



Meeting Minutes City Council

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Tuesday, November 4, 2020 6:30 p.m. 931 Cedar, Clear Lake Shores, Texas

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

Absent: Councilwoman Jan Bailey, KVFD Chief Rob Steckler and GCHD 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. REPORTS FROM COUNCIL:

Councilman Thompson: No report

Councilwoman Lyons: No report

Councilwoman Terrell: No report.

Councilwoman Bailey: No report

Councilwoman Fenwick: Thanked election clerks Eileen Ponton, Stacey Ayers, Rosario Barrientos, Monica Gonzales, Oriola Acosta for their efforts and working the election.

Mayor Otten: Bay Area Heart walk coming up; Congratulated the top 3 Council selectees; Coastal Barrier study virtual meetings are November 16th, December 3rd and 8th; requested the parks committee look closely at the parks and consider upgrading the playground equipment.

4. STAFF REPORTS:

Chief Tracy Keele: Thanked the outgoing Council for their support; stats for the month of October; Hiring additional officer is still in process; The Grinch is attentively scheduled for December 17th @ 5: 30 pm and Christmas Tree Lighting is December 3rd.

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

Kemah Volunteer Fire Dept. Chief Steckler absent

Galveston County Health District Amy Weber: absent

City Administrator Brent Spier: report attached (attachment b)

5. PUBLIC COMMENTS:

Allan Batchelor 1024 Forest: Asked if the Texas Parks and Wildlife Grant would include no wake markers at the 150' mark away from the boat ramp

6. NEW BUSINESS:

CONSENT AGENDA:

- a. **Check Register: 10/05/2020 thru 10/28/2020**
- b. **Council Meeting Min. 10/07/2020 (Regular meeting)**
- c. **Council Meeting Min 10/20/2020 (Regular meeting)**
- d. **WF Transfer C-086: Beauchamp to Nelson**

Councilwoman Fenwick asked that item d be pulled

Consent agenda a, b, c passed

Councilwoman Fenwick noted that the Waterfront up for transfer had not passed inspection and inquired why it was placed on the agenda? City Secretary Christy Stroup stated that it was an oversight on her part and placed on the agenda in error.

Ms. Ramsey, the real estate agent for Mr. Beauchamp was present and requested that the transfer be postponed until the next meeting to give the Mr. Beauchamp and Mr. Nelson the opportunity to look at the non-compliance issue and make a decision on the repairs. She stated that they had no notification of the repairs needed until the day prior to this meeting.

Councilwoman Fenwick made motion to deny transfer of C-086
Councilwoman Terrell second the motion

3 yes – Councilwoman Fenwick, Councilwoman Terrell and Councilwoman Lyons
1 nay – Councilman Thompson

MOTION PASSED

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

- a. **Appointment of Beth Atherton and Jesse Young to the Parks and Pool Committee.**

Councilwoman Terrell made motion to discuss item a
Councilwoman Fenwick second the motion

City Administrator Brent Spier stated that Mark Thompson submitted his application late and was forwarded to the council prior to the meeting.

Discussion was made on who makes the recommendations for appointment to committees.

Councilwoman Terrell made a motion to appoint Jesse Young and Mark Thompson
Councilwoman Lyons second the motion

3 yes – Councilwoman Terrell, Councilwoman Lyons and Councilwoman Fenwick
Abstained – Councilman Thompson

MOTION PASSED

- b. **Re-appointment of Richard Sowrey and Pam Zuteck to the Zoning Board of Adjustments.**

Councilwoman Lyons made motion to appoint as stated
Councilwoman Fenwick second the motion

MOTION PASSED UNANIMOUS

- c. **Appoint 2 positions to the Waterfront Compliance Committee to fill expired positions.**

Councilwoman Fenwick made motion to appoint Craig Ramsey and Charles Hammaker
No second

MOTION DIED DUE TO LACK OF SECOND MOTION

Councilwoman Lyons made motion to appoint Don Milbauer and Doug Whitmarsh
Councilman Thompson second the motion

2 yes – Councilwoman Lyons and Councilman Thompson
2 nays – Councilwoman Fenwick and Councilwoman Terrell

Mayor Otten voted yes to break tie

MOTION PASSED

- d. **Pavement Management Program for existing city streets contracted through Pavement Management Group.**

Councilwoman Terrell made motion to approve Pavement Management Group
Councilwoman Fenwick second the motion

MOTION PASSED UNANIMOUS

- e. **EXECUTIVE SESSION: Personnel Matters: it authorizes certain deliberation about officers and employees of the governmental body to be held in executive session (1) to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: City Administrator Brent Spier, Chief of Police Tracy Keele and City Secretary Christy Stroup.**
- f. **EXECUTIVE SESSION: Pursuant to Section 551.072 authorizes a governmental body to deliberate in executive session on certain matters concerning real property.**

Recessed to Executive Session: 7:22 pm
Reconvened: 8:24 pm

8. ADJOURNMENT:

Mayor Otten adjourned the meeting at 8:24 p.m.

Date Approved: _____

11/17/20



Mayor Kurt Otten

Attest:

Christy Stroup
City Secretary



CITY OF CLEAR LAKE SHORES

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 Clear Lake Shores, Texas 77565
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Building Official Report October 20th - November 4th, 2020

Building Department:

Twelve new permits were issued since our last meeting. Eleven of the permits are minor construction. A new pool construction permit on Oak St.

Current Residential Construction: I currently have five new homes being constructed in various states of construction. 819 Cedar, 835 Grove, 303 Oak, 727 Pine, & 903 Juniper

New Residential Construction Plan Review: I am currently reviewing a new construction home at 518 Pine St.

New Commercial Construction:

Okie's Yardhouse: The construction is ongoing. The South exterior wall was found with wood rot and was reframed, insulated, and new Hardie board siding. The interior coolers are being insulated and new lay-in ceiling is being installed. The outdoor kitchen has been plumbed for gas and electric.

Aspen's Grill: Construction is ongoing. Guardrails are being installed on the second story walkway. Mechanical contractors and fire suppression contractors are also installing a new Stainless-Steel Type 1 Kitchen Hood and Ansul Fire Suppression approved by the Fire Marshal.

Schafer's Grill: The second story bar is finalizing its construction and I

Code Enforcement:

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

Unsafe structure at Elm Rd. I inspected the property inside and out. I am working on a report of my findings and will present it to the City Council on Nov. 17th

Waterfront Leases:

I did an inspection last week of the island's waterfront bulkheads and piers during a very low tide last week. Many of the waterfront leases and piers need replacing. I am currently working on a report for all troubled areas.

City Administrator Report

October 21 – November 4, 2020

WELCOME BACK! To face to face meetings. All COVID precautions apply.

Thirty- two weeks into the Coronavirus (COVID-19) pandemic, a downward trend continues locally.

COVID-19 summary 45 cases in Clear Lake Shores, 45 recovered, no deaths – no change. Continue current practices.

Gov. Abbott continues a slow approach to reopening with bars now returning to patrons on-site.

Weather in the tropics is slowing. Currently named storm Eta is not expected to impact us.

Voting has concluded and it was a well-attended election. Record voter turnout was realized.

COURT PROCESS: No update.

PERSONNEL: No update. Employee annual evaluations will take place this month. I will meet individually with each who report to me and help set goals for the coming year.

ROADS/DRAINAGE: R/D met with a consultant to physically review our roads. He utilizes a pavement management system to evaluate and track pavement. R/D met with a vendor who does that work via zoom. Upon evaluation of the program it has many merits including a complete inventory of roadways, calculation of area, material and surface conditions are notes – it is even video captured in high resolution and saved to a database that will allow user to click a point and view for comparison sake, year to year or as updated. City would own the data in a non-proprietary format, excel and mp4.

No update from Centerpoint Gas on Narcissus. Resident complaint has also been forwarded on to them regarding gas service and meter condition.

PARKS: Shell Bottom Ramp is open. End of courtesy dock is off-limits due to damage and cost to repair. TPWD Grant for Boater Access is moving forward as I have enlisted a proposal from an engineering firm. As this moves forward I will keep you appraised.

Sunset/Lowell Brown pier sustained damage from high tide and wave action. Upon review, it is more complicated than replacing some deck boards and twinning a joist or two. Piers, joists, headers and deck is in need of replacement. \$36K +/- is cost to remove and rebuild. It is 15 years old. ***Upon further inspection during low tide, the bulkhead is also in unsafe condition. It was closed to all users and we are waiting bids that include bulkhead replacement. ***

DROR AVE: Working to acquire necessary R-O-W, Galveston County has been made aware.

ECONOMIC DEVELOPMENT CORP (EDC): New crosswalk signalization has been ordered. Poles and bases have been recieved. Electric service and lighting bid packet being readied for East Lot, may have some changes forthcoming due to scope of work. Until that is determined I am holding this.

PLANNING/ZONING: N/A

PLAZA TEN 06: N/A

CITY HALL: We will host a Birch Rd. Bridge construction progress meeting tomorrow at 9AM. Currently refreshing quotes for painting of city hall and clubhouse.

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:

November 30 – Christmas Tree Frame, December 1 – Decorating, December 3 – Lighting.

December 17 – Grinch Parade, Jarboe, 5PM (tentatively)

AGENDA ITEMS:

Pavement Management Program for existing city streets contracted through Pavement Management Group. *(City Admin. Brent Spier)*

Executive Session: Property acquisition, r-o-w, summary.