

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

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, April 28, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas. Physical 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 Memorial Villages Police Chief Ray Schultz, 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. Follow-up on Previous Month Items/Requests from Commission-EPI was reviewed by Legal Counsel and additional investigation was conducted at their request. Personnel Changes/Issues/Updates-An offer of employment was extended to Ms. Monica Vasquez and accepted. Officer Vasquez started on April 6, 2020. Ms. Vasquez has prior experience with the Constables Office as well as San Jacinto College. A total of 3 employees had been placed on short term quarantine due to exposures, all have returned to work. Starting on Friday March 27th we began supplementing staffing with 1 or 2 extra officers per evening between 4/5 pm and 00/1 am. The additional officers are providing extra coverage, including patrolling several hours in an unmarked police unit.

### **Major/Significant Events**

- ALPR system had a total of 35 hits, resulting in 7 recovered vehicles. Year to date total recoveries stand at 14 vehicles with a value of \$250,800.00 One vehicle contained a suspect who was in possession of US Postal Service master keys and a set of fake US Postal Inspector credentials. The real postal service took possession of the suspect and is prosecuting the case.

- 3/30/20 a resident was a victim of a robbery at her front door by a masked man armed with a firearm. Detectives first reviewed video doorbell coverage and were able to get a description of the suspect. Video was enhanced making it even better. A neighborhood canvas located home security video that showed a white Chevrolet the suspects were in. A responding officer remembered seeing a white Chevrolet leaving the area as he approached, albeit over a mile away. A search of the ALPR near the location where the officer saw the car located a single white Chevrolet along with a license plate. The license plate came back to a Houston home. Officers had staked out the home and stopped the vehicle when it left. The suspect was inside of the car still with a firearm. After being questioned he confessed to committing the robbery.

Status Update on any Major Projects-Met with Mayors about the COVID-19 Coronavirus situation and law enforcement planning. During our discussion we talked about expansion of the ALPR system to address shortfalls with the pandemic and the effect of the Stay at Home Order, and Community security. Eight additional ALPR's were ordered. The vendor agreed to provide the new ALPR cameras at the original price that we had been offered, even though the equipment has increased in price by \$500 per unit per year. The 2020 budget has funding in place to cover the additional costs. MVPD jurisdictional signage was ordered and placed throughout the Villages. 150 signs were placed along thoroughfares notifying motorists of the No Soliciting Ordinances and Usage of the ALPR System.

Fire Commission: Councilman Carlton presented the fire department report. The Commission approved the 2019 Audit which identified a \$100k deficit in the pension plan contributions. The Commission plans to request to include the revenue from Ambulance Fees in the proposed 2021 Village Fire Department budget. The General Contractor for the fire station renovation is on a 90 day price guarantee. This was set in place to ensure that all cities approved the renovation. The deadline to sign the contract is May 20<sup>th</sup> and a Commission meeting is scheduled for May 13<sup>th</sup> to approve the building contract.

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

**Project completed. Original Contract Amount – \$353,981.00 Final Contract Amount - \$336,091.00  
Agenda Item for Project Close-Out Change Order.**



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

**Currently under construction, approximately 20% complete. Outfall rehabilitation estimated completion date is June 2020.**

c. Voss at Second Baptist

**Received and reviewed final report from geotechnical engineer. Attempting to schedule a meeting with City of Houston.**

d. Beinhorn and Voss – Traffic Signal Reconstruction

**Recommend award to City Lynx as the Low Bidder for Total Bid Price of \$329,078.87. See agenda item for award recommendation. City Lynx is low bidder under every alternative scenario. The previous signal project for Memorial & Voss was awarded at \$319K, before additional work was added.**

e. Everwood Lane – Asphalt Street Maintenance

**Contractor has completed work the week of April 20, 2020. After uncovering the surface layer of asphalt, the asphalt base was inspected and determined to be in good condition. Base repair was not required.**

f. CCTV Phase II

**Contractor's pay app has been processed for video's provided. After review of videos provided, the contractor missed areas requested in the additional scope. Contractor to inspect the remaining areas. Total revised contract is \$50k.**

g. Beinhorn Phase 1 (Hedwig to Voss)

**Request for council direction on scoping and design for Beinhorn Phase I.**

#### Mayor and Council Reports

Mayor Pappas reported that on May 9<sup>th</sup> Memorial High School will be holding a parade for the graduating seniors. The parade route will be the same as for the Village Independent Festival. Also, the Village Independent Festival board is in discussion on moving the festival to Labor Day.

#### CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on March 24, 2020.
2. Approval of the Cash Disbursement Journal for March, 2020.

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

#### REGULAR AGENDA

1. Discussion and possible action to approve or object to CenterPoint Energy Houston Electric, LLC's Annual Franchise Fee Calculation.

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

2. Discussion and possible action to consider a proposed Network Node Development Agreement for providers of 5G services.

**No action taken.**

3. Discussion and possible action to award a contract to CityLynx, Inc. for Traffic Signal Replacement at Beinhorn Road and Voss Road in the amount of \$329,078.87.

**A motion was made by Councilman Spalding to award a contract to CityLynx, Inc. for Traffic Signal Replacement at Beinhorn Road and Voss Road in the amount of \$329,078.87. Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

4. Discussion and possible action to approve Change Order #1 to the contract with Environmental Allies, Inc.- (Close Out) for the Rehabilitation of Outfalls 5 and 24, in the amount \$17,890.00.

**A motion was made by Councilman Sapien to approve a Change Order #1 to the contract with Environmental Allies, Inc.- (Close Out) for the Rehabilitation of Outfalls 5 and 24, in the amount \$17,890.00. Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.**

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

**A motion was made by Councilman Sapien to adopt an ordinance extending the Mayor's declaration of a local state of disaster in response to the COVID-19 Virus Pandemic until June 30<sup>th</sup>. The vote to approve the motion was unanimous.**

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

**No action.**

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

**No action.**

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 7:50 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 6, 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 8:12 p.m. the City Council reconvened in open session. No further action was taken.**

- I. ADJOURNMENT

