

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
January 28, 2020**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, January 28, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien Ken Spalding Chip Cowell Jay Carlton
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	City Secretary:	Crystal R. Dozier
	City Engineer:	Steve Byington

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:03 p.m. followed by the pledge of allegiance led by Joshua Thorton from Troop 642 and invocation by Mayor Pappas.

PUBLIC COMMENTS

There were no public comments.

REPORTS

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

Police Commission: Chief Ray Schultz reported and gave a brief summary. Follow-up on Previous Month Items/Requests from Commission-None pending. Personnel Changes/Issues/Updates-Initiated the 2020 Health Care and Benefits RFP Process. Conducted officers annual bid for assignments.

Major/Significant Events

- Hosted a mother daughter RAD Class during the Christmas break, December 16-18th.
- Added abandoned/empty residences to the MVPD house watch list.
- 2 ALPR hits of stolen vehicles with subsequent arrests involving organized groups of identity thieves. Recovered credit cards, ID's, mail, account numbers with DOB's and SSN's of 100+ victims.
- Provided an escort and participated in the 2019 twinkle light parade, to include handling a pedestrian/MVA that occurred along the parade route. MVPD contingency planning held the parade to allow for first responders to render aid.
- Provided traffic control and an escort for hayrides during the Chapelwood Holiday Festival.
- Assisted in serving lunch to seniors at the annual memorial area Exchange Club holiday luncheon.

- 12/20/19 at 0145 hours. ALPR hit and vehicle recovery. Officers responded to the area after being notified of an ALPR hit. Officers located the stolen truck parked nearby. Through investigation it was learned that a black male had parked the truck gone to a nearby residence and rang the doorbell, before running away. It is believed that the male may have been planning a crime and fled after seeing the responding officers. Inside the stolen truck officers located stolen credit cards, blank check paper, ID's and other items used in identity theft. Most cases were linked to the Sugarland area.

Status Update on any Major Projects-Started research on 2020 vehicle replacement options after learning that 2020 Ford Explorers will not be available again this year. Installed Evertel messaging capture and catalogue system (SB944 compliant) on all department employees and department owned cellphones. (Trial) Initiated a change in notifying VFD of all accidents minor/major as per their request.

Fire Commission: Councilman Carlton gave a brief report on the ongoing renovation of the fire department. Project drawings are done. Prebid is on February 4th. The dispatch equipment has been purchased and the cost was under budget.

Building Official: James Stewart, City Building Official gave a brief summary of the building report. Hunters Creek Elementary has submitted building plans for the new school. The estimated permit fee will be \$150K. The city is waiting on approval from Memorial Village Water Authority and CobbFendley. The City will start an animal trap request form in order to keep track of animal traps. The maintenance crew is working on cleaning up and cleaning out the maintenance shop.

City Engineer: Steve Byington, City Engineer reported on the following public work projects:

- a. 2019 Outfall Replacement-Outfalls #5 and #24

The project is within budget. The landscaping at Dodson's is the only work remaining. It will occur while Mrs. Dodson is at home. This work is anticipated for first week in February. Porta john needs to be on site for landscape crews. Total contract amount is \$353,981. The project will be closed out and will have a closeout change order for next council meeting.

- b. Beinhorn and Voss – Traffic Signal Reconstruction (preliminary phase)

While resolving the material only procurement, and discussing our bid process with manufacturers, the City Engineer was assured by all that their lead time has been reduced from one year, to less than six months. Construction plans are developed to 90% and could be bid ready within the week. CenterPoint gas conflict will be resolved by September. City Engineer requests authorization to bid complete project in March.

- c. CCTV Phase II

Additional work is 50% complete and will be 100% complete by next meeting. Total contract amount, as revised, is \$50k. Work is city wide, however, the work has very little impact to traveling public or residents.

- d. Voss at Second Baptist

The City Engineer met with a geotechnical engineer. They are now confident that the slope paving is a complete loss and will have to be reconstructed in addition to at least the outside lane and sidewalk. They will be recommending a multi-step evaluation and design process that includes alternatives evaluation and recommended solution. First step in the process is full

survey, ground penetrating radar and borings to determine extent of voids. There is an amendment for engineering on this agenda to complete this step. Construction cost still unknown but could range between \$1.5M and \$2.5M.

e. Hunters Creek Elementary Drainage

Construction drawings are being reviewed.

f. River Glyn Dr – Outfall

The City Engineer performed CCTV and determined that the entire length of pipe from the inlet in the cul-de-sac to the outfall has failed. The amendment for engineering services for this outfall is on this agenda. Construction cost will be approximately \$150,000. There is a line item for outfall repair in this years CIP that will be utilized.



7E-I.1	Code:	Continuous:	Pos:	Val 1 / 2 :	% :	Gallons:
0.0 ft.	Access Point Manhole 7E-I.1					
0.0 ft.	Water Level				5	
4.8 ft.	Deposits Attached Other		1 - 6		5	
6.0 ft.	Crack Longitudinal		12			
6.1 ft.	Crack Circumferential		11 - 1			
17.7 ft.	Crack Longitudinal		12			
17.7 ft.	Crack Longitudinal		2			
18.6 ft.	Crack Longitudinal	Start S01	12			
22.1 ft.	Crack Longitudinal		9			
25.1 ft.	Crack Longitudinal	End F01	12			
25.1 ft.	Crack Multiple	Start S02	12 - 12			
88.7 ft.	Crack Multiple	End F02	12 - 12			
91.6 ft.	Crack Longitudinal	Start S03	12			
97.0 ft.	Crack Longitudinal	End F03	12			

g. 2020 Street Maintenance

The amendment for engineering services for this year’s street maintenance is on the agenda. This year we intend to use all methods; slab jacking, asphalt repair, concrete panel replacement and joint sealing. Part of the design process will include preparing a list of recommended locations for council review and approval. The intent is to take care of city-wide current potholes, birdbaths, spalled and settled concrete panels. We recently discovered that all the wood expansion joints in the streets of Memorial Estates have disintegrated completely. Runoff is free flowing into the subgrade of the pavement at these locations. This will cause the pavement to fail in several years. Otherwise, these streets are in good_shape and we do not

anticipate maintenance or replacement for over 10 years. The three streets currently rank #50, #56, and #102 (out of 102 streets) on the priority list. Therefore, we recommend that part of this year's street maintenance budget be used to repair these joints.

Mayor and Council Reports

Mayor Pappas reported he is working on decorative wraps for the signal control boxes.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on December 10, 2019.
2. Approval of the Cash Disbursement Journal for December, 2019.

A motion was made by Councilman Cowell to approve the Consent Agenda, with the deletion of the last sentence on page 29 from the minutes of the December 10, 2019 City Council meeting. Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

REGULAR AGENDA

1. Discussion and possible action to consider an amendment to the Memorial Village Police Department Interlocal Agreement to revise the provision governing the approval requirements for intra-budget transfers.

A motion was made by Councilman Spalding to approve an amendment to the Memorial Village Police Department Interlocal Agreement to revise the provision governing the approval requirements for intra-budget transfers. Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

2. Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 2, 2020, for the purpose of electing three (3) Council Members (Position Nos. 1, 2, and 3); and providing details relating to the holding of the election.

A motion was made by Councilman Spalding to adopt an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 2, 2020, for the purpose of electing three (3) Council Members (Position Nos. 1, 2, and 3); and providing details relating to the holding of the election. Councilman Marks seconded the motions. The vote to approve the motion was unanimous.

3. Discussion and possible action to approve an amendment to the General Mobility Program Agreement with METRO for Congestion Mitigation/Traffic Management.

A motion was made by Councilman Spalding to approve an amendment to the General Mobility Program Agreement with METRO for Congestion Mitigation/Traffic Management. Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

4. Discussion and possible action on the Mayor's request for input from the City Council on who should be appointed as the Harris County municipalities' representative on the board of directors of the Gulf Coast Authority.

A motion was made by Councilman Cowell to recommend to the Mayor that he vote to appoint Darrell Morrison as the Harris County municipalities' representative on the board of directors

of the Gulf Coast Authority. Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

5. Discussion and possible action regarding the City's 2020 Arbor Day program.

A motion was made by Councilman Cowell to keep the City's Arbor Day program and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

6. Discussion and possible action to approve contract amendment #62 for engineering services for 2020 Street Maintenance in the amount of \$65,500.

No action taken.

7. Discussion and possible action to approve contract amendment #63 for engineering services for River Glyn Outfall in the amount of \$29,800.

A motion was made by Councilman Spalding to approve contract amendment #63 for engineering services for River Glyn Outfall in the amount of \$29,800 and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

8. Discussion and possible action to approve contract amendment #64 for engineering services for Voss Road Retaining Wall, Phase 1 Investigation not to exceed the amount of \$100,000.

A motion was made by Councilman Spalding to approve contract amendment #64 for engineering services for Voss Road Retaining Wall, Phase 1 Investigation not to exceed the amount of \$87,378 and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

9. Discussion and possible action to renew the maintenance agreement with Texas Elite Generators for City's generator.

A motion was made by Councilman Spalding to renew the maintenance agreement with Texas Elite Generators for City's generator and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

10. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, during calendar year 2019, the city council reviewed the City's Investment Policy and investment strategies; amending the City's Investment Policy; and making other provisions related to the subject.

A motion was made by Councilman Spalding to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, during calendar year 2019, the city council reviewed the City's Investment Policy and investment strategies; amending the City's Investment Policy; and making other provisions related to the subject. Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

11. **A motion was made by Councilman Spalding with a second by Councilman Carlton to adjourn the meeting. The vote to approve the motion was unanimous.**

12. **The meeting was adjourned at 7:11 p.m.**

These minutes were approved on the 25th day of February, 2020.

/s/
Jim Pappas, Mayor

ATTEST:

 /s/
Crystal R. Dozier, TRMC
City Secretary