

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
February 27, 2018**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, February 27, 2018, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks
		Fidel Sapien
		Ken Spalding
		Chip Cowell
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	City Secretary:	Crystal R. Dozier
	City Building Official:	James Stewart
	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 Chief David Foster and invocation led by Mayor Pappas.***

***JOINT PUBLIC HEARING. A joint public hearing will be held before the City Council and the Planning and Zoning Commission for the purpose of receiving testimony for or against for proposed amendments to the Zoning Chapter of the City of Hunters Creek Village to: establish new maximum heights, for anything built or placed in a required rear or side yard. More specifically, maximum heights, as measured from natural ground level, would be limited to: 8' (14' for open air structures) if located 5-10' from the rear and side property lines; 10' (14' for open air structures) if located 10-15' from the rear and side property lines; or 15' if located more than 15' from the rear and side property lines.***

The Public Hearing was opened for comments. Matt Benner at 12 Voss Park and Al Deaver at 10907 Wickline spoke before the Council either for or against the proposed zoning change. The Public Hearing was closed.

1. Discussion and possible action to receive the final report and recommendation from the Planning and Zoning Commission.

**A motion was made by Councilman Spalding to accept the final report and recommendation from the Planning and Zoning Commission and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to adopt an ordinance to: establish new maximum heights, for anything built or placed in a required rear or side yard. More specifically, maximum heights, as measured from natural ground level, would be limited to: 8' (14' for open air structures) if located 5-10' from the rear and side property lines; 14' if located 10-15' from the rear and side property lines; or 15' if located more than 15' from the rear and side property lines.

**A motion was made by Councilman Spalding to adopt an ordinance to establish new maximum heights, for anything built or placed in a required rear or side yard. More specifically, maximum heights, as measured from natural ground level, would be limited to: 8' (14' for open air structures) if located 5-10' from the rear and side property lines; 14' if located 10-15' from the rear and side property lines; or 15' if located more than 15' from the rear and side property lines and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

### **PUBLIC COMMENTS**

Matt Benner at 12 Voss Park addressed the Council regarding the residency of former Mayor Wegner. Jack Carlson at 14 Willowend addressed the Council regarding the Wickline drainage study.

### **REPORTS**

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

Police Commission: Commissioner Steve Reichel presented the police report and gave a brief summary on recent events. Follow-up on Previous Month Items/Requests from Commission-NetSential is changing the template titles to help ensure the initiating agency is using the correct header. Personnel Changes/Issues/Updates-Officer Mascione resigned effective 1/18/18 and returned to HC Prescient. The department currently has 4 officer vacancies. Personnel have been redeployed so that each team is staffed with 4 officers and 1 sergeant. Administration is assisting with fill in as needed. A new monthly recruiting tracking spreadsheet has been implemented in order for the department to identify where candidates are falling short in the hiring and selection process. Sergeant Owens completed phase one of LEMIT training.

### Major/Significant Events

- On 1/6/18 we had several auto burglaries occur in the River Bend neighborhood. 4 suspects walked the area checking for unlocked vehicles. The NA LP video system was down for maintenance. MVPD personnel did locate area surveillance and we put out a V-LINC notification.
- 1/16/18 - Area Ice Storm. The MVPD remained fully staffed during the ice Storm and subsequent road, school and business closures. Response times remained consistent without any delays.
- On 1/30/18 an attempted armed robbery and home invasion occurred in Bunker Hill Village. Officers were dispatched and arrived in under 3 minutes. The suspect had hit by a vehicle and required life-saving aid. The juvenile suspect was admitted to the hospital. The event gathered media attention. The juvenile was subsequently released from the hospital. Charges were accepted by the DA's Office. Note the suspect has multiple prior arrests.

Status Update on any Major Projects-The rear-doors and interior jail door intercom system repairs are still waiting for ordered parts to arrive for installation. The front door intercom and interior jail monitoring system do work. The new replacement copier was ordered on 1/23/18. Staff was able to negotiate a reduced per copy maintenance fee with the vendor and through a January promotion was able to upgrade the copier to a more robust unit at the same price. Bids are being obtained to strip old glue and re-stain the concrete stairwells. This will help with maintenance and esthetics. MVPD co-hosted a second RAD School January 17th through January 19th.

Fire Commission: Chief David Foster presented the fire report and gave a brief summary. There is currently one vacancy and one person has tested. The department has organized a CPR class to be held at city hall. The department will also be hosting their first fire safety class on Saturday, February 31<sup>st</sup>.

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

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

a. Two Outfall Rehabilitation

**The plans are currently at HCFCD for review and concurrence. The engineers will request authorization to bid at this council meeting. Bidding process will take approximately six weeks. They will have a recommendation for award of a construction contract in April. Construction will take approximately two months.**

b. Wickline Drainage Study

**The models are complete and 90% of deliverables are prepared. Engineers will meet with some stakeholders and staff to discuss format of workshop/townhall and final exhibits prior to council meeting.**

c. MVWA Sanitary Sewer Rehabilitation Project

**The Water Authority's contractor is still on Voss and anticipate moving south of Beinhorn within the week. Engineers will provide a schedule of other streets activities and schedule for remaining work on Voss at council meeting.**

d. Beinhorn/Voss Traffic Signal

**The intersection detection is currently made up of some detector loops and some PODs. The PODs are the new method of detection that the City is implementing. The intent was to implement PODs 100% at all three intersections as part of the Memorial/Voss Intersection improvements Project. Several of the remaining detector loops have been malfunctioning lately compounding the traffic backups caused by the lane closure by MVWA. The engineers are working with the PODs vendor to complete this intersection in the next two weeks. The cost to complete should be less than \$3k.**

e. Memorial/Voss Intersection Improvements

**Design of the improvements is underway and approximately 60% complete. Improvements will include mast arms, removal of all span wire, new pedestrian elements including ramps. Bluetooth detection PODS will be installed in all lanes at all three intersections as part of this project. This will replace the remaining aged and failing magnetic detector loops. Additionally, this will allow us to record all movements and eventually refine the timing plans to optimize signal timing using the advanced controllers installed in 2015. There are several elements to the pole structural that determine the "ornamental" component.**

City Administrators Report: Tom Fullen, City Administrator reported the Chinese Baptist Church will be hosting 150 volunteers that will be providing aid to Harvey victims for two weeks.

Mayor and Council: Councilman Cowell reported on the proposed state legislation capping local tax rate increases at 2.5%.

### **CONSENT AGENDA**

1. Approval of the Minutes of the Regular Meeting on January 23, 2018.
2. Approval of the Cash Disbursement Journal for January, 2018.

**A motion was made by Councilman Cowell to approve the Consent Agenda and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.**

### **REGULAR AGENDA**

1. Discussion and possible action to address drainage issues associated with the construction of a large private wall/fence adjoining the Lindenwood and Longwood neighborhoods.

**No action taken.**

2. Discussion and possible action to extend the waiver of permit fees for repairs of damage caused by Hurricane Harvey.

**A motion was made by Councilman Spalding to adopt an ordinance extending the waiver of permit fees for repairs of damage caused by Hurricane Harvey and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

3. Discussion and possible action to add property damage coverage for traffic control lights to the city's coverage agreement with the TML Intergovernmental Risk Pool.

**A motion was made by Councilman Spalding to postpone the item indefinitely Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

4. Discussion and possible action to determine funding strategies for the City's capital improvements program.

**A motion was made by Councilman Marks to schedule a Capital Improvement Project Workshop for Tuesday, March 27<sup>th</sup> at 4:00 pm and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.**

5. Discussion and possible action to consider a request for an extension of building permit 201505244, which expired on February 23, 2018 and which authorized construction at 801 Saddlewood, and setting the fees and conditions for the extension.

**A motion was made by Councilman Cowell to extend the building permit 201505244 for 801 Saddlewood for 3 months and to impose an extension fee of 25% of original permit fee and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

6. Discussion and possible action to approve an Ordinance declaring the unopposed candidates for Council Position No. 1 (Stuart Marks), Council Position No. 2 (Fidel Sapien), and Council Position No. 3 (Ken Spalding) duly elected and providing that the May 5, 2018 General Municipal Election shall not be held and cancelled.

**A motion was made by Councilman Spalding to approve an ordinance declaring the unopposed candidates for Council Position No. 1 (Stuart Marks), Council Position No. 2 (Fidel Sapien), and Council Position No. 3 (Ken Spalding) duly elected and providing that the May 5, 2018 General Municipal Election shall not be held and cancelled and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.**

7. Discussion and possible action to authorize the City engineer to advertise for bids for the Two Outfall Rehabilitation Projects.

**A motion was made by Councilman Spalding to authorize the City engineer to advertise for bids for the Two Outfall Rehabilitation Projects and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

8. Discussion and possible action to set a date and time for a Wickline Drainage Study Townhall meeting.

**A motion was made by Councilman Spalding to schedule a town hall meeting on Tuesday, March 20<sup>th</sup> at 6:00 pm for the Wickline Drainage Study and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

**At 7:42 p.m., the City Council recessed into closed executive session to discuss the following items.**

- a. consultation with the City's Attorney (Texas Government Code, §551.071)

**At 8:08 p.m., the City Council reconvened into open public session.**

**No action was taken.**

9. **A motion was made by Councilmember Cowell with a second by Councilmember Marks to adjourn the meeting. The vote to approve the motion was unanimous.**

8. **The meeting was adjourned at 8:09 p.m.**

These minutes were approved on the 27<sup>th</sup> day of March, 2018.

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/s/  
Jim Pappas, Mayor

ATTEST:

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/s/  
Crystal R. Dozier, TRMC  
City Secretary

