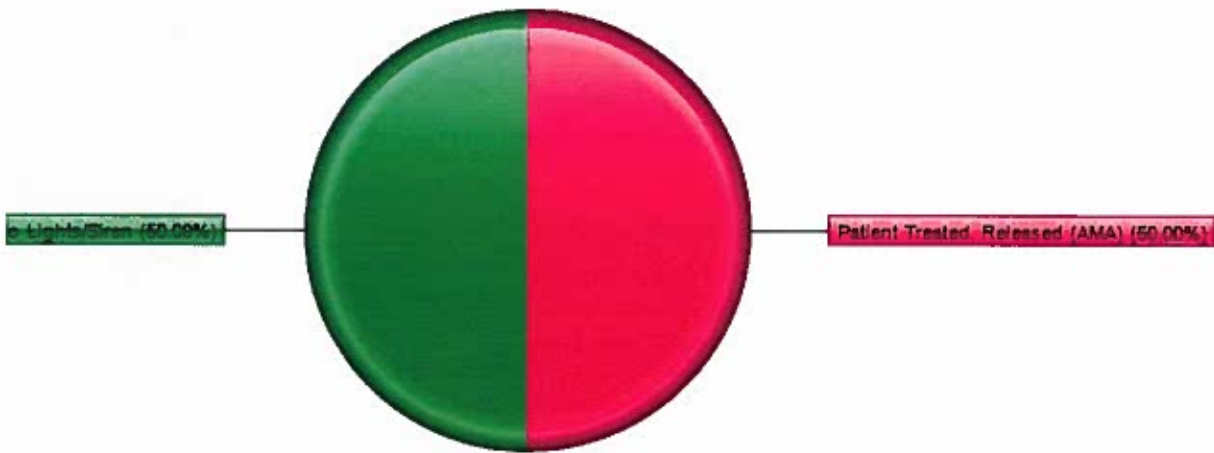
A "Reply All" of this e-mail could lead to violations of the Texas Open Meetings Act.

Please reply only to the sender.

Dispatched Time between 2020-06-13 and 2020-07-13

Disposition Breakdown

Disposition	Total
Patient Treated, Released (AMA)	1
Transported No Lights/Siren	1
	2



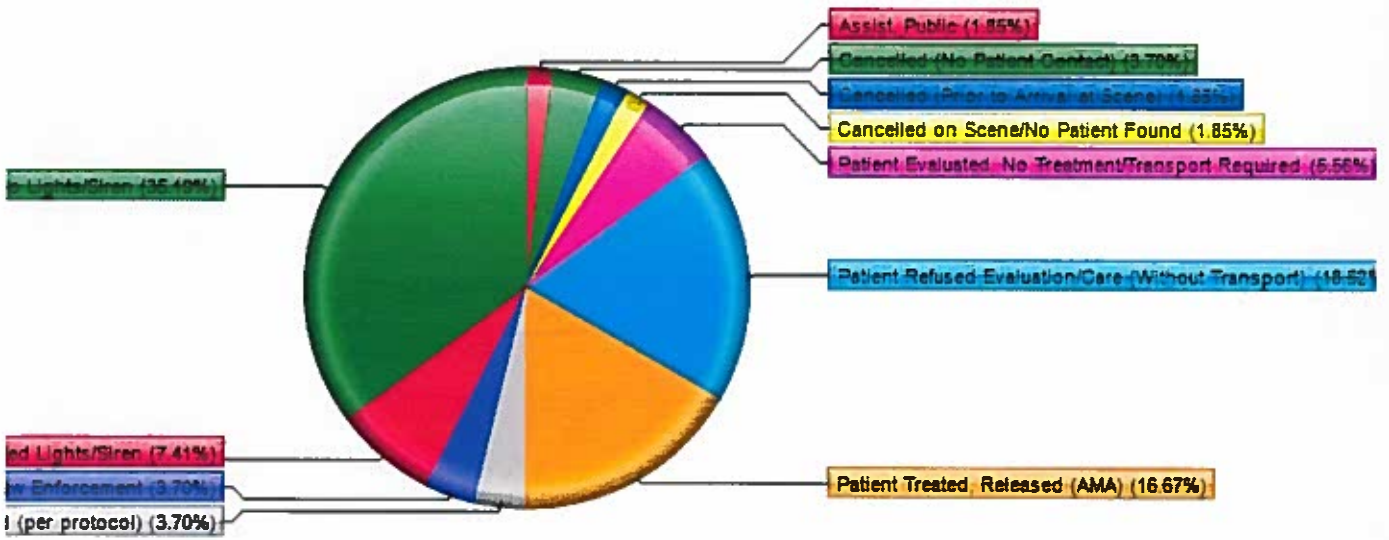
Kemah Disposition Type Breakdown

Date: Friday, July 17, 2020
Time: 9:17:17 AM

Dispatched Time between 2020-06-13 and 2020-07-13

Disposition Breakdown

Disposition	Total
Assist, Public	1
Cancelled (No Patient Contact)	2
Cancelled (Prior to Arrival at Scene)	1
Cancelled on Scene/No Patient Found	1
Patient Evaluated, No Treatment/Transport Required	3
Patient Refused Evaluation/Care (Without Transport)	10
Patient Treated, Released (AMA)	9
Patient Treated, Released (per protocol)	2
Patient Treated, Transported by Law Enforcement	2
Transported Lights/Siren	4
Transported No Lights/Siren	19
Total	54



Incident Data between 2020-06-13

and 2020-07-13

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 56									
Galveston													
				County Total 56									
		Kemah		Count 5									
			6/24/2020	K20-0293									
			6/26/2020	K20-0295	No Complaints or Injury/Illness Noted			1:29:00 PM			2.00		
			6/28/2020	K20-0299									
			7/3/2020	K20-0308									
			7/5/2020	K20-0312									
		Medical											
		Kemah		Count 35									
			6/14/2020	K20-0274	Pain (Non-Traumatic)			2:17:10 AM	2:20:00 AM	2:32:00 AM	0.17	3.00	Medical
			6/14/2020	K20-0275	Fatigue			1:30:00 PM	1:52:00 PM	2:12:00 PM	1.00	23.00	Medical
			6/16/2020	K20-0027	No Complaints or Injury/Illness Noted			3:01:00 PM			0.00		Medical
			6/17/2020	K20-0278	Syncope / Fainting			4:42:00 PM	4:57:00 PM	5:12:00 PM	1.00	16.00	Medical
			6/19/2020	K20-0279	Asthma			4:43:00 PM			5.00		Medical
			6/20/2020	K20-0280	No Complaints or Injury/Illness Noted			1:08:00 AM			1.00		Medical
			6/20/2020	K20-0281	Diabetic Hypoglycemia			12:10:00 PM	12:38:00 PM	12:59:00 PM	1.00	29.00	Medical
			6/20/2020	K20-0282	Dizziness			3:01:00 PM	3:31:00 PM		2.00	32.00	Medical
			6/20/2020	K20-0283	Shortness of breath			7:57:00 PM	8:23:00 PM		0.00	26.00	Medical
			6/21/2020	K20-0284	Behavioral/psychiatric episode			2:03:00 AM			0.00		Medical
			6/21/2020	K20-0286	Acute Respiratory Distress (Dyspnea)			12:57:00 PM	1:30:00 PM	1:48:00 PM	1.00	34.00	Medical
			6/21/2020	K20-0288	No Complaints or Injury/Illness Noted			9:35:00 PM	9:42:00 PM		1.00	8.00	Medical
			6/24/2020	K20-0292	Extremity Pain			12:00:00 PM			1.00		Medical
			6/27/2020	K20-0297	Visual Disturbance			11:15:00 AM	11:37:00 AM	11:56:00 AM	1.00	23.00	Medical
			6/27/2020	K20-0298	Altered Mental Status			3:16:00 PM			1.00		Medical
			6/29/2020	K20-0300	Dehydration			4:29:00 PM			1.00		Medical
			6/30/2020	K20-1528	Cough			6:24:00 AM			2.00		Medical
			7/1/2020	K20-0302	Malaise			3:06:30 PM			0.50		Medical
			7/2/2020	K20-0303	Dizziness			1:25:00 PM			1.00		Medical
			7/2/2020	K20-0304	Abdominal Pain			2:45:30 PM	2:54:00 PM	3:12:00 PM	0.50	9.00	Medical
			7/2/2020	K20-0305	Diarrhea			7:02:00 PM			3.00		Medical
			7/3/2020	k20-0306	Fatigue			6:15:00 AM	6:35:00 AM	7:01:00 AM	2.00	22.00	Medical
			7/3/2020	K20-0307	Syncope / Fainting			5:50:00 PM	6:17:00 PM	6:37:00 PM	2.00	29.00	Medical
			7/4/2020	K20-0310	Dehydration			6:01:00 PM			3.00		Medical
			7/5/2020	K20-0313	Syncope / Fainting			4:42:00 PM	4:56:00 PM	5:10:00 PM	1.00	15.00	Medical
			7/5/2020	K20-0314	Behavioral/psychiatric episode			10:18:00 PM	10:42:00 PM	10:59:00 PM	2.00	26.00	Medical
			7/6/2020	K20-0315	Abdominal Pain			6:47:00 AM	6:59:00 AM	7:15:00 AM	1.00	13.00	Medical
			7/6/2020	K20-0316	Fatigue			3:18:00 PM			1.00		Medical

			7/6/2020	K20-0317	Cardiac arrest			4:33:00 PM	4:49:10 PM	4:58:00 PM	1.00	17.17	Medical
			7/6/2020	K20-0318	Fatigue			6:30:00 PM	6:38:00 PM	6:54:00 PM	1.00	9.00	Medical
			7/7/2020	K20-0319	Altered Mental Status			8:09:00 AM			1.00		Medical
			7/7/2020	K20-0320	Seizures			10:42:00 AM	11:01:00 AM	11:20:00 AM	2.00	21.00	Medical
			7/8/2020	K20-0322	No Complaints or Injury/Illness Noted			8:37:00 AM			0.00		Medical
			7/8/2020	K20-0323	Altered Mental Status			3:05:00 PM	3:17:00 PM	3:28:00 PM	1.00	13.00	Medical
			7/11/2020	K20-0325	Cough			2:40:00 AM			2.00		Medical
Medical & Trauma													
Kemah													
				Count 3									
			6/13/2020	K20-0272	Injury of Abdomen	Sharp Objects	Foreign body or object piercing skin (e.g. nail, lid of can, metal piece, wood piece, etc.)	1:57:00 AM			2.00		Trauma
			6/23/2020	K20-0291	Altered Mental Status	Falls	Fall on same level	12:20:00 PM	12:45:00 PM	1:00:00 PM	3.00	28.00	Trauma
			7/5/2020	K20-0311	Altered Mental Status	Falls	Fall on same level	8:52:00 AM	9:10:00 AM	9:28:00 AM	1.00	19.00	Trauma
Trauma													
Clear Lake Shores													
				Count 2									
			7/1/2020	C20-0301	Injury of Hip	Falls	Fall on same level	12:54:00 PM	1:05:00 PM	1:27:00 PM	3.00	14.00	Trauma
			7/3/2020	C20-0309	Injury	Falls	Fall on stairs and steps	10:42:30 PM	11:05:00 PM		0.50	23.00	Trauma
Kemah													
				Count 11									
			6/16/2020	K20-0277	No Complaints or Injury/Illness Noted			11:08:00 PM			2.00		Trauma
			6/16/2020	K20-0277	No Complaints or Injury/Illness Noted	Assault	Assault by other means	11:07:00 PM			1.00		Trauma
			6/21/2020	K20-0285	No Complaints or Injury/Illness Noted			5:10:00 AM			0.00		Trauma
			6/21/2020	K20-0285	Injury of Thigh (Upper Leg)	Motorized Vehicle Accident	Auto traffic accident injures occupant	5:11:00 AM	5:38:00 AM	5:54:00 AM	1.00	28.00	Trauma
			6/21/2020	K20-0287	Back Pain			5:19:00 PM	5:45:00 PM		1.00	27.00	Trauma
			6/23/2020	K20-0290	Chest Pain, Other (Non-Cardiac)	Motorized Vehicle Accident	Auto traffic accident injures occupant	5:43:00 AM	5:57:00 AM	6:10:00 AM	1.00	15.00	Trauma
			6/25/2020	K20-0294	Chest Pain, Other (Non-Cardiac)	Motorized Vehicle Accident	Auto traffic accident injures occupant	3:45:00 AM			1.00		Trauma
			6/26/2020	K20-0296	Injury	Motorized Vehicle Accident	Auto traffic accident injures occupant	2:33:10 PM	2:57:00 PM	3:17:00 PM	0.17	24.00	Trauma
			6/26/2020	K20-0296	Injury	Motorized Vehicle Accident	Auto traffic accident injures occupant	2:33:15 PM	2:57:00 PM	3:17:00 PM	0.25	24.00	Trauma
			7/7/2020	K20-0321	Injury of Hip	Non-Motorized Vehicle Accident	Skateboard accident	5:50:30 PM	6:00:00 PM		0.50	10.00	Trauma
			7/9/2020	K20-0324	Extremity Pain	Physical Exertion	Other accident	8:34:00 PM	8:44:00 PM	9:04:00 PM	1.00	11.00	Trauma

City Administrator Report

July 22 – August 4, 2020

Fire Department Update: N/A

Twenty weeks into the Coronavirus (COVID-19) pandemic. The City continues our efforts toward hygiene and sanitation. PPE is available and available. City facilities require a face-covering upon entry and while in public spaces, if distancing can be achieved and the person comfortable, coverings may be removed in conference rooms and business offices and work areas.

COVID-19 summary of Galveston County is as follows: 112,949 tests given, 8,999 confirmed cases, 3,549 recovered, 73 dead. There are 5,387 active cases, 86 hospitalized, 5,301 are self-quarantined. CLS cases at 21, with 12 recovered. Statewide 3,834,586 tests, 442,014 confirmed, 279,422 recovered cases and 7,016 deaths. Contact tracing continues in the hardest hit counties, Harris Co. leads the state in confirmed cases at 76,642, Galveston County is #10.

Local Disaster Declaration is effect until August 18th, 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-29 requires use of face coverings in public places, businesses, etc. and limits on group sizing.

Weather in the tropics continues to be very active. Hanna, recently hit south Texas and they are in recovery mode now. Today, TS Isaias continues to wreck havoc as it heads inland and spawns tornadoes. As always, no your zone, plan, prepare and protect and be ready to take action if necessary.

COURT PROCESS: Anticipate no new changes as we prepare for court proceedings this month. We will continue with the protocols already established and approved by Office of Court Administration, the Mayor and the Judge.

PERSONNEL: N/A

ROADS/DRAINAGE: Developing a RFP for asphalt companies to look at proposed mill and fill on identified roads, since costs to do complete rebuilding of roads is prohibitive to our overall road inventory strategy. Currently being reviewed by outside party for completeness.

A storm sewer repair has been made at Elm and Clear Lake Road. This was a problem area with paving and the street crumbling due to erosion, subsurface. Storm sewer had a cracked bell between two pieces causing the problem. We will allow the area to settle before adding additional and compacted lifts of rock. It will be finished with paving during pothole repairs, that have been identified and quoted.

POOLS/PARKS: Been talking with Pool Management Company regarding some issues, nothing notable.

DROR AVE: Conveyance documents have been forwarded to Mr. Dror for acceptance to procure road right of way.

ECONOMIC DEVELOPMENT CORP (EDC): Ads continue to run paper and the Islander. There has been discussion regarding the EDC contracting with a local artist(s) to paint school friendly artwork on the sidewalk between Clear lake Road and Marina Bay Apartments on FM2094, as we prepare for the 'new' school year. This will be a utilized pedestrian route as the bridge project progresses. EDC will take

official action to approve at a later unless there are objections expressed. The paint would be water based, would eventually degrade and could be cleaned off easily. Estimated cost of \$1500.

PLANNING/ZONING: The ordinance on the agenda does not change any existing regulations or zones and does not require publication.

PLAZA TEN 06: Natural Gas installation near Okies will be completed once they complete work on the customer side. Centerpoint will not install service to a non-termination point. The connection must be made upon install by their personnel, not left for non-utility personnel. **Update from Centerpoint they will expedite this installation following completion of site work expected to conclude this week. **

CITY HALL: Lighting updated in conference and have contracted for an additional door and landing to access the rear of building at the employee entrance.

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 the currently unnamed city park space at Okie's, defining usage, any reserving ability, liability issues, points of contact, etc. This has been forwarded to city legal for review. ***no update***

Will be working on memorandum of agreement for use of city facilities by Civic Club and Yacht Club. This is in conjunction with the mayor.

AGENDA ITEMS:

Agenda Items referring to ordinance updates. These have been reviewed by Municode and city legal. Some represent changes in code that is obsolete or outdated and updates to newer reference codes