



# CITY OF JAMAICA BEACH

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## CITY COUNCIL WORKSHOP & SPECIAL CALLED MEETING MINUTES

JUNE 3, 2019  
6:00 P.M.

### CALL TO ORDER

*Mayor Steve Spicer called the meeting to order.*

### ROLL CALL OF ALDERMEN

*The following Councilmember's were present:*

*Mayor Steve Spicer*

*MPT Sherwood Green*

*Alderman David Welch (stepped down after Clay Morris was sworn in)*

*Alderman Russell Rupertus*

*Alderman Rosemary Lindley (stepped down after Terry Rizzo was sworn in)*

*Alderman Marci Kurtz*

*Alderman Clay Morris (took his seat after he was sworn in)*

*Alderman Terry Rizzo (took her seat after she was sworn in)*

*The following staff was present:*

*City Administrator Brick*

*City Secretary Rushing*

*Police Chief Heiman*

### PUBLIC COMMENTS (LIMITED TO THREE (3) MINUTES PER PERSON)

*Jay Barrow, 4428 Pelican Way, spoke about a non-agenda item; request "No Parking" signs be installed on Bob Smith and Pelican Road.*

### PRESENTATION:

#### 1. PRESENT CERTIFICATE OF RECOGNITIONS TO ROSEMARY LINDLEY AND DAVID WELCH.

*Mayor Spicer presented Rosemary Lindley and David Welch each with a Certificate of Recognition for serving on City Council; the certificates acknowledged Ms. Lindley's 4 years of service and Mr. Welch's 2 years of service; they were both thankfully applaud before stepping down from their seats.*

#### 2. ADMINISTER OATH OF OFFICE TO CITY OFFICERS' ELECTED IN THE MAY 4, 2019 GENERAL ELECTION.

*City Secretary Rushing administered the Oath of Office to the City Officers' elected in the May 4, 2019 General Election: Steve Spicer, Clay Morris and Terry Rizzo. Alderman Morris and Alderman Rizzo took their seats. All newly elected officials signed a Statement of Office and were issued a Certificate of Election in accordance with state law.*

### ITEMS FOR DISCUSSION:

#### 1. DISCUSS APPROVING THE FOLLOWING MINUTES:

- a. PUBLIC HEARING, WORKSHOP & SPECIAL CALLED MEETING – MAY 6, 2019

**b. SPECIAL WORKSHOP & SPECIAL CALLED MEETING – MAY 13, 2019**

*No discussion.*

**2. DISCUSS APPOINTING A MAYOR PRO-TEM.**

*Mayor Spicer recommended Sherwood Green to continue as Mayor Pro-Tem. There were no other nominations.*

**3. DISCUSS APPOINTING CITY CHECK SIGNERS.**

*Mayor Spicer recommended Clay Morris to replace David Welch as a check signer since he is retired.*

**4. DISCUSS ASSIGNING COUNCILMEMBERS REGULAR & EMERGENCY RESPONSIBILITIES.**

*Mayor Spicer recommended Alderman Morris to be the liaison to the Police Department. Alderman Kurtz offered to be the liaison to the Parks and Pool. Alderman Rizzo offered to be the liaison to JBIC.*

**5. DISCUSS NOMINATING GENE MONTGOMERY TO THE PLANNING AND ZONING COMMITTEE.**

*Mayor Spicer nominated Gene Montgomery to the Planning and Zoning Committee. City Secretary Rushing noted the city did not receive any other "Letters of Interest" for the vacancy.*

**6. DISCUSS APPROVING A RESOLUTION OF THE CITY OF JAMAICA BEACH, TEXAS, ENDORSING THE GALVESTON COUNTY COMMISSIONERS' COURT NOMINATIONS TO THE UNITED BOARD OF HEALTH.**

*City Secretary Rushing noted the city receives the nominations from the Galveston County Health District; the resolution endorsing the nominations is then forwarded to Council for approval.*

**7. DISCUSS APPROVING A RESOLUTION ADOPTING THE AMENDED AND RESTATED CITY OF JAMAICA BEACH PROFIT SHARING PLAN, DELEGATING THE CITY ADMINISTRATOR AS THE AUTHORIZED TRUSTEE OF THE PLAN.**

*City Administrator Hutchison explained the city is required to review the Profit Sharing Plan every five years to incorporate any federal IRS mandates and/or to provide an opportunity for the city to amend the city's retirement plan; he recommends Council to approve the amended and restated Profit Sharing Plan with an effective date of July 1, 2019.*

**8. DISCUSS APPROVING A BID FOR RFP# 2019-2 FOR COASTAL PROJECT/REGULATORY & GRANT WRITING ASSISTANCE COORDINATOR.**

*Mayor Spicer noted the city received one proposal from Coastal Strategies Group, LLC; he and the City Administrator met to review and evaluate the bid proposal. City Administrator Hutchison explained the city plans to seek grant funding from the GLO through the Coastal Erosion Planning Response Act (CEPRA), which if approved, would cover 60% of the cost for the preliminary engineering and biological assessment required to apply for a Beach Nourishment Permit; due to the competitive nature of grant funding, the city solicited proposals for grant writing assistance in an effort to secure CEPRA funding.*

*Mayor Spicer opened the item for public discussion:*

*Ginger Jones, 16612 Curlew, questioned how the Grant Writing Coordinator would be paid.*

*City Administrator Hutchison replied the city would propose to the Grant Writing Coordinator during the contract negotiation that he be paid a fee based on the work he provides (per job) with no guarantee that the city will use his services.*

**ITEMS FOR CONSIDERATION:**

**1. CONSIDER FOR ACTION APPROVING A BID FOR RFP# 2019-2 FOR COASTAL PROJECT/REGULATORY & GRANT WRITING ASSISTANCE COORDINATOR, DELEGATING THE CITY ADMINISTRATOR AS THE CONTRACTING OFFICER.**

*Alderman Kurtz motioned to approve a bid for RFP# 2019-2 for Coastal Project/Regulatory & Grant Writing Assistance Coordinator, delegating the City Administrator as the Contracting Officer pending the contract negotiation. Second by Alderman Rupertus. Motion unanimously approved.*

**CITY ADMINISTRATOR'S REPORT**

*City Administrator Hutchison reported the city is continuing to work with the GLO on certifying the Dune Protection and Beach Access Plan; the GLO wants the city to remove all the beach parking restrictions; the city informed the GLO that the bollards were removed on the east end of the beach for safety purposes, but intends to keep the west end restricted; after noticing the traffic backup over the Holiday weekend, he contacted the DOT to have the traffic light on FM 3005 changed from a timed setting to sensors; he provided a status update on the Seaweed Permit; he had the WWTP Contractor pull, inspect and clean all the pumps at*

*the WWTP and lift stations before the hurricane season; Annual Hurricane Preparedness Meeting is scheduled for Saturday, June 15<sup>th</sup> at 10:00 a.m., booths open at 9:45 a.m., hot dogs and refreshments will be provided.*

#### **MAYOR'S REPORT**

*Mayor Spicer reported the Memorial Day Assembly at the City Park had a low attendance; he thanked the Galveston VFW Post 880 for their participation.*

#### **ALDERMEN REPORTS**

*Alderman Morris and Alderman Rizzo both reported they are happy to have been elected and look forward to serving the community.*

*Alderman Rupertus reported he did not have any issues with beach parking over the weekend; acknowledged the JBVFD for their services during a JB house fire; Rosemary Lindley and David Welch will be missed.*

*MPT Green and Alderman Kurtz – No Reports*

#### **POLICE REPORT**

*Police Chief Heiman reported the JBPD Memorial Holiday Weekend stats and the 1<sup>st</sup> calendar quarter stats.*

#### **ADJOURN**

*Meeting was adjourned at 6:30 p.m.*