

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
March 24, 2020**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, March 24, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas. Attendance at the meeting was limited to the council members and selected City staff to keep the total to ten or less. A toll-free number was provided for members of the public to call in to participate in the meeting by teleconference.

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 (by teleconference)
	City Engineer:	Steve Byington

***With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:00 p.m. followed by the pledge of allegiance led by City Attorney, John Hightower, 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 presented the police department report. The Police Department has established special procedures for operation during the COVID-19 medical emergency. The Department stocked up on cleaning supplies and has assigned the administrative staff to work remotely from home. Efforts have been made to identify special needs individuals and to develop a plan for providing support to them if necessary.

Fire Commission: Councilman Carlton presented the fire department report. The March meeting of the Fire Commission was cancelled. A decision was made to keep the fuel tanks in operation because of the COVID-19 medical emergency. Six firemen were believed to have been exposed to the virus during an emergency call and were placed in temporary quarantine in a local hotel. The Department's employees are incurring a large amount of overtime and there may be budget issues to address in the near future.

Building Official: No report.

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. City Engineer is currently coordinating with landscaping contractor at Dodson residence. Work is anticipated to be completed within the next two weeks. Project close-out to follow. Total contract amount is \$353,981.**

- b. 2020 Outfall Replacement – Outfall #32 (River Glyn Drive)

**City Engineer received a total of 6 bids on March 16th. They are currently reviewing bids and contractor qualifications and will provide a recommendation at the council meeting. Outfall rehabilitation estimated completion date is June 2020. Overall construction cost will be approximately \$150,000.**

- c. Voss at Second Baptist

**City Engineer is awaiting draft report from geotechnical engineer.**

- d. Beinhorn and Voss – Traffic Signal Reconstruction

**Decorative pole lead time has been reduced from one year, to less than six months. Construction plans are advertised and bid opening is Thursday, March 26th, 2020. Centerpoint gas conflict will be resolved by September.**

- e. Everwood Lane – Asphalt Street Maintenance

**Contractors have submitted prices and bid tabulation is attached. For longer lasting repair and greater appeal to roadway, Engineer's recommendation is to award A-1 Construction Services for OPTION A - 2" Mill and Overlay in the amount of \$33,930.00 with up to \$10,000 in Extra Work Items for Base Repair, as needed. Selected base repair material to be determined during pre-con. This option will repair the entire surface of the roadway.**

- f. CCTV Phase II

**Contractor has completed additional inspection work. Contractor's pay app is currently under review. Currently checking all videos requested were provided. Total contract revised is \$50k.**

- g. Hunters Creek Elementary Drainage

**All comments addressed.**

### Mayor and Council Reports

Mayor Pappas reported that he had contacted U.S' Representative Lizzie Fletcher to urge that she support the COVID-19 relief legislation and had participated in a conference call with Harris County Judge Hidalgo.

### CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on February 25, 2020.
2. Approval of the Cash Disbursement Journal for February, 2020.

**A motion was made and seconded to approve the consent agenda. The vote to approve the motion was unanimous.**

**REGULAR AGENDA**

1. Discussion and possible action to adopt a resolution suspending CenterPoint Energy's 2020 Annual Gas Reliability Infrastructure Program ("GRIP") rate adjustment for 45 days.

**A motion was made and seconded to approve the resolution. The vote to approve the motion was unanimous.**

2. Discussion and possible action to decide whether or not to decline the 2020 consumer price index adjustment to the City's telecommunications right-of-way access line rates.

**A motion was made and seconded to decline the consumer price index adjustment. The vote to approve the motion was unanimous.**

3. Discussion and possible action to award a bid to A-1 Construction Services for Everwood Street Asphalt Repair in an amount not to exceed \$35,000.

**A motion was made and seconded to award the bid to A-1 Construction Services for Everwood Street Asphalt Repair in amount not to exceed \$40,000. The vote to approve the motion was unanimous. Council Member Sapien was not present during this vote.**

4. Discussion and possible action award a bid to Preferred Industrial Contractors, Inc. for Outfall #32 Rehabilitation at 1002 River Glyn Drive in the amount of \$115,915.00.

**A motion was made and seconded to award the bid to Preferred Industrial Contractors, Inc. for Outfall #32 Rehabilitation at 1002 River Glyn Drive in the amount of \$115,915.00. The vote to approve the motion was unanimous. Council Member Sapien was not present during this vote.**

5. Discussion and possible action to adopt a resolution extending the Mayor's declaration of a local state of disaster in response to the COVID-19 Virus Pandemic.

**A motion was made and seconded to adopt an ordinance granting the City Council's consent to the extension of the Mayor's disaster declaration to April 28, 2020. The vote to approve the motion was unanimous. Council Member Sapien was not present during this vote.**

6. Discussion and possible action regarding other measures to be taken by the City in response to the COVID-19 Virus Pandemic.

**No action was taken on this item.**

7. Discussion and possible action to discuss employees temporarily working from home during the COVID-19 Virus Pandemic.

**No action was taken on this item.**

- G. **EXECUTIVE SESSION** It is anticipated that all, or a portion of the discussion of the following items, if any, will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.

**At 7:00 p.m. the Mayor announced that the City Council was recessing into closed executive session under Section 551.074 of the Texas Open Meeting Act to deliberate on item 7, above. No action was taken during the closed executive session.**

H. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.

**At 7:13 p.m. the City Council reconvened in open session. No further action was taken.**

I. ADJOURNMENT

**At 7:13 p.m. a motion was made and seconded to adjourn the meeting. The vote to approve the motion was unanimous.**

The meeting was adjourned at 7:13 p.m.

These minutes were approved on the 28<sup>th</sup> day of April, 2020.

                  /s/                    
Jim Pappas, Mayor

ATTEST:

                  /s/                    
Crystal R. Dozier, TRMC  
City Secretary