



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, September 3, 2019

6:30 p.m.

Clubhouse - 931 Cedar

Present: Mayor Kurt Otten, Councilwoman Amanda Fenwick, Councilwoman Jan Bailey, Councilman Mark Thompson, Councilwoman Christy Lyons, Councilwoman Angie Terrell, Building Official Kevin Harrell, Police Chief Kenneth Cook, Fire Chief Brent Hahn, City Administrator Brent Spier, 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 Thompson: No report

Councilwoman Lyons: No report

Councilwoman Terrell: Thanked Mayor Otten for holding "Coffee with the Mayor"

Councilwoman Bailey: ditto with Councilwoman Terrell

Councilwoman Fenwick: No report

Mayor Otten: September 27th is Ribbon Cutting Ceremony at Stewart Elementary; pleased with "Coffee with the Mayor" and felt that there was productive conversations.

4. STAFF REPORTS:

Chief Cook: Stats for August - Report attached

Building Official Kevin Harrell: Stats since last meeting; Demolition of 822 Hawthorn; 311 Narcissus -- scheduled for demolition and attorney with mortgage company is trying to save the house; 815 Grove -- no issues as long as maintained.

Fire Chief Brent Hahn: Stats since last meeting; Tropical Storm Ferdinand is not threat to Texas.

City Administrator Brent Spier: Report attached

5. PUBLIC COMMENTS

None

6. NEW BUSINESS:

CONSENT AGENDA:

a. **Check Register: 08/15/19 – 08/28/19**

b. **WF Transfer F-145: Hoerner to Ford**

c. **Council Meeting Minutes August 20, 2019**

d. **City Council Workshop Minutes August 27, 2019**

e. **Quarterly Investment Report for the quarter ending June 30, 2019**

Councilwoman Fenwick made motion to approve Consent Agenda items a, b, d, e
Councilwoman Terrell second the motion

MOTION PASSED UNANIMOUS

Councilwoman Fenwick stated corrections to the minutes for August 20, 2019

*Councilwoman Bailey made motion to accept Consent Agenda item c with changes
Councilwoman Fenwick second the motion*

MOTION PASSED UNANIMOUS

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

- a. **Appoint J. T. Mora, Jr. as second Alternate Municipal Court Judge.**

*Councilwoman Fenwick made motion to approve item a as stated
Councilwoman Lyons second the motion*

MOTION PASSED UNANIMOUS

- b. **Approve Interlocal Cooperation Contract for the Failure to Appear Program through the Texas Department of Public Safety.**

*Councilwoman Lyons made motion to approve item b as stated
Councilwoman Fenwick second the motion*

MOTION PASSED UNANIMOUS

- c. **Resolution 2019-17: A RESOLUTION ADOPTING THE INVESTMENT POLICY OF THE CITY OF CLEAR LAKE SHORES, TEXAS.**

City Administrator Brent Spier stated that a sentence should be stricken from the policy that our city does not need to follow. Request that the resolution be adopted after striking the sentence "The policy shall be reviewed for effectiveness on an annual basis by the Investment Committee and any modifications will be recommended for approval to the City Council".

*Councilwoman Terrell made motion to approve Resolution 2019-17 with the striking of said sentence
Councilwoman Fenwick second the motion*

MOTION PASSED UNANIMOUS

- d. **Discussion only: Provision to Clear Lake Shores Code of Ordinances Sec. 82-57. – Minimum lot; to regulate odd-shaped lots that do not meet the minimum 40 feet frontage.**

City Administrator Brent Spier stated that he wanted City Council be notified that there are approximately 6 lots in the City of Clear Lake Shores that do not meet the 40 foot frontage due to the shape of the lot. They are being labeled as "legal non-conforming use".

Ordinance being reviewed by the attorney and will be brought back to City Council.

NO ACTION TAKEN

- e. **FY 20 Annual Budget**

No discussion

- f. **Ad Hoc Committee to Review, Modify and Provide Recommendations to Clear Lake Shores Code of Ordinances.**

Mayor Otten stated that a review of City Ordinances needs to be done. Wants to create a committee of 4 members consisting of the citizens of Clear Lake Shores and possibly a 3rd party review.

cont'd 09/03/19 minutes

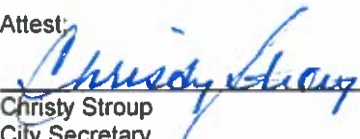
Councilwoman Fenwick made motion to create an Ad Hoc Committee
Councilwoman Lyons second the motion

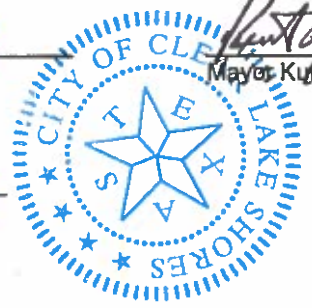
MOTION PASSED UNANIMOUS

8. ADJOURNMENT:

Mayor Otten adjourned the meeting at 7:13 p.m.

Date Approved: 9-17-19 
Mayor Kurt Otten

Attest:

Christy Stroup
City Secretary



CLEAR LAKE SHORES POLICE DEPARTMENT

**1006 South Shore Dr.
Clear Lake Shores, TX 77565**

**Kenneth G. Cook
Chief of Police**

September 03, 2019

Subject: Report for Council Meeting

STATS: For the month of August 2019, the Police Department conducted:

Traffic Contacts: **326**

Driving While Intoxicated: **4**

Narcotic Related: **17**

Burglary of a Habitation: **1**

Theft: **2**

Total Arrests: **57**

Welfare Checks: **31**

Bar Checks: **3**

Assist other Agencies: **9**

Residential Checks while on Vacation Watch: **91**

Business Checks: **2,164**

"That's all I have for tonight".

Chief K.G. Cook

City Administrator Report

August 21 – September 3, 2019

There may be some overlap in this report with other reports. Chief Hahn may not be in attendance as I talked with him earlier and he has no official report.

ROADS/DRAINAGE: I have been reviewing streets in anticipation of crack sealing streets in an effort to get improved longevity from pavement. Been working with Chair Richard Sowery to finalize this budget.

POOLS/PARKS: No update.

ECONOMIC DEVELOPMENT CORP (EDC): CLR Parking Lot project has been a challenge. We are identifying costs to date on project. Contractor reworked last Friday afternoon with little improvement based on my walk around today. The lot has been closed to traffic. Cobb-Fendley is working on a scope of work to stabilize soft areas with lime stabilization or other technology. They are also working with contractor to ascertain additional work. They will move forward with a site survey to verify appropriate elevations to design and will move forward. We may core sample sections of lot to confirm the appropriate amount of surface specified. I am working with Charles Scoville and Ronnie Richards regarding the EDC budget.

PLANNING/ZONING: No update.

PLAZA TEN 06: Will schedule a meeting for next council meeting. Sidewalk Brands dba Okie's continues to make rent payments on time.

CITY HALL: Will be getting with Ron Cox to finalize the materials from the Strategic Plan workshop. Coffee with the Mayor was held this past weekend and had a good turnout and good discussion.

We anticipate bringing a fire protection fee/permitting on-line next year. This would be used to help defray anticipated costs for a shared fire marshal with Kemah.

PUBLIC WORKS: A city drainage easement with a deteriorating bulkhead has been identified off Aspen and we are getting quotes to make necessary repairs. This is located at a city outfall to channel and is only visible to residents residing on Tindel looking south. We are getting quotes for the work.

Fixed a collapsed drain tile/Inlet. Will start on replaced a damaged storm inlet at Oak/North Shore.

Awaiting cost estimate for drainage study at City Hall, 1006 S. Shore Dr.

I will be contacting Galveston Co. Economic Development who offered to help with Texas Fish and Wildlife Grant. I have estimated costs and scope of work and feel like we are in a good position to apply for the grant. This is a process estimated to be between 18 - 36 months in duration.

Removed ambiguous signage from Shellbottom Park/East Shore.

Jammin' on Jarboe was successful over the weekend. Thank you to all who participated and enjoyed the band.

Other Items:

August 23, 2019 Blood drive was successful. There will be a recap in The Islander at a later date.

December 6, 2019 will be the employee Christmas Party at LaBrisa's on SH146. A separate party is anticipated for volunteers as has been customary.

AGENDA ITEMS:

Recommend approval of Interlocal Cooperation Contract for the Failure to Appear Program through Texas Department of Public Safety. This is unchanged contract and needs to be periodically updated with the state.

Resolution 2019-17: The investment policy was obviously copied from another long ago. The PFIA does not require a finance committee nor is it necessary for Clear Lake Shores that language can be stricken from the policy by vote of the council. A committee would be advisable if we had long-term investments and strategic development plans with work scheduled over the course of multiple bond issues. We do not have any of that and we utilize the TexPool for our short-term investments. It is very safe, stable, offers liquidity and returns good interest. We would not qualify for any traditional bonding with our current status as property tax-free city. Our tax revenues are not guaranteed.

Sec. 82-57 -Minimum Lot. The reason this is here is because we have a handful of lots city-wide that does not make the 40' minimum frontage. This came to light as a new home is planned on one of these lots measuring 38.95' across the front (we have smaller ones as well). The current house is scheduled for demo this week with an anticipated construction timeline of 10 months. After discussion with city legal it was determined this would (as would any others) be a legal non-conforming situation and due to no dividing of property was a legal lot prior to the ordinance. All other building requirements apply, minimum lot size, setbacks, pervious surface area/green space, building permitting and inspection, etc.

I only wanted the FY2020 Budget on agenda if there were any other questions that were not addressed during the workshop. Prior to final adoption, at next meeting, I will have R&D and EDC Budgets available. Summary slide.