



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 18, 2022

6:30 p.m.

931 Cedar, CLS, TX 77565

Present: Mayor Kurt Otten, Councilman Rick Fisher, Councilman Alex Scanlon, Councilwoman Monica Ledet, Councilman Randy Chronister, City Administrator Brent Spier, Police Chief Keele, GCHD Amy Weber, City Secretary Christy Stroup

Absent: Councilman Steve Wirtes, G.C.H.D. Amy Weber, CLS/KEMAH VFD Chief Rob Suniga

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 Steve Wirtes: Absent.
Councilman Rick Fisher: No Parks and Pool meeting until February
Councilwoman Monica Ledet: No report
Councilman Alex Scanlon: No report
Councilman Randy Chronister: No report
Mayor Otten: No report

4. STAFF REPORTS:

Chief Keele: Introduced new Patroll Officer Jose Vargas; Elks Lodge has free COVID testing this Saturday; Yachty Gras is coming up; Mardi Gras Parade / Gumbo Cook-off / 5K Run on February 29th.

Building Official Kevin Harrell: report attached (attachment a)

CLS/Kemah Volunteer Fire Dept. Chief Suniga: absent

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

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

5. COMMITTEE REPORTS:

ZBOA: Kevin Harrell reported meeting cominp up March 7 for 2 variance requests

All other committees: - No report

6. CIVIC CLUB

Mayor Otten reported they are working on the 60th Anniversary Celebration and the plans for the Mardi Gras event coming up.

7. ECONOMIC DEVELOPMENT CORPORATION:

President Jonny Boultinghouse reported that Walker Parking Consultants is finishing up their report and it will be sent out; approved funds for sponsoring Cajun cook-off; Galveston Bay Brewery is coming along and possibly a soft opening mid-summer.

8. PUBLIC COMMENTS:

Resident Roger Derick asked what the thought process was in adding another pier to the boat ramp? Mayor Otten instructed him to get with Brent Spier for the answers he is requesting.

9. NEW BUSINESS:

CONSENT AGENDA:

- a. Check Register: 12/30/21 thru 01/12/22
- b. Council Meeting Minutes: 01/04/22 (regular)
- c. Waterfront Transfer C-085: Bruce Harkins to Susan and Jeff Baker

CONSENT AGENDA PASSED

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

- a. **Appoint Shawn Dunegan to the Board of Directors for the Economic Development Corporation for the vacancy created by Don Milbauer resignation**

Councilman Fisher made motion to appoint Shawn Dumegan to EDC
Councilwoman Ledet second the motion

MOTION PASSED UNANIMOUS

- b. **Approval of design/detail package for police vehicles.**

Chief Keele presented a print out (attachment d) of the wrap design that he is requesting to be placed on the patrol cars. Went over a little bit of detail as far numbering the car and some other decals being placed on the vehicles.

Councilman Fisher made motion to accent design as presented
Councilwoman Ledet second the motion


MOTION PASSED UNANIMOUS

Mayor Otten asked Adri Richey to discuss a little bit in detail about the CLS 60th Anniversary Celebration

8. ADJOURNMENT:

Mayor Otten adjourned the meeting at 8:12 pm

Date Approved: 2/1/22

Attest: 
Christy Stroup, City Secretary




Mayor Kurt Otten



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 January 5, 2022 – January 18, 2022

Building Department:

Ten new permits were issued since our last meeting. All ten the permits are minor construction.

Current Residential Construction: I currently have eight new homes being constructed in various states of construction. 830 Birch, 834 Birch, 819 Cedar, 627 Pine, 307 Clear Lake Rd, 227 West Shore, 103 Rosewood, and 1031 Juniper.

Current Residential Permit Review: Two new pool are under review currently.

New Commercial Construction:

Clear Water Express Wash: The owner is resolving an issue with Target and the project is on hold until it is resolved.

Galveston Bay Brewing Company: The construction is continuing. The general contractor has begun the metal stud framing. The Plumbing contractors are working on the sanitary sewer and grease trap. The Mechanical contractor is working on the ductwork.

Code Enforcement & Waterfront Leases:

I have one code enforcements & zero waterfront cases.

Revenue and Expenses Actual versus Budget with Variance Annual
Galveston County Health District
Galveston Area Ambulance Authority
 For 11/30/2021
 03 60 40 Kemah 911 Service

	PTD Actual 11/30/2021	PTD Budget 11/30/2021	Variance	YTD Actual 11/30/2021	YTD Budget 11/30/2021	Variance
Revenue						
Patient Fees	5,234.48	2,141.00	3,093.48	7,776.21	4,283.00	3,493.21
Private Insurance	7,019.24	5,088.00	1,931.24	10,702.38	10,176.00	526.38
Medicare	3,777.40	3,663.00	114.40	7,262.65	7,325.00	(62.35)
Medicaid	780.07	857.00	(76.93)	1,438.58	1,714.00	(275.42)
Local Grants & Foundations	0.00	10.00	(10.00)	0.00	19.00	(19.00)
County Revenue	10,320.50	10,320.00	0.50	20,641.00	20,641.00	0.00
Miscellaneous Revenue	0.77	0.00	0.77	0.77	0.00	0.77
Interest Income	4.13	0.00	4.13	8.54	0.00	8.54
GAAA Contracts	1,414.40	351.00	1,063.40	1,414.40	703.00	711.40
City of Kemah	14,607.00	14,607.00	0.50	29,215.00	29,215.00	0.00
City of Clear Lake Shores	3,098.58	3,099.00	(0.42)	6,197.16	6,197.00	0.16
Total Revenue	481,638.00	40,136.00	6,121.07	84,656.69	80,273.00	4,383.69
Expenses						
Hourly Pay	27,767.34	26,550.00	(1,217.34)	55,198.61	53,101.00	(2,097.61)
Supplemental	845.38	1,340.00	494.62	845.38	1,340.00	494.62
Overtime	374.11	1,855.00	1,480.89	514.85	3,711.00	3,196.15
Part-Time Hourly Pay	720.28	1,285.00	564.72	928.24	2,569.00	1,640.76
FICA Expense	505.00	450.00	(55.00)	996.23	881.00	(115.23)
SUTA	3.80	61.00	57.20	4.21	123.00	118.79
Life Insurance Expense	887.00	74.00	(27.96)	193.22	148.00	(45.22)
Long Term Disab Coverage	809.00	68.00	(6.37)	140.94	135.00	(5.94)
Employer Paid Health Insurance	20,952.00	1,746.00	(471.22)	4,316.20	3,492.00	(824.20)
Worker's Compensation Insurance	11,228.00	974.00	(54.92)	2,045.81	1,907.00	(138.81)
Cobra Expense	0.00	0.00	(0.94)	2.16	0.00	(2.16)
Employer Sponsored Healthcare	3,652.00	304.00	(100.20)	810.19	608.00	(202.19)
Pension / Retirement	12,132.00	809.68	228.32	1,602.75	2,047.00	444.25
Medical Director Contract	1,452.00	121.00	34.53	192.23	242.00	49.77
Misc. Contract Services	450.00	37.00	20.48	36.73	75.00	38.27
GAAA Billing Contract Service	7,043.00	587.00	91.07	1,215.19	1,174.00	(41.19)
Office Supplies	545.00	46.00	43.87	3.29	91.00	87.71
Operating Supplies	10,431.00	870.00	381.25	754.46	1,739.00	984.54
Pharmaceutical Supplies	3,755.00	313.00	12.69	318.73	626.00	307.27
Printing Supplies	1.00	0.00	0.00	0.57	0.00	(0.57)
Uniform Supplies	641.00	54.00	52.97	6.78	107.00	100.22
Postage	52.00	4.00	0.64	6.94	8.00	1.06
Telecommunications	1,143.00	96.00	44.07	115.88	191.00	75.12
Travel, Local	21.00	2.00	2.00	0.46	4.00	3.54
Training, Local	43.00	3.00	2.48	0.52	7.00	6.48
Training, Out of Town	336.00	28.00	28.00	0.00	56.00	56.00
Rentals	226.00	19.00	4.89	33.41	38.00	4.59
Leases	938.00	78.00	19.63	129.76	156.00	26.24
Maint/Repair, Equip	4,118.00	343.00	115.02	455.96	686.00	230.04
Maint/Repair, Auto	960.00	80.00	80.00	26.49	160.00	133.51
Fuel	5,220.00	435.00	(950.54)	1,933.23	870.00	(1,063.23)

Revenue and Expenses Actual versus Budget with Variance Annual

Galveston County Health District Galveston Area Ambulance Authority

03 60 40 Kemah 911 Service

For 11/30/2021

	PTD		YTD		Variance
	Actual 11/30/2021	Budget 11/30/2021	Actual 11/30/2021	Budget 11/30/2021	
Annual Budget	300.00	25.00	9.33	50.00	40.67
	2,702.00	225.00	13.37	450.00	436.63
	145.00	12.00	17.10	24.00	6.90
	367.00	30.00	59.55	61.00	1.45
	1,210.00	0.00	0.00	0.00	0.00
	90.00	7.00	15.00	15.00	0.00
	26.00	2.00	0.00	4.00	4.00
	1,600.00	133.00	243.64	266.00	22.36
	229.00	19.00	5.68	38.00	32.32
	201.00	16.00	5.71	33.00	27.29
	220.00	18.00	74.20	36.00	(38.20)
	0.00	0.00	0.92	0.00	(0.92)
	1,028.00	86.00	222.48	171.00	(51.48)
	22,935.00	1,912.00	3,822.00	3,823.00	1.00
	481,638.00	40,310.24	77,318.40	81,263.00	3,944.60
	0.00	5,946.83	7,338.29	(990.00)	8,328.29
		(1,210.00)			
		7,156.83			
		41,346.00			
		1,035.76			
		Total Expenses			
		Change in Net Assets			

City Administrator Report

January 5 - 18, 2022

COURT PROCESS: We will continue virtual court tomorrow.

PARKS: TPWD Project plans are at 95%. A copy has been placed on the website. Staff has reviewed and returned again to the engineer with comments for revisions (today). During this most recent northerly winds this week, some of the submerged parts of the ramp was exposed and its condition is marginal. Photos taken, and will be included for bid/contractor.

Sunset/Lowell Brown Fishing Pier – Open and operating.

DANIEL DROR AVE: Starting tomorrow Hanson Rd. at the connector point to Daniel Dror Ave., will be closed for three weeks as they make the intersection connection. There is a possibility that one lane may be passable at times, however motorists are encouraged to avoid the area. First responders and waste management have been made aware of the closure.

ECONOMIC DEVELOPMENT CORP (EDC): Completed a project to clear areas along Aspen Rd, with property owner permission. Submitted required Annual Eminent Domain report to state for FY22.

SH146: Construction continues and ahead of schedule. Intermittent closures are anticipated and will be published through social media.

PLAZA TEN 06: Looking at project to install a type A drain structure in N/E corner of Captain's Corner. Some in-field measurements will be taken to confirm a previous survey is still valid, so that design may proceed. Drain maintenance (cleaning) completed by public works this week in Town Center area. Submitted required Annual Eminent Domain report to state for FY22.

CITY HALL: New 60th anniversary banners have been ordered, we will replace the seasonal banners with the anniversary banners once received. Anticipate signing and paying deposit for 60th anniversary Gala scheduled for Thursday, December 8, 2022 at South Shore Harbor.

Cross walk at Aspen/CLR has parts on order via warranty to fix. Parts installed and same issue. Will contact manufacturer.

I will be out of the office the next two days for training related to Disaster Recovery (DR) and Public Assistance (PA), this is through the county OEM and runs 8a – 5p each day.

Continued submissions of Mitigation Action Worksheets or MAWs to consultant assisting Galveston Co. with all hazard mitigation plan. Not very exciting but extremely helpful should we experience any number of natural or man-made issues. Most center on storms, some on utility loss, subsidence, expansive soils, tsunamis, flooding, drought, extreme heat and cold, storm surge, etc. Creates a pathway for future mitigation activities. We are well prepared but also have some work to do. This is also a document that FEMA could base relief and grant opportunities on. ***Meeting next Tuesday with county partners to review the draft document to be submitted.

Submitted required Annual Eminent Domain report from the City to state for FY22.

PUBLIC WORKS: Backhoe is currently at repair shop, painting is completed for the most part, minus any touch up. Expect the return of the backhoe within two weeks, all parts are in.

Unable to order power supplies for decorative lighting standards on CLR, suppliers are looking for them as well. European made part, no stock. Will investigate a conversion to standard power with electricians. Still an issue, will continue to pursue this avenue.

We will paint the PW containers when weather is more conducive.

ROADS/DRAINAGE: Still trying to find a viable contractor for ditch profiling and cleanouts. Anticipate crack sealing on perimeter Shore Drives and Clear Lake Road as we have available funds. Chosen due to traffic loads. R&D meeting this Thursday at 4P.

OTHER ITEMS:

Weather: Most cooler weather has stayed north of us so far. Strong Northernly winds changed the landscape dramatically this week, pushing water south. Galveston looked pretty dramatic as well.

Finally, I was out all of last week confined to home, after 'all my shots' I still found a way to get it, or it to me. Remain vigilant.

AGENDA ITEMS:

11. b. Approval of design/detail package for police vehicles. (CA Brent Spier)

A final look prior to production. Reflective subdued graphics look different in day and night-time conditions. The last look was to confirm this design, TK working to get an actual rendered image on a vehicle versus a design cut-sheet, as it looks different. Confirm any additional markings.

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