

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
February 23, 2021**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, February 23, 2021, #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person or by video or audio conference.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Ken Spalding Chip Cowell Jay Carlton Fidel Sapien (by teleconference)
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	Building Official:	James Stewart
	Police Chief:	Ray Schultz
	Assistant to City Secretary:	Jennifer Namie (by teleconference)
	City Engineer:	Steve Byington

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:01 p.m. followed by the pledge of allegiance led by Officer Frank Lerma and a brief prayer by Mayor Pappas.

PUBLIC COMMENTS *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*

Mayor Pappas honored Officer Frank Lerma with a proclamation naming February 23, 2021 as "Officer Frank Lerma Day" in honor of his retirement.

Mayor Pappas honored Richard Heustess by; a) presenting him with a proclamation naming February 24, 2021 as "Richard Heustess Day"; b) announcing that a City park has been named "Heustess Park"; and c) presenting a bronze plaque that will be installed in the park to commemorate the naming of the park in Richard's honor.

REPORTS

Treasurer: City Administrator Tom Fullen, presented the financial report and gave a brief summary.

Police Commission: Chief Ray Schultz presented the police department report.

The Police Department is currently under budget. Mail fraud is still an issue with people taking mail directly from residents' mail boxes. Two arrests have been made and a warrant has been issued for someone inside the USPS who has been working with these individuals to steal mail from USPS mail deposit boxes.

Chief Schultz thanked City staff for their help through the storm. It went from a storm event to a utility event. He reported that a lot of the damage to homes in the Villages was caused by fire suppression sprinklers. Fortunately, City staff, working with the Police Department and the Water Authority, were able to turn off all water in Hunters Creek City Hall so there were no water damage issues.

Memorial Villages Police Department went out for bid on healthcare insurance coverage. After a competitive bid process, the Police Department chose a United Health Care bundled package, with dental and vision coverage, resulting in a decrease in cost of 12.6%.

Fire Commission: Councilmember Jay Carlton presented the fire department report.

The average response time for EMS was 3 minutes and 53 seconds. The Fire Department receives an average of 1.2 calls per day. On February 16th and 17th there were 50 calls for service. These calls included water leaks, fire alarms, gas leaks, and 3 house fires. One of those fires occurred in Hunters Creek and was a total loss. Fortunately, everyone got out safely.

Councilmember Carlton will speak at the next Fire Commission meeting about preparing better for disasters, especially regarding emergency food and water. He is concerned that the Police Department and Fire Department are not prepared for those emergency situations that might last for several weeks.

Building Official: James Stewart, City Building Official, gave a brief summary of the building report.

The City is getting lots of calls from residents who do not know who their sprinkler system providers are.

For the last month, permitting and inspection numbers are going up. Several new homes are either currently under construction or in the plan/review stage. The Public Works Department worked hard to prepare for the storm in turning off City sprinkler systems.

City Engineer: Steve Byington, City Engineer, reported on ongoing public work projects.

A. Voss at Second Baptist

The work is substantially complete and should be open to traffic by the end of the week of March 1.

B. Beinhorn and Voss – Traffic Signal Reconstruction

1. Minor corrections are being made and surface repairs are anticipated the week of March 1st.

2. Startup of signals to occur during the week of the 22nd. We will then run the new system for two weeks with signal heads bagged to monitor issues. If after the two weeks there are no issues, we will switch over to the new signals and then schedule to take down span poles and complete the project.
 3. Contract amount is \$329,078.87 and the project is on budget.
- C. 2020 Street Maintenance – Memorial Drive
1. Striping is the only remaining activity. The Mayor would like to have a quote to have the striping done fully. He does not like the half striping.
 2. Will have a closeout change order in March council meeting.
- D. 10 Willowend Dr. Outfall Replacement
1. There is an item on this agenda for consideration of the engineering scope and fee amendment.
 2. The good news is that staff thinks they can rehabilitate most of the outfall pipe from the inside to avoid disturbing the homeowner's landscape, driveway and fencing. The bad news is that they will need to get review and approval from flood control as well as the Corps of Engineers. Staff will also need to get districts permission to access Buffalo Bayou from HCFCO property.
 3. The basic services are \$37,700 and additional services are \$26,200 for a total of \$63,900.
 4. Staff does not have a construction estimate yet as they do not know how much will be internal repair vs. open cut. Cost will vary between \$150k and \$300k.
- E. Ripple Creek Repairs
1. First advertisement occurs today (17th). Bid opening to occur on March 12th.
 2. Project estimate is \$175k
 3. Will have a recommendation for award in March council meeting.
- F. Voss Closure Feb 3rd – 5th
1. On the weekend of the 1st of February, the City Engineer received calls from MVPD regarding a storm sewer manhole cover that came off two different times over the weekend at Voss, inside the northbound lane between Memorial and the bridge. The ring, which had been installed 31 years ago, had warped and the manhole would overturn and fly off after a car would hit it just right.
 2. On Tuesday staff negotiated an emergency repair and shut down the lane. On Tuesday morning the cover was found lying against the curb of the esplanade. Approximately 12 ft x 12 ft of pavement was replaced.
- G. Entry Sign Beautification Project
- Tom Fullen, City Administrator, is not happy with the designs that have been presented for the entry sign beautification project. He asked for more options and will present those to Council in March.

Mayor Report:

Mayor Pappas is trying to get special group pricing for generators for city residents as generators are in high demand right now and the supply is low. He sent a VLINK to residents to gauge their interest in purchasing generators at a discounted group rate.

CONSENT AGENDA *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*

1. Approval of the Minutes of the Regular Meeting on January 26, 2021.
2. Approval of the Cash Disbursement Journal for January, 2021.

A motion was made by Councilmember Spalding to approve the consent agenda. Councilmember Carlton seconded the motion and the motion carried unanimously.

REGULAR AGENDA

1. Discussion and possible action to approve Amendment No. 66 to the engineering contract with Cobb Fendley in the amount of \$63,900.00 for Engineering Services associated with the 10 Willowend Outfall Replacement Project.

A motion was made by Councilmember Spalding to approve Amendment No. 66 to the engineering contract with Cobb Fendley in the amount of \$63,900.00 for Engineering Services associated with the 10 Willowend Outfall Replacement Project. Councilmember Marks seconded the motion and the motion carried unanimously.

2. Discussion and possible action to consider a request for an extension of building permit 201600635, which expires February 23rd, 2021 and authorize construction at 10802 Hunters Forest Drive, and setting the fees and conditions for the extension.

A motion was made by Councilmember Spalding to approve a four month extension of building permit 201600635 at a rate of \$541.52 per month, which expires February 23rd, 2021 and authorize construction at 10802 Hunters Forest Drive. Councilmember Carlton seconded the motion.

Councilmember Carlton made an amended motion to approve a four month extension of building permit 201600635 at a rate of \$541.52 per month with a requirement that the owner or property manager report the progress of construction to Council at every Council meeting for the duration of the extension. Councilmember Spalding seconded the motion and the motion carried unanimously.

3. Discussion and possible action to adopt an ordinance of the City Council of the City of Hunters Creek Village, Texas, declaring that the unopposed candidates for

Mayor and Councilmember Positions nos. 4, and 5 are duly elected; cancelling the May 1, 2021, General Municipal Election; and containing other provisions relating to the subject.

A motion was made by Councilmember Spalding to adopt an ordinance of the City Council of the City of Hunters Creek Village, Texas, declaring that the unopposed candidates for Mayor and Councilmember Positions nos. 4, and 5 are duly elected; cancelling the May 1, 2021, General Municipal Election; and containing other provisions relating to the subject. Councilmember Sapien seconded the motion and the motion carried unanimously.

4. Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas, adopting amendment No. 2 to the original budget of the City of Hunters Creek Village, Texas, for the year 2020 providing detailed line item increases or decreases; providing for severability; and containing other provisions relating to the subject.

A motion was made by Councilmember Cowell to approve an ordinance of the City of Hunters Creek Village, Texas, adopting amendment No. 2 to the original budget of the City of Hunters Creek Village, Texas, for the year 2020 providing detailed line item increases or decreases; providing for severability; and containing other provisions relating to the subject. Councilmember Sapien seconded the motion and the motion carried unanimously.

5. Discussion and possible action to approve a Network Node Deployment Agreement (which includes a list of proposed node locations) with Verizon Wireless.

No action was taken on this item.

ADJOURNMENT

At 7:07 p.m. a motion was made by Councilmember Cowell to adjourn the meeting. Councilmember Carlton seconded the motion. The vote to approve the motion was unanimous.

The meeting was adjourned at 7:07 p.m.

These minutes were approved on the 23rd day of March, 2021.



Jim Pappas, Mayor

ATTEST:

Tom Fullen

Tom Fullen, City Administrator
Acting City Secretary

