

# City of Shoreacres



## MEETING MINUTES

The City Council of the City of Shoreacres, Texas, met in Regular Session on  
**Tuesday, May 28, 2013 at 7:00 p.m.**  
in the City Council Chambers of City Hall, 601 Shore Acres Blvd., Shoreacres, Texas  
with the following present constituting a quorum:

Mayor	Dolly Arons
Mayor pro tem	Richard Adams
Alderswoman	Dana Woodruff
Alderswoman	Connie Ramirez
Alderman	Matt Webber
Alderman	Steven Jones
City Administrator / City Secretary	David K. Stall

### 1.0 CALL TO ORDER / ROLL CALL:

The meeting was called to order by Mayor Arons at 7:00 p.m.

### 2.0 PLEDGE OF ALLEGIANCE

### 3.0 SPECIAL PRESENTATIONS

### 4.0 APPROVAL OF MINUTES

- 4.1 Regular Council Meeting, May 13, 2013. There was a motion to approve the May 13, 2013 regular Council Meeting minutes. (Dana Woodruff / Second: Connie Ramirez.) Motion carried unanimously.
- 4.2 Special Council Meeting, May 20, 2013. There was a motion to approve the May 20, 2013 regular Council Meeting minutes. (Dana Woodruff / Second: Connie Ramirez.) Motion carried unanimously.

### 5.0 COUNCIL REPORTS & REQUESTS

- 5.1 Mayor Arons reported that we are back on the list for mosquito spray with Harris County.
- 5.2 Mayor pro-tem Adams has no new item to report.

### 6.0 PUBLIC HEARINGS & PUBLIC COMMENTS

#### 6.1 Citizen's Comments:

128 Shady lawn – Mr. Patrick Stanton Thank all outgoing Council members for their services. Requested for Council to appoint representatives to fill vacant seats on the Citizen's Advisory Committee and the Park Advisory Board. He also asked about the 2013 Citizen and Employee of the Year nomination process.

510 Meadowlawn – Ms. Suzette Gunter asked “if it is correct that in round 2 of the road repair, the project only allotted for one driveway apron replacement per resident even if the resident originally has a double driveway?”

616 Baywood – Ms. Darlene Bays congratulates the newly elect Council members and wishes them the best on their endeavor to serve. She also verbalized a “NEED” list for Council to considered, and they are as follows:

- Would like an information package to be handed out to citizens at Council meeting, which would include a financial section.
- Purchase a mosquito sprayer and send one of our PW employees to school for certification.
- All office staff needs to have the Notary certification.
- The stairs to city hall is not handicap accessible.
- Need to have an expiration date for all building permits.
- Set-up a regular ditch mowing schedule.
- Need to accumulate additional funds for parks improvement. For example, a small fee to be added to the monthly water bill.
- Additional pavilions.
- Issued a bond to build a new city hall that are handicap accessible and are able to accommodate a large turn-out at City functions.

3346 Miramar - Mr. Gerry Victor commented on the 2011-12 year-end audit report. Would like for Council to re-instate the audit board. Before IKE the reserve fund was \$1.4 million, to date we've spent \$380,000 from this fund; the city needs to stop dipping into the reserve fund.

1017 W. Forest - Mr. David Jennings commented that he's opposed to any bond issued. Made referenced to the local government code, regarding the timeline for newly elected officials to take office. Questioned the city's payment of range fees and reserve police certification for Mr. Stall.

## 7.0 ADMINISTRATIVE REPORTS

### 7.1 City Administrator General Activity Report:

Mr. Stall reported on the followings:

- Over the week-end the main pump at lift station #1 was put out of service and will be repaired under warranty.
- Round 2.2 of the road replacement projects are on track as expected.
- In June, the asphalt road repair project will start as planned.
- Responding to Ms. Gunter - Harris County are responsible for the Round 2.2 of the road replacement project. We do not have any control in how the project is being carried out. In regard to the driveway apron replacement, it should be replaced the same as before.
- Responding to Mr. Stanton - Even though some of the board members terms have expired; these members will continued to performed their duty until new members are appointed to replaced them.

- Responding to Ms. Bays - Our ditch mowing schedule are ongoing during the summer and start from the west to the east side of the city. Our building permits have an expiration date of one year and they are renewable. All of our budget workshop meeting notices are posted on the bulletin board and they are open to the public.

7.1.2 National Flood Insurance Program Community Rating System update

Mr. Stall summarized the CRS application process: We submitted the original application in August 2009. ISO received our application during the same period and rejected it due to the lack of a Hazard Mitigation Action Plan (HMAP). The HMAP application acceptance runs on a five-year cycle. On September 2009, we submitted to Harris County a Hazard Mitigation Action Plan for review and it was approved in June 2010. We re-initiated the CRS application in 2012, CAV re-visited for an audit. Then in November 2012, we submitted a new CRS application. In February 2013, FEMA performed a throughout audit of our building and floodplain administrative procedures; the results were favorable. In March 2013, we were contacted by an ISO representative requesting additional documents. March 2013 was the last contact that we've had with ISO.

7.2 Monthly Financial Report – The report was included in the council packet. Mr. Stall reported on the following accounts:

• General Fund	\$ 151,147
• Utility Fund	\$ 77,966
• CDBG Fund	\$ 365,752
• TxPool	\$ 954,490
• CD's	\$ 249,681
• Property tax collected	\$ 782,450
• Sales tax collected	\$ 35,600
• Road maintenance tax	\$ 8,900

**8.0 BUSINESS**

8.1 Consideration and approval of invoices.

There was a motion to pay our bills (Richard Adams/Second: Dana Woodruff). Motion carried unanimously.

8.2 Service recognition for Mayor pro tem Richard Adams, Councilwoman Connie Ramirez, and Councilwoman Dana Woodruff.

Mayor Arons Thank Mayor pro-tem Adams, Councilwoman Ramirez and Councilwoman Woodruff, for their honorable service to the city and presented each with a service recognition certificate.

8.3 Administer Oath of Office to newly elected city officials – Mayor Arons administer the Oath of Office to Councilwoman Nancy Schnell, Councilman Bo Bunker and Councilman Rick Moses.

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- 8.4 Discussion and action to elect a Mayor pro-tem for a one-year term – Mayor Arons explained the duty of a Mayor pro-tem and open the meeting to receive nomination from Council.

Councilwoman Schnell nominated Councilman Moses. Councilman Moses nominated Councilman Webber.

Mayor Arons closed the nomination process and the voting results are as follow:

Bunker	<input type="checkbox"/> Webber	<input checked="" type="checkbox"/> Moses
Jones	<input checked="" type="checkbox"/> Webber	<input type="checkbox"/> Moses
Moses	<input checked="" type="checkbox"/> Webber	<input type="checkbox"/> Moses
Schnell	<input type="checkbox"/> Webber	<input checked="" type="checkbox"/> Moses
Webber	<input checked="" type="checkbox"/> Webber	<input type="checkbox"/> Moses

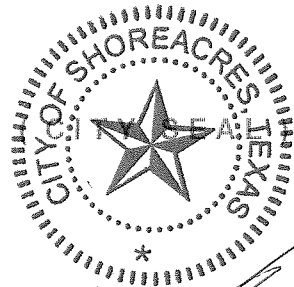
Mayor Arons declared that Councilman Webber is the newly elect Mayor pro tem.

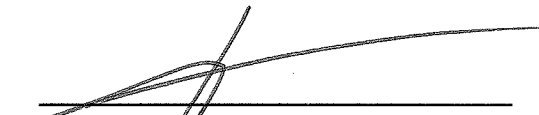
- 8.5 Remarks by Mayor Arons – Mayor Arons announced her resignation as Mayor.

**ADJOURNMENT.**

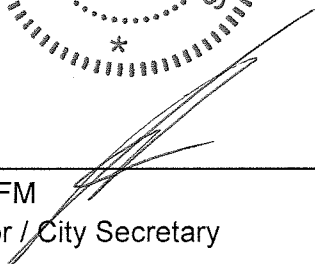
The meeting was adjourned at 8:15 pm.

PASSED AND APPROVED ON THIS 10th DAY OF JUNE, 2013.



  
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Mayor pro tem Matt Webber

ATTEST:

  
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David K. Stall, CFM  
City Administrator / City Secretary