



## 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, September 15, 2020

6:30 p.m.

Teleconference – Zoom

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**Present:** Mayor Kurt Otten, Councilwoman Amanda Fenwick, Councilwoman Christy Lyons, Councilwoman Angie Terrell, Councilwoman Jan Bailey, Councilman Mark Thompson, Councilwoman Jan Bailey, City Administrator Brent Spier, Police Chief T. Keele, Building Official Kevin Harrell, City Secretary Christy Stroup, EDC President Charles Scoville, KVFD – Chief Steckler; GCHD – Amy Weber

### 1. CALL TO ORDER & DETERMINATION OF QUORUM:

Mayor Otten called meeting to order at 6:32 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:** no report

**Councilwoman Bailey:** Hoping for a smooth transition for the kids going back to school

**Councilwoman Fenwick:** Thank you to the residents for participating in the fire hydrant adoption program and painting; some of the blue reflectors are missing off the roads that mark where fire hydrants are. Would like them to be replaced; Galveston County will accept old boats if you need to turn one in. You can go to Galveston County website to find all the details.

**Mayor Otten:** Thanked everyone for the fire hydrant painting participation

### 4. STAFF REPORTS:

**Chief Tracy Keele:** Ofc. Kayla Sawyer has resigned and excepted a position with Kemah PD; new hire position has been posted on the TML website; golf cart video with Adri is completed; would like to implement a charity a month program; received a donation \$5,728.27 from a group called Texas Angels from golf cart poker run; registry for family assistance for residents that are elderly or not able to mobile themselves out if needed;

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

**Kemah/Clear Lake Shores Volunteer Fire Dept.:** **Chief Steckler** – stats since last meeting; response time has been a little bit longer due to the construction on FM 2094 and Birch Rd.; will start practical training courses for the fire department personnel; appreciated the donation presented to them for the Texas Angels.

**Galveston County Health District Amy Weber:** absent (forwarded reports to Mayor Otten – attachment b)

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

### 5. COMMITTEE REPORTS: Parks and Pool, Roads and Drainage, Zoning Board of Adjustments; Planning and Zoning and Waterfront Compliance

**Parks and Pool Committee:** Bring your own chair and take your chair – do not leave at pool; additional soil is being brought in to dress up the flowerbeds inside the pool area.

Roads and Drainage: Richard Sowrey present and went over report (attachment d)

ZBOA: Meeting at the end of the month – 09/28/20

P & Z: absent

WCC: absent

6. **CIVIC CLUB:** Teresa Otten present – National Night out is 10/06/20 and will start at 6:00 pm at Jarbo Park then head to boat ramp; Meet the Candidates will be 10/14/20 at Paul Shelley Pavilion in Jarbo Park; 10/24/20 is BBQ Cook-off at Jarbo Park; Halloween is still being planned; Thanksgiving Dinner is currently set for 11/07/20 – more details to come.
7. **ECONOMIC DEVELOPMENT CORPORATION:** Charles Scoville present - Sales Tax Revenue is up this quarter; Johnny Boultinghouse appointed Vice President and Amanda Fenwick appointed as Secretary at last meeting; sidewalk are project is in progress; EDC approved slow motion camera and tripod for Adri; Clear Lake Shores EDC, Kemah EDC and CCISD supplied 43 "hotspots" for students at Stewart that do not have internet access at home; approved funding for design of crosswalk and light at Clear Lake Road and Aspen; Mayor, Brent Spier and himself met with Mr. Dror concerning the extension of Dror Ave.; conversating with the team that has taken over the old Strawberry Fields building and the possible relocation of Galveston Beer Company and Tap Room to Clear Lake Shores.

*Councilwoman Angie Terrell* thanked Charles Scoville and EDC for all their efforts and his personal involvement in helping the students at Stewart Elementary.

8. **PUBLIC COMMENTS:**

No comments

9. **NEW BUSINESS:**

**CONSENT AGENDA:**

- a. **Check Register: 08/27/20 thru 09/09/20**
- b. **Waterfront Transfer B-033**

*Consent agenda passed with no objections*

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

- a. **ORDINANCE 2020-18: AN ORDINANCE OF THE CITY OF CLEAR LAKE SHORES, TEXAS, AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE II. – CITY COUNCIL, SECTION 2-27(d)(2) – STANDING AND SPECIAL COMMITTEE GUIDELINES OF THE CODE OF ORDINANCES OF THE CITY OF CLEAR LAKE SHORES, TEXAS BY ADOPTING THE MODIFICATION OF CHAPTER 27**

*Councilwoman Fenwick* made motion to approve Ordinance 2020-18  
*Councilwoman Terrell* second the motion

*Motion passed unanimous*

- b. **Appointment of Jeff Terrell to Roads and Drainage Committee for two-year term.**

*Councilwoman Lyons* made the motion to appoint Jeff Terrell to Roads and Drainage  
*Councilwoman Fenwick* second the motion  
*Councilwoman Terrell* recused herself from vote

*Motion passed unanimous*

- c. **Revision of Personnel Policy Manual pertaining to Pay Period Schedule.**

**City Administrator Brent Spier** stated that at some point the pay schedule changed to what we currently follow but was not changed in the manual. This change will update the pay schedule

that we are already following.

**Councilwoman Fenwick** made motion to accept Ordinance 2020-13  
**Councilwoman Lyons** second the motion

**Motion passed unanimous**

**d. Rescheduling October 6, 2020 City Council meeting to October 7, 2020.**

**Mayor Otten** stated that Nation Night Out is October 6, 2020 and suggested the change in date so that residents could participate.

**Councilwoman Bailey** made motion to change meeting date  
**Councilman Thompson** second the motion

**11. ADJOURNMENT:**

**Mayor Otten** stated that Bay Area Heart walk is coming up, Thursday, November 12<sup>th</sup>. It will be virtual this year but is possibly going to put together a walk around the island. He will be bringing more details in the future.

**Mayor Otten** adjourned the meeting at 7:30 p.m.

Date Approved: 10-7-20



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** September 1st- September 15<sup>th</sup>, 2020

### **Building Department:**

**Six new permits** were issued since our last meeting. Five of the permits were minor construction. A new extensive remodel at 602 Clear Lake Rd.

**303 Oak** is a new construction home. The pilings were driven, and framing has been started.

**727 Pine** is a new construction home. The pilings were driven.

**620 Marina Bay** is remodeling a lease space for a new hair salon. The construction is ongoing. Soon to be complete.

**815 Grove:** Is Complete, and Occupancy certificate was issued.

**819 Cedar:** The home is on hold until a new building permit has been issued.

**Okie's Yardhouse:** The contractor has closed up the cooler buildings and insulate the mobile food shed. Construction has slowed because of the past hurricane.

**903 Juniper:** The contractor has started the exterior framing, and electrical, plumbing, and mechanical rough-in inspection will begin soon.

**Aspen's 817 Clear Lake Rd** has a new staircase and walkway is be constructed, and Gulf Coast Palapas has install a new canopy and cover for the front and southside of the building.

**Schafer's Grill** has installed a new 400-amp service to make and has started on the rough electrical and plumbing for the upstairs bar.

### **Code Enforcement:**

I have 1 code enforcement cases since our last CC meeting.

One case of high grass and weeds is working to remove the violation they have a court case coming up.

One case is planting trees in the Right-of-Way. The homeowner has complied.

### **Waterfront Leases:**

The Waterfront Review board met August 31, 2020. The Review board will be addressing City Council will our recommendations at the next City Council meeting.

**Clear Lake Shores Disposition Type Breakdown** **Date: Monday, September 14, 2020**  
**Time: 1:23:47 PM**

**Dispatched Time between** 2020-08-13 and 2020-09-13

**Disposition Breakdown**

<b>Disposition</b>	<b>Total</b>
Patient Treated, Transferred Care to Another EMS Professional	1
	1



Patient Treated, Transferred Care to Another EMS Professional

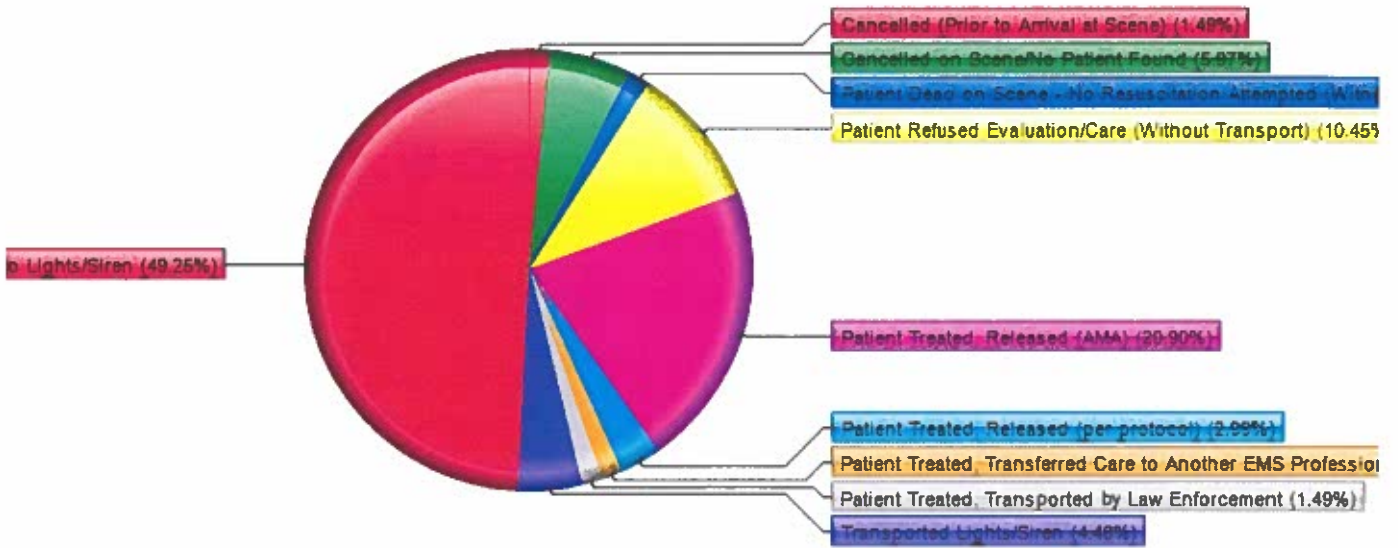
**Kemah Disposition Type Breakdown**

Date: Monday, September 14, 2020  
Time: 1:24:51 PM

Dispatched Time between 2020-08-13 and 2020-09-13

**Disposition Breakdown**

Disposition	Total
Cancelled (Prior to Arrival at Scene)	1
Cancelled on Scene/No Patient Found	4
Patient Dead on Scene - No Resuscitation Attempted (Without Transport)	1
Patient Refused Evaluation/Care (Without Transport)	7
Patient Treated, Released (AMA)	14
Patient Treated, Released (per protocol)	2
Patient Treated, Transferred Care to Another EMS Professional	1
Patient Treated, Transported by Law Enforcement	1
Transported Lights/Siren	3
Transported No Lights/Siren	33
	<b>67</b>



Incident Date between 2020-08-13

and 2020-09-13

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 68									
Galveston				County Total 68									
		Kemah		Count 5									
			8/14/2020	K20-0390									
			8/16/2020	K20-0396									
			8/18/2020	K20-0408									
			8/25/2020	K20-0422									
			9/8/2020	K20-0450									
		Medical											
		Kemah		Count 44									
			8/15/2020	K20-0393	No Complaints or Injury/Illness Noted			12:17:00 AM				1.00	Medical
			8/15/2020	K20-0394	Hypertension			7:32:00 PM	8:03:00 PM			1.00	32.00 Medical
			8/16/2020	K20-0397	Alcohol use			1:25:00 PM				7.00	Medical
			8/16/2020	K20-0399	Heat Exhaustion			5:33:00 PM				2.00	Medical
			8/16/2020	K20-0401	Anxiety reaction/Emotional upset			7:12:00 PM				2.00	Medical
			8/17/2020	K20-0403	Seizures			12:45:00 PM	1:04:00 PM	1:20:00 PM		1.00	20.00 Medical
			8/17/2020	K20-0404	Poisoning / Drug Ingestion			4:42:00 PM	4:52:00 PM	5:10:00 PM		1.00	11.00 Medical
			8/18/2020	K20-0405	Syncope / Fainting			9:52:00 AM	10:14:00 AM	10:31:00 AM		1.00	23.00 Medical
			8/18/2020	K20-0406	Syncope / Fainting			3:09:00 PM	3:25:00 PM	3:57:00 PM		1.00	17.00 Medical
			8/19/2020	K20-0410	Suicidal Ideation			6:16:00 AM	6:29:00 AM	6:44:00 AM		1.00	14.00 Medical
			8/19/2020	K20-0411	Unconscious			9:29:00 AM	9:38:00 AM	9:50:00 AM		0.17	9.17 Medical
			8/21/2020	K20-0415	Generalized Weakness			10:57:00 AM	11:18:00 AM	11:38:00 AM		1.00	22.00 Medical
			8/21/2020	K20-0416	Syncope / Fainting			1:33:00 PM				1.00	Medical
			8/22/2020	K20-0417	Pregnancy related conditions			7:51:00 PM	7:58:00 PM	8:20:41 PM		1.00	8.00 Medical
			8/25/2020	K20-0419	Alcohol use			2:25:00 AM	2:59:00 AM	3:08:00 AM		1.00	35.00 Medical
			8/25/2020	K20-0420	Respiratory Arrest			9:03:00 AM				5.00	Medical
			8/25/2020	K20-0421	Hemorrhage			3:00:00 PM	3:14:00 PM	3:30:00 PM		0.00	14.00 Medical
			8/26/2020	K20-0423	Seizures			12:34:00 AM				1.00	Medical
			8/26/2020	K20-0425	Behavioral/psychiatric episode			12:26:25 PM	12:46:00 PM			0.42	20.00 Medical
			8/26/2020	K20-0426	Acute Respiratory Distress (Dyspnea)			2:56:25 PM	3:15:00 PM	3:42:00 PM		0.42	19.00 Medical
			8/28/2020	K20-0429	Abdominal Pain			9:23:00 PM	9:47:00 PM	9:59:00 PM		1.00	25.00 Medical
			8/29/2020	K20-0431	Hypotension			7:35:00 PM	8:13:00 PM	8:43:00 PM		3.00	41.00 Medical
			8/29/2020	K20-0432	Unconscious			11:39:15 PM				0.25	Medical
			8/30/2020	K20-0433	No Complaints or Injury/Illness Noted			5:31:30 AM				0.50	Medical
			8/30/2020	K20-0434	Alcohol use			12:40:00 PM	12:55:00 PM	1:14:00 PM		2.00	17.00 Medical
			8/31/2020	K20-0436	No Complaints or Injury/Illness Noted			8:15:00 AM	8:35:00 AM			1.00	21.00 Medical
			9/1/2020	K20-0437	Headache			10:33:00 AM	10:50:00 AM	11:10:00 AM		1.00	18.00 Medical
			9/2/2020	K20-0439	Nausea			7:13:00 AM	7:48:00 AM	8:04:00 AM		1.00	36.00 Medical
			9/3/2020	K20-0440	Abdominal Pain			10:25:00 AM	10:29:00 AM	10:55:00 AM		1.00	5.00 Medical
			9/3/2020	K20-0441	Cancer			3:14:00 PM	3:36:00 PM	4:06:00 PM		1.00	23.00 Medical
			9/3/2020	K20-0442	Extremity Pain	Falls	Fall on same level	5:45:00 PM	6:08:00 PM	6:29:00 PM		1.00	24.00 Medical

		9/5/2020	K20-0443	Abdominal Pain			6:47:00 AM	6:54:00 AM	7:15:00 AM	1.00	8.00	Medical
		9/5/2020	K20-0444	Syncope / Fainting			6:43:00 PM	6:56:00 PM	7:13:00 PM	1.00	14.00	Medical
		9/5/2020	K20-0445	Anxiety reaction/Emotional upset			8:50:20 PM			0.33		Medical
		9/6/2020	K20-0446	No Complaints or Injury/Illness Noted			2:53:00 PM	3:15:00 PM		0.00	22.00	Medical
		9/6/2020	K20-0447	Dizziness			4:39:00 PM	4:52:00 PM	5:19:00 PM	1.00	14.00	Medical
		9/6/2020	K20-0448	Syncope / Fainting			6:10:00 PM			2.00		Medical
		9/7/2020	K20-0449	No Complaints or Injury/Illness Noted	Intentional Self Harm	Intentional self-harm by other means	12:18:00 AM			1.32		Medical
		9/8/2020	K20-0452	Poisoning / Drug Ingestion			11:54:00 AM	12:07:00 PM	12:22:00 PM	1.00	14.00	Medical
		9/8/2020	K20-0451	Diabetic Hyperglycemia			8:01:00 AM	8:13:00 AM	8:31:00 AM	1.00	13.00	Medical
		9/9/2020	K20-0453	Malaise			1:03:00 AM	1:11:00 AM	1:28:00 AM	0.00	8.00	Medical
		9/11/2020	K20-0457	Chest Pain / Discomfort			11:55:00 AM	12:03:00 PM	12:24:00 PM	1.00	9.00	Medical
		9/12/2020	K20-0460	Back Pain	Falls	Fall from bed	12:48:00 PM	1:24:00 PM	1:59:00 PM	2.00	38.00	Medical
		9/12/2020	K20-0461	Seizures			6:55:00 PM	7:20:00 PM	7:39:00 PM	1.00	26.00	Medical
	Medical & Trauma											
	Kemah											
				Count 3								
		8/18/2020	K20-0409	Syncope / Fainting			9:34:00 PM	9:49:00 PM	10:05:00 PM	1.00	16.00	Trauma
		9/1/2020	K20-0438	Generalized Weakness	Falls	Fall on same level	4:02:10 PM	4:20:00 PM	4:44:00 PM	0.17	18.00	Trauma
		9/9/2020	K20-0454	Laceration/Abrasion/Hematoma (minor surface trauma)	Intentional Self Harm	Intentional self-harm with sharp object	11:32:00 AM	11:59:00 AM		2.00	29.00	Trauma
	Trauma											
	Clear Lake Shores											
				Count 1								
		8/18/2020	C20-0407	Suicide attempt	Firearms	Discharge of unspecified firearms (Undetermined Intent)	5:43:00 PM			1.00		Trauma
	Kemah											
				Count 15								
		8/14/2020	K20-0391	Injury of Head	Falls	Fall on same level	1:55:00 PM			5.00		Trauma
		8/14/2020	K20-0392	Injury of Neck	Motorized Vehicle Accident	Auto traffic accident injures occupant	5:10:00 PM	5:37:00 PM	5:57:00 PM	1.00	28.00	Trauma
		8/16/2020	K20-0395	No Complaints or Injury/Illness Noted	Assault	Assault with bodily force	2:02:00 AM			1.00		Trauma
		8/19/2020	K20-0412	Injury of Head	Intentional Self Harm	Intentional self-harm by other means	9:03:00 PM			0.00		Trauma
		8/20/2020	K0-0413	Injury of Head	Falls	Fall from chair	1:21:30 PM	1:32:00 PM	1:52:00 PM	0.50	11.00	Trauma
		8/20/2020	K20-0414	Injury of Face	Non-Motorized Vehicle Accident	Pedal cyclist injured in non-traffic accident	8:28:30 PM	8:38:00 PM		0.50	10.00	Trauma
		8/23/2020	K20-0418	Injury of Head	Assault	Assault with bodily force	3:25:00 AM	3:35:00 AM		1.00	11.00	Trauma
		8/26/2020	K20-0425	Injury of Lower Leg	Falls	Fall on same level	11:09:00 AM	11:18:00 AM	11:36:00 AM	1.00	10.00	Trauma
		8/26/2020	K20-0427	Injury	Assault	Assault with bodily force	11:12:30 PM	11:22:00 PM		0.50	10.00	Trauma
		8/28/2020	K20-0428	No Complaints or Injury/Illness Noted			5:35:00 PM			1.00		Trauma
		8/29/2020	K20-0430	Non-ST elevation myocardial infarction (NSTEMI)	Burns	Unspecified hot objects contact	4:32:15 PM			0.25		Trauma
		8/30/2020	K20-0435	Back Pain	Motorized Vehicle Accident	Auto traffic accident injures occupant	8:17:00 PM	8:42:00 PM	9:03:00 PM	2.00	27.00	Trauma
		9/10/2020	K20-0455	No Complaints or Injury/Illness Noted	Motorized Vehicle Accident	Other vehicle accident injures occupant	7:32:15 AM	7:40:00 AM	7:54:00 AM	0.25	8.00	Trauma



			9/10/2020	K20-0456	Injury	Motorized Vehicle Accident	Auto traffic accident injures occupant	1:25:20 PM	1:39:00 PM	1:55:00 PM	0.33	14.00	Trauma
			9/11/2020	K20-0458	Chest Pain, Other (Non-Cardiac)	Motorized Vehicle Accident	Auto traffic accident injures occupant	10:18:00 PM			1.00		Trauma

## City Administrator Report

September 2 - 15, 2020

Fire Department Update: N/A

Twenty-six weeks into the Coronavirus (COVID-19) pandemic, it remains with us.

COVID-19 summary of Galveston County is as follows: 137,820 tests given, 10,575 confirmed cases, 8,139 recovered, 112 deaths. There are 2,324 active cases, 82 hospitalized, 2,242 are self-quarantined. CLS cases at 23, with 20 recovered. Statewide 5,033,554 tests, 617,333 confirmed, 514,861 recovered cases and 12,681 deaths. Contact tracing continues in the hardest hit counties, Harris Co. leads the state in confirmed cases at 106,595, Galveston County continues a downward trend and is currently #13.

Gov. Abbott stated August 26 in an interview when discussing the possibility of opening up Texas – he was watching three things, ‘One is the hurricane, two is the opening of schools and three is Labor Day. If we can continue the downtrends through those three different challenges ... then we will be taking a look at further openings.’”

Local Disaster Declaration COVID-19 in effect until September 15, 2020 at 12:00am.

Weather in the tropics continues to be very active. I for one am glad that based on projections, ‘Nana’ will not be visiting us as she storms through Belize, Mexico, Guatemala, Roatan, Honduras. That area is already impacted by travel restrictions, loss of tourist revenue and the required isolation – it will not be easy for them.

Concluded an after action hot-wash following Hurricane Laura. Although it was a non-factor for us, it did allow us to utilize our procedures and make adjustments as needed. We are watching the next wave of activity off the coast of Africa.

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: Rolled out the employee self-evaluation process this week. It will be tied to the Strategic Plan that was accepted earlier this year, focus on fiscal responsibility, teamwork and transparency/communication. Employees will also be able to pick additional topics and describe personal and professional development over the last year. Meetings with employees will take place.

ROADS/DRAINAGE: Receiving estimates from companies regrading asphalt overlays. I will expect to have an ordinance change regarding Roads and Drainage and member make-up to help it operate more efficiently.

Met with vendor who quoted pothole, stop block painting and crack sealing. This was one of several quotes received. Once we confirm permit, license and insurance we will move forward. This will include the repair at Elm and Clear Lake Road. He was to start last week but Lura put a damper on that. I will reconnect with him this week.

**POOLS/PARKS:** Wooden pool furniture re-sealed, may get another season out of it. This weekend will conclude the guarded season. We are adding some dirt to the existing beds to aid in moisture retention and adjusting some sprinkler heads.

**DROR AVE:** Had a lunch set-up with Mr. Dror regarding r-o-w. This lunch was cancelled in anticipation of Laura affecting the area. Will be rescheduled.

**ECONOMIC DEVELOPMENT CORP (EDC):** Sidewalk art project has started with EDC. Amy Cortez Albro, Soulfreak Studio, started prep today and should conclude within a couple weeks.

**PLANNING/ZONING:** N/A

**PLAZA TEN 06:** Renter has completed work on placing conduit for gas lines at Okie's, this should be moving forward soon. Centerpoint is next to complete. Electrical work was being roughed in today at the panel.

**CITY HALL:** N/A

**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:**

Meeting with TXDoT, other partners and Portofino Homeowners Association, Friday, September 4 @1:30pm in East Clubhouse by pool at Portofino. This will be to introduce formally and answer questions regarding new boat ramp access in Kemah.

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.

Anticipate changes to Golf Cart Ordinance to take into account recent state law and identify city limits more accurately.

**AGENDA ITEMS:**

**Proposed budget has been forwarded and is in packet.**