

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
June 25, 2019**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, June 25, 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 6:01 p.m. followed by the pledge of allegiance led by Chief David Foster and invocation by Mayor Pappas.***

**PUBLIC COMMENTS**

Gregg Nady spoke before the Council regarding the sidewalk on Memorial between Wickline and Greenbay.

Treasurer: Tom Fullen, City Administrator, presented the financial report and gave a brief summary. He also reported the 2018 Audit is almost complete.

Police Commission: Police Chief Ray Schultz reported and gave a brief summary. Follow-up on Previous Month Items/Requests from Commission-The Finance/Budget Committee met 5/20/19 and on 6/5/19. The budget was reworked using the direction provided from Commissioners and feedback from the respective City Managers. The proposed FY20 budget currently stands at increase of 5.75% for M & O and total increase of 6.58%. 3 Capitol projects are also being supported using 2018 surplus funds. Personnel Changes/Issues/Updates-Interviewed and made an offer to Ms. Amber Rose for a position with the MVPD as a dispatcher. Ms. Rose accepted the offer and is expected to start July 1, 2019 after she completes her physical and drug screen. Ms. Rose comes from Sugarland PD with 6 years of dispatch experience.

**Major/Significant Events**

- 5/11/19. The Drone being used in testing by a vendor was stolen while outside at the Hunters Creek City Hall. Video surveillance showed a male suspect in a pick-up truck take the drone.
- 5/13/19. Two burglaries occurred within approximately one hour of each other and about a block apart. Through investigation, detectives utilized the test ALPR system and identified 2 suspect vehicles. 2 arrests were made. The investigation is continuing.

- This month the department received information from the crime lab of 2 CODIS hits that identified the offenders in 2 burglaries from 2017. One was from a home burglary on Gessner and the other from a vehicle burglary on Raydon. Arrest warrants are pending for the suspects in both cases. Note: both cases involved the collection of DNA evidence by detectives.

Status Update on any Major Projects-The department has seen good results from the new pest extermination service over the past several months, as per TBP requirements. The department took delivery of 3 - 2019 Dodge Durango Police vehicles. The 2 marked units have been sent to the up-fitter for equipment installation. Repairs were completed on the 4-inch sprinkler system backflow valve (Building fire suppression system). 2 emergency plumbing repairs were required for a clogged drain on the hot water system and a cracked drain pipe in the women's restroom. The drain was clogged with over 6 feet of algae.

Fire Commission: Fire Chief David Foster presented the fire report and gave a brief summary. He reported the Department is fully staffed as of July 1<sup>st</sup>. Captain Eric Burr has turned in his notice of retirement and the Department is filling the position from within the Department. Engine 2 is set to be replaced in 2020 and proposals have been sent out. The Department should be receiving responses in July. Chief Foster also reported the Departments CAD system will need to be replaced. The Fire Commission will meet tomorrow, Wednesday, June 26<sup>th</sup> to discuss and approve the Village Fire Department 2020 Budget.

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

**Contract is in warranty period and punch list should be complete this week. Striping is almost complete.**

b. Memorial Drive Asphalt Repairs

**Primary work at the intersection is complete. One 60-ft x 5-ft repair on Memorial included in base bid remains. Additional location at Storywood and Beinhorn under consideration. Final cleanup items remaining and new sidewalk destroyed on northwest corner to be replaced. Approximately \$65,000 remaining for construction in the 2019 street maintenance budget item.**

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

**Design is approximately 50% complete and will be ready for advertising next month. The City will need to obtain temporary construction easement from former mayor Dodson for outfall #24 (Shasta/Lindenwood).**

d. Beinhorn and Voss-Traffic Signal Reconstruction (Preliminary Phase)

**Survey will be done this week and will have geometric layout next month.**

e. Pavement Lifting (AKA Mudjacking)

**Final selections for locations for each contractor to occur this week. The City Engineer is preparing contracts and schedule with each contractor this week. They anticipate construction start beginning of July.**

f. CCTV Phase II

**Contracts completed this week, awaiting execution. Preconstruction meeting was held on June 19th. Anticipated work to start on June 24th. Work will begin on the west side of the city (west of Voss).**

City Administrators Report: Tom Fullen, City Administrator reported and gave an update on S.B. 2.

Mayor and Council Reports and Comments: Mayor Pappas reported he and the other Village mayors were invited to the White House to discuss Local Government matters.

**CONSENT AGENDA**

1. Approval of the Minutes of the Regular Meeting on May 28, 2019.
2. Approval of Cash Disbursements Journal for May, 2019.

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

**REGULAR AGENDA**

1. Discussion and possible action regarding a request from the Police Commission to Utilize \$245,387.00 (\$81,796.00 per City) in surplus from the Audited Fiscal Year 2018 Budget to be Placed in the Special Asset Capital Fund for the 2019 Budget to be Restricted to the payment of the costs, over a five-year period, of Modernization and Standardization of In-Car Video Systems and Body-Worn Camera Systems for all Personnel.

**A presentation was made by Chief Schultz for agenda items 1-3 and requested no action on agenda items 1 and 3.**

**No action was taken.**

2. Discussion and Possible action regarding a request from the Police Commission for a 2019 Intra-budget transfer from the Health Insurance Account to the Equipment Maintenance Contracts Account in the amount of \$44,000.00 for the, Purpose of Funding an Expanded Test for Automated License Plate Reader (ALPR) Technology.

**A motion was made by Councilman Sapien to approve the Police Commission for a 2019 Intra-budget transfer from the Health Insurance Account to the Equipment Maintenance Contracts Account in the amount of \$44,000.00 for the, Purpose of Funding an Expanded Test for Automated License Plate Reader (ALPR) Technology and Councilman Spalding seconded the motion. The vote to approve motion was unanimous.**

3. Discussion and Possible Action Regarding the Proposed 2020 Memorial Villages Police Department Budget in the amount of \$5,804,062.00 with Hunters Creek Village's 2020 Assessment being \$1,934,687.00

**No action taken.**

4. Discussion and possible action to approve a two-year agreement between Hunters Creek Village and Spring Branch School District to assess and collect ad valorem taxes.

**A motion was made by Council Marks to approve a two-year agreement between Hunters Creek Village and Spring Branch School District to assess and collect ad valorem taxes and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

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

**A motion was made by Councilman Spalding to schedule a Budget Workshop on Tuesday, July 23<sup>rd</sup> at 9:00 a.m. and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

6. Discussion and possible action to approve requests to change the street address numbers for the following addresses within the City:

a) 609 Pifer Road;

b) 10914 Bridgewood Street.

**A motion was made by Councilman Spalding to approve requests to change the street address numbers for the following addresses within the City from 609 Pifer Road to 10914 Bridgewood Street and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.**

7. Discussion and possible action to consider the appointment of members to the Planning and Zoning Commission, Board of Adjustment, the Fire Commission and the Police Commission.

**No action taken.**

8. Report from the City Administrator and City Attorney regarding recent legislative changes that may affect the City's finances and operations; including changes to the procedures and requirements for adopting ad valorem tax rates.

**No action taken.**

9. Discussion and possible action to consider amendments to ordinances governing the use of unimproved street rights-of-way.

**This item was moved to executive session for discussion and consultation with the City Attorney. No action was taken.**

**At 7:51 p.m., the City Council recessed into closed executive session to discuss the following items.**

a. consultation with the City's Attorney (Texas Government Code, §551.071)

**At 8:51 p.m., the City Council reconvened into open public session.**

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

11. **The meeting was adjourned at 8:51 p.m.**

These minutes were approved on the 23<sup>rd</sup> day of July, 2019.

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

ATTEST:

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