

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
May 28, 2019**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, May 28, 2019, 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 Field Operations Commander Eric Jones and invocation by Mayor Pappas.***

**PUBLIC COMMENTS**

There were no public comments.

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

Police Commission: Police Commissioners Steve Reichel reported and gave a brief summary. Follow-up on Previous Month Items/Requests from Commission-The Finance/Budget Committee met 4/22/19 and 5/9/19 and worked on the FY 20 proposed budget. Personnel Changes/Issues/Updates-A Police Applicant has completed all hiring requirements to include oral interviews with the executive staff. Commander Sission went to Baton Rouge and completed an extensive background. The applicant was presented a conditional offer of employment however, withdrew from the process on 5/7/19. Our last dispatch candidate accepted employment with the City of Houston and withdrew from the MVPD process.

**Major/Significant Events**

- 4/13/19. A male resident had just made a withdraw from his bank located at I-10 and Echo. The victim was followed to his home on Ripple Creek, where the suspect knocked him to the ground shortly after he exited his car. The suspect then grabbed money from the victim and fled the area. Detectives located video of the incident and are investigating the crime. The victim was not seriously injured.
- 4/30/19. Upon conducting a welfare check officers learned that a resident who is suffering from several health issues was awoken during the night and observed an acquaintance inside of his home. The resident spoke with the female and after awhile she left. Upon returning to his room he found that

his wallet and other items were missing. Detectives are familiar with both the victim and the acquaintance and are investigating.

- 4/22/19. Officers stopped a vehicle after receiving an ALPR hit on the stolen car. The stolen car was recovered and returned to the victim. The victim declined prosecution, however the suspect was arrested on other charges.

Status Update on any Major Projects-A loaner ALPR system was installed on the MVPD Speed Trailer and placed in the Villages during the month. The first rotation was at 2200 S. Piney point for 10 days, followed by 10 days at Plantation and Memorial in Bunker Hill. The ALPR is currently set up at E. Creekside and Memorial in Hunters Creek. During the testing period thus far, we have received 2 hits on stolen vehicles (both were recovered). One of the vehicles is also suspected of being involved in 2 robberies in Houston. There has been one sex offender notification and one Order of Protection hit. The MVPD installed a tablet with Village Fire CAD in our dispatch center on April 17th. MVPD dispatchers now can see all VFD incidents that are being dispatched and send the appropriate MVPD resources to assist.

Police Commissioner Brooke Hamilton gave a brief update on the upcoming proposed police department budget which will include \$31K for acquiring body cameras for officers.

Fire Commission: Councilman Carlton presented the fire report and gave a brief summary. The Commission has hired an architect and program manager. All suggestions and inquires will go through the program manager.

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. Memorial/Voss Intersection Improvements

**Ped buttons are all working and old span poles removed. The project is ready for Substantial Completion Inspection and should occur the week of the 27th. A one-year warranty period initiates upon granting Substantial Completion of the contract which should occur this month. Striping is on hold until Memorial Drive repairs are complete.**

- b. 2018 Outfall Rehabilitation – River Point (34) & River Circle (35)

**Projects are complete and final payments are being processed. The current total budget for both outfalls is \$430,000.**

- c. Memorial Drive Asphalt Repairs

**Awarded contract to Main Lane Industries on March 4th for base bid amount of \$215,712. Contractor is scheduled for Saturday only work as discussed. Contractor has been rained out every Saturday except one. Contractor is not working this Saturday to observe Memorial Holiday. In the event we continue to have rain every weekend, we will need to authorize the contractor to perform work during the week.**

- d. 2019 Outfall Replacement-Outfalls #5 and #24

**Survey complete, design underway.**

- e. Beinhorn and Voss-Traffic Signal Reconstruction

## Survey complete.

### f. Pavement Lifting

The City Engineer solicited requests from five contractors to provide proposals for various locations throughout the city that we have identified that need raising. We required engineered polymer jacking materials rather than traditional “mud” jacking. We received two proposals. In summary, both proposals have slightly different methods of slab raising. Thus, the two proposals are “apples and oranges”. We would like to test both methods and observe performance. We have a council agenda item and letter with our recommendations.

### g. CCTV Phase II

The City received and opened four bids on May 3rd. The low bid was \$41,686, second low was \$80,050, our estimate was \$137,000. There is a council agenda item and letter with our recommendations.

### h. BSU Boy Scout Service Project-Restoration, Erosion and Environment

Hickory Hollow Outfall from 2016, city engineers did not finish armoring the slope over the City's easement. The intent was to perform a pilot using vegetation and alternative revetments. Troop 641 had inquired the last two years for a service project related to restoration and the environment. The request and our needed project coincided and on Saturday the 18th the Scouts built an erosion control project at the City's easement. Approximately 40 scouts and 10 adults attended the service project. Premium Concrete, Inc. and GeoSolutions, Inc. donated and/or discounted the materials and provided technical support during installation. It was a success and we will try to continue developing this into a program for future scout troops.





Redline denotes erosion over the easement.







## **CONSENT AGENDA**

1. Approval of the Minutes of the Regular Meeting on April 23, 2019.

2. Approval of the Cash Disbursement Journal for April, 2019.

3. Approval of the 2019 First Quarterly Investment Report.

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

## **REGULAR AGENDA**

1. Discussion and possible action to consider a request from the Houston Racquet Club to amend the Special Use Permit granted by the City to increase the number of lighted outdoor tennis courts.

**A motion was made by Councilman Spalding to forward the request to the Planning and Zoning Commission for review and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to award Storm Sewer and Outfall CCTV Phase II project to CSI Consolidated, LLC, dba Aims Companies, the low bidder, in the amount of \$41,686.00.

**A motion was made by Councilman Spalding to award Storm Sewer and Outfall CCTV Phase II project to CSI Consolidated, LLC, dba Aims Companies, the low bidder, in the amount of \$41,686.00 and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

3. Discussion and possible action to approve separate contracts with Uretek and PolyTex for paving lifting improvements at various location in the City, with the total cost to the City of each contract limited to \$25,000.00.

**A motion was made by Councilman Sapien to approve separate contracts with Uretek and PolyTex for paving lifting improvements at various location in the City, with the total cost to the City of each contract limited to \$25,000.00. Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

4. Discussion and possible action to consider an agreement with BBG Consulting, Inc. for building construction inspections.

**A motion was made by Councilman Spalding to approve an agreement with BBG Consulting, Inc. for building construction inspections and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

5. Consideration and possible action to adopt a modified fee structure for building permits and inspections.

**A motion was made by Councilman Spalding to adopt a modified fee structure for building permits and inspections with \$1.20 per square foot under roof for New Residence and Commercial and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

6. Discussion and possible action to consider a request for an extension of building permit 201600635, which expired on October 31, 2018 and authorized construction at 10802 Hunters Forest Drive, and setting the fees and conditions for the extension.

**A motion was made by Councilman Spalding to extend building permit 201600635 at 10802 Hunter Forest Drive, with a permit extension fee in the amount of \$3,249.13, for six months with**

**a new expiration date of December 1, 2019. Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

7. Discussion and possible action to consider staff's recommendation to contract with Technocycle for the purpose of disposing of the City's obsolete computers and other electronic devices.

**A motion was made Councilman Spalding to approve staff's recommendation to contract with Technocycle for the purpose of disposing of the City's obsolete computers and other electronic devices and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.**

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

9. **The meeting was adjourned at 7:07 p.m.**

These minutes were approved on the 25<sup>th</sup> day of June, 2019.

\_\_\_\_\_/s/  
Jim Pappas, Mayor

ATTEST:

\_\_\_\_\_/s/  
Crystal R. Dozier, TRMC  
City Secretary