



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, January 23, 2018

7:00 p.m.

Clubhouse - 931 Cedar

Present: Mayor Michael McNamara, Mayor Pro-Tem Amanda Fenwick, Councilman Bryan Hoerner, Councilwoman Jan Bailey, Councilwoman Christy Lyons, A.C. David Donaldson, City Secretary Christy Stroup, Bldg. Official Kevin Harrell, Fire Chief Brent Hahn, City Atty. Leah Hayes

1. CALL TO ORDER & DETERMINATION OF QUORUM:

Mayor McNamara called meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA AND TO THE TEXAS FLAG.

Mayor McNamara lead the Pledge of Allegiance to the Flag of the United States of America and the Texas Flag

3. WORKSHOP: Discussion and recommendations for the Main Pier along Clear Lake Road (report attached)

Jim Adams presented the common pier repair plans along with the estimates from the trades who would perform the reconstruction. All leaseholders are aware of the reconstruction and the cost involved and are prepared to pay their portion.

Jim Adams asked the City if they were willing to be the front of the project so that the contractors can be paid by one entity instead of 13. The leaseholders would then in turn pay the City for the expenses incurred within 60 days.

Mayor McNamara mentioned that the City would possibly change the lease agreement for the Common Pier leaseholders.

Councilwoman Bailey re-iterated a 60 day payback to the City from the leaseholders and Jim Adams stated that is correct or if the City would rather do 30 days it would be up to the Council.

Patrick Michaelski asked if the proper bid process was followed upon receiving the bids?

Mayor McNamara stated that there is a certain threshold that if reached the city has to go out for bids on a project and the City Attorney confirmed.

If the leaseholders pay for the project then the bid process would be null and void.

Workshop closed at 7:15 pm

4. REPORTS FROM COUNCIL:

Councilman Hoerner – No report

Councilwoman Lyons – No report

Councilman Solmonsson – Galveston County Transit authority meeting coming up

Councilwoman Bailey – No report

Mayor Pro-Tem Fenwick – Galveston County Emergency Response Team has an academy starting up February 6th if anyone is interested in being a part of CERTS and becoming certified to help when disasters hit in Galveston County and at the next council meeting a presentation for the local members of C.E.R.T.S. who help with response during Hurricane Harvey; League City Chamber will be hosting the Excellence Awards Ceremony and is requesting Clear Lake Shores Council to provide a dessert for the auction and if anyone wants to donate then a dessert will be presented at the auction from the City; Since we were a sponsor of the Christmas Boat Parade a plaque was presented to the City of Clear Lake Shores to display at City Hall.

Mayor McNamara – Longtime resident Rob Shore has passed away; City Election is in May and the candidate applications are due February 16th. 3 Council positions are up for election; Galveston County Food Bank donation boxes are downstairs thru February 4th.

5. STAFF REPORTS:

Chief Cook: The Police Department just went through the TCOLE audit and they found no deficiencies; attending Chief School in Huntsville the entire following week.

Building Official Kevin Harrell: Permit and Code Enforcement stats since last meeting; gathering information and should be getting the FEMA reimbursement estimate shortly.

Fire Chief Brent Hahn: Reported that they had 804 calls last year which is the most in the history of the department. Fire Department received a grant for a high water vehicle which will help in situations like the previous hurricanes. Support CERT teams and funding of the organizations because of the help that they provide to residents. They are currently recruiting for the Fire Department. Mayor stated the Fire Department just had their financial audit and came back with the highest marks possible.

6. COMMITTEE REPORTS:

Roads and Drainage: *Mayor McNamara* said the City engineer has completed the plans for the next street project and will be meeting with R & D and hopefully will have a report by next meeting.

Planning and Zoning: No report

Waterfront Compliance: No report

Parks and Pool: Chris Richardson said that we lost several plants and a queen palm due to the freeze. Mulch we received from our resident is being spread throughout the parks.

Landscape and Beautification: No report

7. UNSCHEDULED VISITORS:

Ronnie Richards: Butlers Courtyard in League City is hosting a coffee for a political forum on Friday.

8. ECONOMIC DEVELOPMENT CORPORATION: No report

9. CIVIC CLUB: No report

10. NEW BUSINESS:

CONSENT AGENDA:

- a. **Check Register: December 28, 2017 thru January 10, 2018**
- b. **Minutes from Regular meeting held January 2, 2018**
- c. **Racial Profile Report for CLSPD 2017**
- d. **Waterfront Trade A-003B/A-004A: James Adams and Randall Haynes**

Mayor Pro-Tem Fenwick made motion to accept Consent Agenda A, C and D.
Councilman Hoerner second the motion

MOTION PASSED UNANIMOUS

Mayor Pro-Tem Fenwick made motion to accept item b
Councilwoman Bailey second the motion

MOTION PASSED – Councilman Hoerner abstained

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

- a. **Make recommendation for open position on Board of Directors for Harris-Galveston Subsidence District.** (*Mayor Michael McNamara*)

Mayor Pro Tem Fenwick made motion to appoint Shannon Lucas to the Board of Directors for the Harris-Galveston Subsidence District.
Councilman Solmonsson second the motion

MOTION PASSED UNANIMOUS

- b. **Appoint members to the Communications Task Force.** (*Mayor Pro-Tem Amanda Fenwick*)

Communications Task Force was originally brought up to put together a committee to help with communication to the residents during specific events and/or natural disasters. The committee is to be made up of Mayor McNamara, Mayor Pro-Tem Fenwick and 4 residents. Out of the applications received Mayor Pro-Tem Fenwick has put together her list of recommendations as follows Pam Linbeck, Adriana Richey, Laura Stokes and Kari Kelly.

Mayor Pro-Tem Fenwick made motion to appoint Pam Linbeck, Adriana Richey, Laura Stokes and Kari Kelly to the Communications Task Force.
Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

- c. **Approve Interlocal Agreement between Kemah and Clear Lake Shores in reference to Stewart Elementary Renovation/Construction.** (*Mayor Michael McNamara*)

Mayor Pro-Tem Fenwick made motion to approve Interlocal Agreement
Councilman Hoerner second the motion

Stewart Elementary is about to undergo renovation for approximately \$38,000,000 and part of the renovation is in the Clear Lake Shores. Our building official, Kemah building official and the fire department will be overseeing the project.

Councilwoman Bailey asked what is exactly going on the Clear Lake Shores side? Kevin stated that it is a building with 6 classrooms, restrooms and mechanical room.

Councilwoman Bailey questioned the review of the plans. Kevin stated that a third party is doing the review of the plans but he will do the inspections for Clear Lake Shores side and the inspector for Kemah will do inspections for their side.

MOTION PASSED UNANIMOUS

d. Recommendation and appointment to the Emergency Services Board.

(Mayor Michael McNamara)

Mayor McNamara made recommendation to appoint **Mayor Pro-Tem Fenwick**

Councilwoman Bailey made motion to appoint **Mayor Pro-Tem Fenwick** to the
Emergency Services Board

Councilwoman Lyons second the motion

MOTION PASSED UNANIMOUS

e. Resolution 2018-01: A resolution of the City of Clear Lake Shores, Texas providing that a General Municipal Election to be held on May 5, 2018 for the purpose of electing three (3) Council Members; designating the polling place; providing the form of the ballot for such election; directing and giving notice of such election; and providing details relating to the holding of such election. *(Mayor Michael McNamara)*

Councilman Hoerner made motion to accept Resolution 2018-01

Mayor Pro-Tem Fenwick second the motion

MOTION PASSED UNANIMOUS

f. Take action and approve recommendation for Main Pier. *(Mayor Michael McNamara)*

Councilman Hoerner made motion to take action on recommendation for Main Pier

Councilman Solmonsson second the motion

Mayor McNamara stated that the City cannot pay for the repairs. Leaseholders will need to fund the project and prepare and agreement between parties and decide the outcome if they falter on the agreement.

Councilman Hoerner amended his motion to read the leaseholders move forward with their recommendations with the understanding that the leaseholders will pay for the repair work and sign an agreement with the City (Councilwoman Bailey made a statement but was not detectible on the recording).

No second

More discussion concerning the wording of the agreement and it was stated to bring back to council for review.

Councilman Hoerner withdrew his motion and restated new motion:

Extend Pier Group, LLC deadline until February 20th to present agreement to City Council.

Councilwoman Bailey second the motion.

MOTION PASSED UNANIMOUS

RECESS CITY COUNCIL MEETING at 8:08

Moved to reconvene Plaza Ten 06 meeting.

RECONVENE CITY COUNCIL MEETING at 8:58 pm

g. Notice of termination of agreement with Sidewalk Brands. *(Mayor Michael McNamara)*

Mayor Pro-Tem Fenwick made motion to issue joint notice of termination to Sidewalk Brands Contract with City of Clear Lake Shores, Economic Development Corporation and Plaza Ten 06 Corporation.

Councilman Solmonsson second the motion

MOTION PASSED UNANIMOUS

h. EXECUTIVE SESSION: Texas Government Code, Section 5511.074: Personnel matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Administrator George Jones

cont'd 01/23/18 minutes

Recess to Executive Session: 9:02 pm
Reconvene from Executive Session: 9:34 pm

- c. Action from EXECUTIVE SESSION: Texas Government Code, Section 5511.074:
Personnel matters: to deliberate the appointment, employment, evaluation,
reassignment, duties, discipline, or dismissal of a public officer or employee: City
Administrator George Jones

Mayor Pro Tem Fenwick made motion to pay George Jones through February 16, 2018
Councilwoman Lyons second the motion

7. ADJOURNMENT:

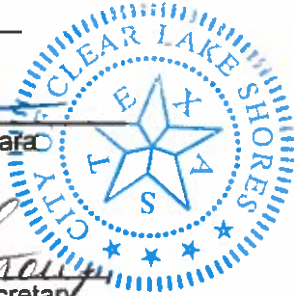
Mayor McNamara adjourned the meeting at 9:36 p.m.

2/20/18
Date Approved

Michael McNamara
Mayor Michael McNamara

Attest:

Christy Stroup
Christy Stroup, City Secretary



Mayor McNamara,

As we approach the rebuild of the 'common pier' (A001-A008), one of the final hurdles is getting a single payment to our contractors, per their request. We are in a position unique to the leases due to having 13 leases share a pier and bulkhead. We have obtained bids for construction, electrical and plumbing and are ready to begin the project. All of the current leaseholders are committed to moving forward with the project and are willing to pay their share, or have arranged to transfer their leases to someone who will. We would like to ask that the City of Clear Lake Shores make payments to the individual contractors, with each leaseholder responsible for repaying their share within 60 days. Leaseholders will sign an agreement stating that failure to pay will cause them to forfeit their lease, upon which time the city can put the lease out to bid to recoup their costs.

We thank you in advance for your consideration.

the pier group

MARINE, INC.
GENERAL CONTRACTOR
402 BAY AVENUE S. - KEMAH, TEXAS 77565 - PHONE (281) 334-1655 - FAX (281) 334-5306

January 9, 2018

Mr. Jim Adams
281-229-0275

Proposal

RE: Construct New Pier and Finger Piers in Clear Lake Shores

Marine Inc. agrees to furnish all Materials, Labor, Equipment, and Insurance for the Construction of 260 Ft. of Main Walkway Pier and 7 - 30' x 18' Finger Piers with Piling at about the same elevation as the existing Pier.

Demo Old Pier	\$18,500.00
Drive 10" Butt Piling in Place	\$24,000.00
Build Main Pier and Finger Piers	\$12,540.00

Building Plan: Short Piling 20', Tall Piling 25' and 30'. Main Walkway 2" x 10" Cross stringers with 5/8 galvanized bolts on each end, 2" x 12" Stringer with 2 x 8 Decking, nailed with SS ring shank nails. Finger Piers 2" x 10" blocks, nailed with galvanized and SS nails and screws, 2" x 10" Stringers with 2 - 2" x 8" decking length nailed with SS nails and SS screws.

There are no engineered or Architectural drawings associated with this quote for permits.

DATE: 10-16-2017

PROPOSAL SUBMITTED TO:

Beverly Caldwell
Beverly.caldwell@domtar.com
713-385-7747

Plumbing Raising Cain?
Call ABLE!



281-532-ABLE (2253)
Fax (281) 474-7773
www.able-plumbing.net

Able Contact:
Shawn Byrd

Proposal #18-003
JOB ADDRESS:

Clear Lake Shores Boat Dock
Clear Lake Rd @ South Shore Dr

"Protecting the Health of
the Nation"

PROPOSAL

MPL#
38686



CONTRACT PRICE: \$5,250.00

JOB TO INCLUDE: Run upinor pex from meter to the end of the dock and provide and install
A hose bib for every boat slip. Mount hose bibs to pilings. Secure water line to the dock.

Hose bibs to be frost proof with vacuum breakers. Price does not include insulation as Able plumbing

Cannot guarantee the insulation will hold up near brackish water. Upinor pipe expands if temperatures

Fall below freezing where as other materials will crack or burst.

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, mother nature, or delays beyond our control.

Signature: _____

**Note - This Proposal may
be withdrawn by us if not
accepted within 60 days.**

EXCLUSIONS: Items not listed above, meter or impact fees, repairs to unmarked utilities, x-ray of concrete slab for core drilling or saw cutting, cutting and patching of roof, all concrete work unless otherwise noted, condensate lines, overtime or after hours labor, any CADD production drawings or Record Drawings, and any work not shown on the plumbing bid drawings unless specifically included above. **INSURANCE:** This proposal does not include any GC required insurance other than the standard general liability, automobile, and worker's compensation. All bonding and/or special insurance requirements are supplied at additional cost if requested by the GC after the bid date.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified, and I agree to the payment term specified above.

Date _____

Signature _____

Signature _____



PO Box 1125
Kcmah, Texas 77565
281-334-0185

Contractor's License #17752. Regulated by The Texas
Dept. of Licensing And Regulation, P.O.Box 12157,
Austin, TX 78711 1-800-803-9202, 512-463-6599
www.license.state.tx.us/complaints.

Proposal.....Date: Jan. 5, 2018

Submitted To:

Work to be performed at:

Jim Adams
Clear Lake Shores Pier

Revised from July 12, 2017

This proposal includes the following:

1. Demo existing 400amp disconnect switch and main power feed from pier. All other existing conduit, wire and boxes will be removed by others. Existing meters and breaker boxes to remain. ****Note**** Main power feed will be pulled back to the bulkhead and coiled up. If wire becomes damaged during construction there will be an additional cost to replace wire.*
2. Purchase and install a new 400amp fusible disconnect switch. Disconnect will be derated to 250amps. The service rack will be relocated on shore approximately 30 feet from pier. Relocation of service rack is not included. Trenching from new service rack location to pier is included. Also relocating underground service conduit and wire to new service location is included.
3. Install a new meter and breaker box at service rack for a total of (13) meters.
4. Purchase and install (13) Newport Harbor Mate shore power boxes. Each box will come with (1) 30amp 125volt twist lock receptacle, (1) 20amp 120volt GFCI receptacle and a LED light.
5. Stainless steel straps and screws will be used for supporting conduit and securing boxes.
6. Permit fee not included.
7. Tax on material and labor not included.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work, and completed in a substantial workmanlike manner For**Twenty thousand five hundred ninety eight and 64/100** Dollars \$20,598.64 with payments as follows:

Any alterations or deviations involving extra costs Will be executed only upon written order, and will Become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully Submitted by Lilley Electric

Per

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified, Payments will be made as outlined above.

Signature _____

Date _____ Signature _____

CLEAR LAKE SHORES POLICE DEPARTMENT

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

**Kenneth G. Cook
Chief of Police**

January 23, 2018

Subject: Report for Council Meeting

MISC. INFO:

- 1) A full audit of The Clear Lake Shores Police Department was recently conducted by the Texas Commission on Law Enforcement (TCOLE). No deficiencies was found, and the agent commented that he was very impressed with how we run our business. TCOLE audits every Texas Police Department about every 5 years to verify all their rules are strictly followed.
- 2) Next week I will attend a (40 hour) Chief's training class held at the Law Enforcement Management Institute of Texas (LEMIT) building, located in Sam Houston University Huntsville TX. All Texas Police Chiefs must complete this training once every 2 years.

That is all I have for tonight.

Chief Cook