

**CITY OF HUNTERS CREEK VILLAGE, TEXAS**  
**MINUTES OF THE REGULAR**  
**CITY COUNCIL MEETING**  
**April 24, 2018**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, April 24, 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
		Jay Carlton
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	City Secretary:	Crystal R. Dozier
	City Building Official:	James Stewart

***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 Graham Fuqua Co-Mayor for the day and invocation led by Mayor Pappas.***

**PUBLIC COMMENTS**

Matt Benner at 12 Voss Park addressed his concerns regarding a Public Information Request. Jack Carlson spoke before 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 Reichek, presented the police report and gave a brief summary on recent events. Follow-up on Previous Month Items/Requests from Commission. Hiring and Recruiting material modified to include the hiring incentives. Personnel Changes/Issues/Updates-TCO Jessica Hoffman offered her resignation effective 3/30/18. Ms. Hoffman and her fiancé decided to move to Colorado in order for him to pursue a career in Law Enforcement there. The MVPD currently has received 3 applications for TCO. The department has tested 4 officer candidates this month and 3 passed the initial testing phase. 3 applicants were selected to proceed to the background phase. 2 of the 3 candidates look solid at this point.

**Major/Significant Events**

- MVPD attended a joint Houston Area Chief's and ISD Chief's meeting and Conference on school active shooter response protocols, duties and responsibilities.
- MVPD personnel attended a sentencing hearing on a suspect involved in a Bunker Hill 2014 Home Invasion Robbery. The offender was sentenced to a 35 year prison term.
- MVPD utilized a drone to assist in the identification and location of 4 individuals who had climbed on top of and then hid out of sight on the roof of Bunker Hill Elementary

School while they smoked marijuana. The subjects were removed from the roof, cited and released to their parents.

Status Update on any Major Projects-Follow-up – third on-site interview with consultant from McGrath and Associates was held on 4/3/18. Police Unit #79 experienced a condensation issue where water was leaking on the floorboard causing mildew and the air conditioning to malfunction. After several trips to the dealership a plastic clip was found in the duct work that was blocking the drainage hole. The cost of repair was \$1600. The MVPD contacted our vehicle up-fitter who agreed that the clip was theirs and they owned responsibility for the costs of the repair and paid the invoice. The first 2018 replacement vehicle arrived (Tahoe) and is being scheduled for the up-fitting of equipment. Taser recertification has begun for all personnel and will be completed by the middle of April.

Fire Commission: Councilman Jay Carlton, presented the fire report and gave a brief summary. The department will be advertising to replace the roof on the fire station. The bids will be due May 3<sup>rd</sup>. At the next commission meeting the Commissioners will be discussing solicitation for renovation design with \$3 million budget.

Building Official: James Stewart, City Building Official gave a brief summary of the building report. The building department will also be working with Blue Prince the permitting software to better utilize the software.

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

a. Two Outfall Rehabilitation

**The bid opening was on Friday the 20<sup>th</sup> and after an analysis of bids a recommendation to award was made. Construction should start within about two weeks of the council meeting and construction will take 75 days to substantial completion.**

b. Wickline Drainage Study

**The presentation was made available online via Dropbox. Many of the Willowick residents requested and downloaded. The report will be finalized this month.**

c. MVWA Sanitary Sewer Rehabilitation Project

**Work on Voss Road and Memorial is complete. Another sinkhole was discovered and repaired. It was in the Voss right-of-way under the west sidewalk in a line that services Teakwood Lane.**

d. Beinhorn/Voss Traffic Signal

**Staff successfully self-performed the installation of the PODs in 50% of the intersection. When the additional materials arrive in the next two weeks staff will install the remaining detectors. The other two intersections will be completed during the reconstruction of the Voss/Memorial intersection.**

e. Memorial/Voss Intersection Improvements

**The City Engineer is requesting authorization to advertise for bids and are proposing to use illuminated street signs.**

f. Television Inspection of Outfalls/Storm Sewer

**The City Engineer is requesting authorization to advertise for bids and once the work is complete, the engineers will be able to better predict overall condition and need of the storm sewer system within the city.**

g. Piney Point Drainage

**The drainage work at Greenbay and Memorial is complete and the road should be open before the weekend. The City Engineer will be meeting with Piney Point's engineers to thoroughly review their drainage work recently performed. The City Administrator and City Engineer are scheduled to meet with Piney Point Village city administrator and engineer to discuss their Master Drainage Plan. The contractor (Conrad Construction) graciously took care of the nearby pothole located at Bryn Mawr and Memorial Drive when they did the paving.**

**CONSENT AGENDA**

1. Approval of the Minutes of the Regular Meeting on March 27, 2018.
2. Approval of the Cash Disbursement Journal for March, 2018.

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

**REGULAR AGENDA**

1. Discussion and possible action to consider the City's legal options for dealing with the nuisance condition regarding the property located at 10803 Beinhorn Road.

**A motion was made by Councilman Spalding to recommend to the City Building Official that he proceed with issuing a violation notice of public nuisance to the property owner of 10803 Beinhorn and Councilman Carlton second the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to authorize to advertise for bids for the internal television inspection of select storm sewers and outfalls.

**A motion was made by Councilman Spalding to authorize the City Engineer to advertise for bids for the internal television inspection of select storm sewers and outfalls and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

3. Discussion and possible action to authorize to advertise for bids for the Memorial/Voss intersection improvements.

**A motion was made by Councilman Spalding to authorize the City Engineer to advertise for bids for the Memorial/Voss intersection improvements and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

4. Discussion and possible action to consider to award a bid for the Outfall Reconstruction Project at Hunters Trail and Magnolia Bend.

**A motion was made by Councilman Spalding to award the bid to Conrad Construction in the amount of \$360,808 for the Outfall Reconstruction Project at Hunters Trial and Magnolia Bend and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

5. Discussion and possible action to consider whether to exercise the City's authority to suspend, for up to 45 days, CenterPoint Energy's 2018 Annual Gas Reliability Infrastructure Program ("GRIP") Interim Rate Adjustment for the Houston Division, which is scheduled to take effect on May 28, 2018.

**A motion was made by Councilman Cowell to suspend CenterPoint Energy's 2018 Annual Gas Reliability Infrastructure Program ("GRIP") Interim Rate Adjustment for the Houston Division, which is scheduled to take effect on May 28, 2018 for 45 days and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.**

6. Discussion and possible action to approve a resolution of the City of Hunters Creek Village, Texas finding that CenterPoint Energy Houston Electric, LLC's application for approval to amend its Distribution Cost Recovery Factor pursuant to 16 Tex. Admin. Code § 25.243 to decrease distribution rates within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the Company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the Company and legal counsel.

**A motion was made by Councilman Cowell to approve a resolution of the City of Hunters Creek Village, Texas finding that CenterPoint Energy Houston Electric, LLC's application for approval to amend its Distribution Cost Recovery Factor pursuant to 16 Tex. Admin. Code § 25.243 to decrease distribution rates within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the Company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the Company and legal counsel. Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

7. Discussion and possible action to accept or reject CenterPoint Energy Houston Electric, LLC's Annual Franchise Fee Calculation.

**A motion as made by Councilman Cowell to accept CenterPoint Energy Houston Electric, LLC's Annual Franchise Fee Calculation and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

8. Discussion and possible action to consider the agreement between the City of Hunters Creek Village and CenterPoint Energy for installation of LED lights.

**A motion was made by Councilman Sapien to postpone the agreement between the City of Hunters Creek Village and CenterPoint Energy for installation of LED lights until the next meeting and Councilman Cowell seconded the motion. The vote to approve the motion was as follows:**

**Aye (3) – Sapien  
Cowell  
Carlton**

**Nay (2) – Marks  
Spalding**

9. Discussion and possible action to approve a resolution of the City of Hunters Creek Village, Texas, levying additional penalties for delinquent taxes under sections 33.07 and 33.08 of the Texas Property Code.

**A motion was made by Councilman Spalding to approve a resolution of the City of Hunters Creek Village, Texas, levying additional penalties for delinquent taxes**

**under sections 33.07 and 33.08 of the Texas Property Code and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

10. Discussion and possible action to authorize staff, working with Olson and Olson, to draft a right-of-way rental agreement for use by network providers desiring to contract with the City for approval of all small cell node installations projected by the provider for a one year period.

**A motion was made by Councilman Spalding to authorize staff, working with Olson and Olson, to draft a right-of-way rental agreement for use by network providers desiring to contract with the City for approval of all small cell node installations projected by the provider for a one year period and Councilman Marks seconded the motion. The vote to approve motion was unanimous.**

11. Discussion and possible action to consider the recommendations from the Memorial Villages Police Department regarding court security.

**A motion was made by Councilman Marks to authorize Mayor Pappas to sign an agreement with Home Security Systems, Inc. for court security and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.**

12. Discussion and possible action to consider a resolution of the City Council of Hunters Creek Village, Texas, amending the current schedule of fees pertaining to Building, Plumbing, Electrical, and Mechanical Permits and Inspection Fees to establish fees for extension of Expired Building Permits.

**A motion was made by Councilman Spalding to consider a resolution of the City of Hunters Creek Village, Texas, amending the current schedule of fees pertaining to Building, Plumbing, Electrical, and Mechanical Permits and Inspection Fees to establish fees for extension of Expired Building Permits and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

13. Discussion and possible action to consider a request for an extension of building permit 201600255, to expire on May 4, 2018 and which authorized construction at 881 Country Lane, and setting the fees and conditions for the extension.

**A motion was made by Councilman Sapien to extend the building permit 201600255 for 881 Country Lane for 6 months and to impose an extension fee of 50% of original permit fee and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

14. A motion was made by Councilmember Cowell with a second by Councilmember Spalding to adjourn the meeting. The vote to approve the motion was unanimous.

15. The meeting was adjourned at 7:40 p.m.

These minutes were approved on the 22<sup>nd</sup> day of May, 2018.

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/s/  
Jim Pappas, Mayor

ATTEST:

/s/

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Crystal R. Dozier, TRMC  
City Secretary

