

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
May 26, 2020**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, May 26, 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 6:00 p.m. followed by the pledge of allegiance led by Village Fire Department Chief David Foster, 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_Budget Committee met and reworked proposed FY21 budget. Reducing proposed expenditures to: Personnel expenses increase of 3.99%, Total budget increase of 4.44%. Initiated reimbursement process with State of Texas, FEMA staff for COVID-19 cost reimbursement. Personnel Changes/Issues/Updates-The department is now fully staffed. 44.5 FTE's. COVID-19 additional support staff of 1-2 officers per shift was reduced to only one officer per day for a maximum of 6 hours as of May 1st. The additional officer is in a marked unit using cruise lights for high visibility, during early evening hours. Ms. Loud and Ms. Bowman continue to work a modified schedule between at home and on-site. Both remain available M-F.

Major/Significant Events

- Officers Boggus and White assisted Polk County emergency personnel with recovery efforts by deploying the MVPD drone. Officers spent a total of 3 days surveying the area around Lake Livingston. 1 day in searching for victims using the FLIR and 2 days mapping damage.
- ALPR vehicle recoveries now stand at 22 recovered vehicles totaling over \$343,000 in value. Thus far in 2020, 16 of the 22 or 72% of all ALPR vehicles have a nexus to other crimes with the top crime being identity and mail thefts.

Status Update on any Major Projects-Held introductory teleconference with State officials for the grant/reimbursement process for COVID-19 related expenses. Participated in a LOS waiver teleconference with the FAA for expanded Drone testing and usage in partnership with Paladin Drones. Flock Safety upgraded several cameras to new technology. Moved the camera that was at Echo and Taylorcrest to Flintdale and Taylorcrest due to poor cell service. Electricity installed at Memorial and Voss, and Memorial and Briar Forest to convert those camera systems to 110v service. Obtained and trained crime scene and investigative personnel in new credit/gift card reader system obtained by MVPD. The reader allows detectives to read suspected stolen or embezzled gift/credit and debit cards and learn all information about the usage and balances.

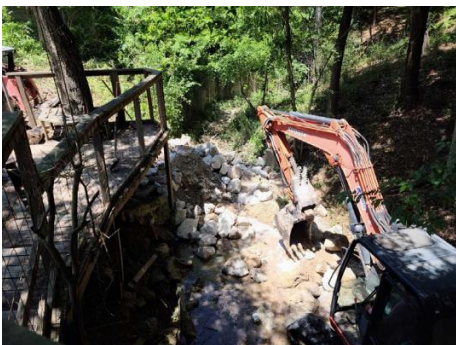
Fire Commission: Chief David Foster presented the fire department report. The construction contract for the fire station renovation and addition has been signed. The construction project should take approximately 12 months and should be complete July of 2021. The preconstruction meeting is scheduled for June 1st. The department currently has one vacancy. The City of Spring Valley purchased 300 COVID-19 tests. All employees at fire station have been tested and have tested negative. A total of 80 tests have been given. The department had one COVID-19 positive fire fighter prior to the purchase of the test. That fire fighter will return to work on Friday, May 29th and will be tested again upon return. The third ambulance have been equipped as the COVID-19 response vehicle. The department should be reimbursed from FEMA for supplies. Chief Foster also reported 30% of the homes within the 6 villages have fire suppression systems.

Building Official: James Stewart, City Building Official gave a brief summary of the building report. A meeting with SBISD is scheduled for Wednesday, May 27th to discuss the fencing and traffic control at Hunters Creek Elementary. The city has been receiving numerous calls regarding possums and raccoons. There was a dog bite incident, the dog was quarantined and the owner had decided to euthanize the dog.

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

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

The project is currently under construction, approximately 75% complete. Outfall rehabilitation estimated completion date is June 2020.



- b. Voss at Second Baptist

Received and reviewed final report from geotechnical engineer. City Engineer is attempting to schedule a meeting with City of Houston.

c. Beinhorn and Voss – Traffic Signal Reconstruction

A pre-Construction Meeting was held May 8th, 2020. Contractor is working to get confirmed pole delivery dates from pole manufacturer. The contract amount is \$329,078.87.

d. CCTV Phase II

After review of videos provided, the contractor missed areas requested in the additional scope. The contractor continuing to inspect the remaining areas. Total revised contract is \$50k.

e. Beinhorn Phase 3 (Hedwig to Voss)

An agenda item is being presented for Engineering, Survey and Construction Management for the Beinhorn Reconstruction project.

Mayor and Council Reports and Comments: The Memorial Senior parade went well. The Farmers Market is doing well.

Councilman Sapien asked MVPD Chief Schultz his recommendation on leash law.

City Administrator Report: Tom Fullen, City Administrator reported on the COVID-19 court proceedings. Court will be moving forward and court dockets will resume in July. The City will be adding two additional court dates to get backlog up to date.

City Attorney Report: John Hightower, City Attorney gave a brief summary on the requirements of the tree ordinance and options for enforcement.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on April 28, 2020.
2. Approval of the Cash Disbursement Journal for April, 2020.

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

REGULAR AGENDA

1. Discussion and possible action to appoint Richard Harris, M.D. as the Local Health Authority for the City of Hunters Creek Village.

A motion was made by Councilman Spalding to appoint a Local Health Authority for the City of Hunters Creek Village and Councilman Marks seconded the motion. 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 approve an Ordinance amending the City's 2020 Budget to increase the amount budgeted for Traffic Light Mast Arms – Beinhorn & Voss from \$275,000 to \$410,000 and to decrease the Ending Fund Balance from \$1,311,020 to \$1,176,020.

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\$275,000 to \$410,000 and to decrease the Ending Fund Balance from \$1,311,020 to \$1,176,020. Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

4. Discussion and possible action to approve the Proposed 2021 Memorial Villages Police Department Budget in the amount of \$6,109,444.00 with Hunters Creek Village's 2021 Assessment being \$2,036,481.00.

A motion was made by Councilman Spalding to approve the Proposed 2021 Memorial Villages Police Department Budget in the amount of \$6,109,444.00 with Hunters Creek Village's 2021 Assessment being \$2,036,481.00 and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

5. Discussion and possible action to approve the Village Fire Department's 2019 Annual Audit.

A motion was made by Councilman Carlton to approve the Village Fire Department's 2019 Annual Audit and seconded by Councilman Spalding. The vote to approve the motion was unanimous.

6. Discussion and possible action to approve a Budget Amendment for the 2019 Village Fire Department Budget to transfer \$115,864.00 from the Ambulance Billing Fund to the General Fund to cover the deficit shown in the 2019 Audit.

A motion was made by Councilman Spalding to approve a Budget Amendment for the 2019 Village Fire Department Budget to transfer \$115,864.00 from the Ambulance Billing Fund to the General Fun to cover the deficit shown in the 2019 Audit. Councilman Marks seconded motion. The vote to approve the motion was unanimous.

7. Discussion and possible action to approve the proposed 2021 Village Fire Department Budget.

A motion was made by Councilman Spalding to approve the proposed 2021 Village Fire Department Budget and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

8. Discussion and possible action to approve Amendment No. 65 to the engineering contract with CobbFendley for Engineering Services associated with the Beinhorn Road Reconstruction – Phase 3 in the amount of \$464,615.

No action taken.

9. Discussion and possible action to approve an Interlocal Agreement between the cities of Bunker Hill Village, Hedwig Village, Hunters Creek Village, Piney Point Village and Memorial Villages Police Department for the installation, maintenance and use of a temporary vehicle fueling station and the procurement of fuel.

A motion was made by Councilman Spalding to approve an Interlocal Agreement between the cities of Bunker Hill Village, Hedwig Village, Hunters Creek Village, Piney Point Village and Memorial Villages Police Department for the installation, maintenance and use of a temporary vehicle fueling station and the procurement of fuel. Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

10. Discussion and possible action to schedule a Budget Workshop date.

A motion was made by Councilman Spalding to schedule a Budget Workshop for Wednesday, June 17, 2020 at 9:00 am and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

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

12. **The meeting was adjourned at 7:38 p.m.**

These minutes were approved on the 23rd day of June, 2020.

 /s/
Jim Pappas, Mayor

ATTEST:

 /s/
Crystal R. Dozier, TRMC
City Secretary