

# City of Shoreacres



## MEETING MINUTES

The City Council of the City of Shoreacres, Texas, met in Regular Session on  
**Monday, June 10, 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	[ Vacant ]
Mayor pro tem	Matt Webber
Alderwoman	Rick Moses
Alderwoman	Bo Bunker
Alderman	Nancy J. Schnell
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 pro tem Webber 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 29, 2013. Rick Moses moved to approve the May 29, 2013 Regular Council Meeting minutes; seconded by Bo Bunker. Motion carried unanimously.

### 5.0 COUNCIL REPORTS & REQUESTS

5.1 Mayor pro tem Webber had no items to report.

### 6.0 PUBLIC HEARINGS & PUBLIC COMMENTS

#### 6.1 Citizen's Comments:

616 Baywood – Mrs. Darlene Bays asked if the city's telephone system was out of service this morning. She also commented that the mosquito population is out of control, we need to be spraying regularly and the ditches need mowing.

### 7.0 ADMINISTRATIVE REPORTS

#### 7.1 City Administrator Report:

Mr. Stall reported the following:

- This morning the city's telephone system was taken out of service by AT&T technicians to perform a line replacement due to damages caused by squirrels. All systems were back in operation at 3:20 p.m. this afternoon.

- A new valve was installed at the termination end of our Lift Station #1 wastewater force main (at Gulf Coast Waste Disposal Authority).

7.2 Monthly Police Report – Chief Newman reported the following:

- There were two reports of residential burglary, a credit card fraud, and an identity theft.
- Officer Pankey was involved in a pursuit assisted by the La Porte police. The pursuit ended safely at Hwy. 225 and Sens Rd. where the suspect surrendered.
- 59 speeding citations were issued.
- Code violations: 16 letters were mailed out and 6 citations were issued.
- Officer Pankey has obtained the Intermediate Peace Officer Certificate and is progressing toward the next level.
- Sargent Cantu and Officer Thompson attended a two day active shooting seminar at the Lone Star College.
- Chief Newman attended a training course mandated by the state for police chiefs and also attended an Internet Safety seminar sponsored by the U.S. Attorney's Office for the Southern District.
- Officer Harrison conducted a two day simulated firearm training seminar for our officers and officers from Morgan's Point and Galena Park.

7.3 Monthly Public Works Report – installation of the water main on Centre Street was delayed due to bad weather condition. Also, our backhoe is in the shop for repair and we are currently operating with a rental backhoe.

## 8.0 BUSINESS

8.1 Consideration and approval of invoices.

Rick Moses moved to pay our bills; seconded by by: Nancy Schnell. Motion carried unanimously.

8.2 Action to accept the resignation of Mayor Dolly Arons and declare the office of the mayor vacant.

Nancy Schnell moved to accept the resignation of Mayor Arons; seconded by Rick Moses. Motion carried unanimously.

8.3 [*withdrawn*].

8.4 Consideration and discussion of method for filling the vacancy of the office of mayor (appointment or special election).

Councilwoman Schnell commented that a special election is too costly for our city. She would like to have as little disruption as possible, and the citizens have spoken as to whom they would like to be on Council, therefore, there should not be any seat changes among the existing members. She stated that the best method for our city is by appointment.

Councilman Jones commented that a special election is too costly therefore, he suggested that Council should use the appointment method. Council should be looking at appointing the Mayor pro tem or appointing the individual that received the highest number of votes in the last election to fill the vacant seat. He expressed his thought that this was a way to recognize the citizen's recent votes and would be fiscally responsible.

Councilman Moses concurs with Councilwoman Schnell and Councilman Jones that a special election is too expensive for our city. He would like for Council to put more thought into making this important decision and to give our citizens a chance to voice their opinions, therefore, he is asking for Council to defer the decision.

- 8.5 Consideration and action to fill the office of mayor by appointment until a special or regular election is held.

Nancy Schnell moved to postpone the action to fill the office of the mayor by appointment until the next Council meeting (June 24, 2013); seconded by Rick Moses. Motion carried unanimously.

- 8.6 Administer Oath of Office to newly appointed mayor.

No action.

- 8.7 Consideration and approval of Resolution No. 2013-111 authorized representatives to sign on accounts and represent the city in transacting business with Wells Fargo Bank.

Nancy Schnell moved to approve Resolution No. 2013-111 adding Mayor pro tem Webber to the representative authorized to sign and represent the city in transacting business with Wells Fargo Bank; seconded by Steven Jones. Motion carried unanimously.

- 8.8 Consideration and approval of Resolution No. 2013-112 amending representatives authorized to sign on, and transact business with TexPool.

Rick Moses moved to postpone the action on Resolution No. 2013-112 to the next Council meeting (June 24, 2013); seconded by Bo Bunker. Motion carried unanimously.

- 8.9 Discussion and possible action regarding the extension of Hurricane Ike temporary housing permit #13 (518 Meadowlawn) issued under Ordinance No. 2010-58 that was extended to expire May 13, 2013.

Nancy Schnell moved to extend Hurricane Ike Temporary Housing Permit #13 (518 Meadowlawn) issued under Ordinance No. 2010-58 to July 22, 2013 pending a progress update; seconded by Rick Moses. Motion carried unanimously.

- 8.10 Consideration and action to adopt Resolution No. 2013-110 naming the Shoreacres police station the "Randall J. French Police Station."

Nancy Schnell moved to adopt Resolution No. 2013-110; seconded by Rick Moses. Motion carried with Councilman Jones opposed.

- 8.11 Review and discussion of City Hall hours of operation.

Mr. Stall explained that the current City Hall operating hours have been in place for more than twenty years and are set out in the City Code. There were various proposals from citizens and Council such as Monday thru Friday 8:00 a.m. to 4:00 p.m.; Monday thru Friday 8:00 a.m. to 4:30 p.m.; changing the short day from Friday to Tuesday or Thursday; having office staff work a rotating shift; and no change to the City Hall operating hours.

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- 8.12 Review and discussion of police department hours of operation; chief of police duty hours; and, officer duty hours and shifts.  
Councilman Moses reviewed Chief Newman's duty hours as well as the shifts worked by patrol officers.
- 8.13 Review and discussion of the Chief of Police's job functions.  
Councilman Moses and Chief Newman discussed the Chief's job functions.
- 8.14 Review and discussion of the police department grants and status of pending grants.  
Chief Newman described the status of grants applied for and pending for the police department.
- 8.15 Review and discussion of the police department standard operating procedure.  
Councilman Moses reviewed the status and need for updates in the police department's standard operating procedures.
- 8.16 Review and discussion of the police department pursuit policy.  
Councilman Moses reviewed the need for updates in the police department's pursuit policy.
- 8.17 Review and discussion of the Clear Lake Emergency Medical Corps response time.  
Rick Moses moved to postpone the review and discussion of the Clear Lake Emergency Medical Corps response time to the next Council meeting (June 24, 2013); seconded by Nancy Schnell. Motion carried unanimously.
- 8.18 Review and discussion of the Lakeview Police Department dispatch contract and dispatch performance.  
Rick Moses moved to postpone the review and discussion of the Lakeview Police Department dispatch contract and dispatch performance to the next Council meeting (June 24, 2013); seconded by Nancy Schnell. Motion carried unanimously.
- 8.19 Discussion of the opportunity to contract with the City of La Porte for emergency medical service, fire protection service, and police dispatch.  
Rick Moses moved to postpone the review and discussion of the opportunity to contract with the City of La Porte for emergency medical service, fire protection service and police dispatch to the next Council meeting (June 24, 2013); seconded by Nancy Schnell. Motion carried unanimously.
- 8.20 Review and discussion of the police department's commercial vehicle enforcement program.  
Rick Moses moved to postpone the review and discussion of the police department's commercial vehicle enforcement program to the next Council meeting (June 24, 2013); seconded by Nancy Schnell. Motion carried unanimously.

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- 8.21 Consideration and action to appoint two members of City Council to the Audit Committee for a term ending on June 30, 2014.

Bo Bunker moved to appoint Councilwoman Schnell and Councilman Moses to the Audit Committee for a term ending on June 30, 2014; seconded by Steven Jones. Motion carried unanimously.

- 8.22 Consideration and action to appoint two citizen at large members to the Audit Committee for a term ending on June 30, 2014.

Nancy Schnell moved to appoint Mrs. Diane Victor and Ms. Charlotte Wells to the Audit Committee for a term ending on June 30, 2014; seconded by Bo Bunker. Motion carried unanimously.

- 8.23 Consideration and action to require department heads to attend all regular city council meetings.

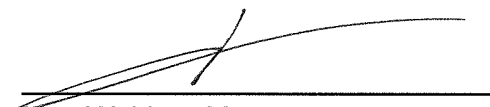
Nancy Schnell moved to require the Public Works Director and Chief of Police to attend all regular city council meetings; seconded by Rick Moses. Motion carried unanimously.

**ADJOURNMENT.**

Rick Moses moved to adjourn the council meeting at 9:56 p.m.; seconded by Bo Bunker. Motion carried unanimously.

PASSED AND APPROVED ON THIS 24th DAY OF JUNE, 2013.

( CITY SEAL )

  
Matt Webber, Mayor pro tempore

ATTEST:

  
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David K. Stall, CFM  
City Administrator / City Secretary