

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
June 26, 2018**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, June 26, 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:	Derra Mattina
City Attorney:	Scott Bounds
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 Ray Schultz and invocation led by Mayor Pappas.

PUBLIC COMMENTS

There were no public comments.

REPORTS

Treasurer: Tom Fullen, City Administrator, was not present. No report was given.

Fire Commission: Councilman Jay Carlton, presented the fire 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 - Salary and Benefits Sub-committee met and identified a strategy to attract, hire and retain new applicants. The 3-tier approach included a funding request for the FY19 budget for a base salary adjustment and agreed to future discussion on long-term benefits consideration. Completed the 2018/2019 Traffic Violator Information Brochure and sent it to the vendor for printing. Personnel Changes/Issues/Updates - Officer Jason Burleson and Dispatcher Ana Keathley both started new positions with the MVPD this month. Both have considerable Law Enforcement experience and have hit the ground running. Both have prior supervisory experience in addition to their certifications.

Major/Significant Events

- The Texas Police Chief's Association Best Practices On-site Inspection and Audit was conducted on May 22-23, 2018. The assessors reviewed all 168 standards. The department met all conditions. There was a single policy that required some additional clarification that was immediately completed and distributed to all personnel. At the exit interview the inspection team stated that their recommendation would be for the MVPD

to receive “recognition” from the full committee. Tremendous work by the entire MVPD staff.

- Police Unit #169 was involved in a traffic accident while attending a regional meeting at the Houston Emergency Operations Center. The vehicle required towing. The TML Risk Pool was notified and is handling the claim on the vehicle.
- Attended and presented a Community Safety Overview, at the Hunters Creek Garden Club annual spring meeting on May 4, 2018.
- On 5/17/18 officers investigated a burglary of an office at Chappelwood Church. Detectives were able to identify the suspect through video surveillance and obtain a warrant for the arrest of the suspect.

Status Update on any Major Projects - The Video Server suffered a catastrophic failure and is inoperable. A new server had already been budgeted in the FY18 budget and was promptly ordered. The ordering of a new Firewall and Message switch (budgeted) were also completed in May.

Building Official: James Stewart, City Building Official was not present. No report was given.

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

a. Two Outfall Rehabilitation

Construction has begun on Hunters Trail outfall and the construction completion is anticipated for the end of July.

b. Memorial/Voss Intersection Improvements

The City Engineers are coordinating shop drawings with ornamental pole vendor. The advertisement will be next week and will have award recommendation for July meeting.

c. Television Inspection of Outfalls/Storm sewer Phase I

One bid was received and the recommendation to award bid is an action item on agenda. The budget was \$42k and base bid was \$38,335 with add alternates of \$9,075.

d. 2018 Outfall Rehabilitation – River Point & River Circle

The work is anticipated to include the rehabilitation of two corrugated metal pipe outfalls to Buffalo Bayou in Riverbend subdivision. Currently budgeted at \$430,000 and field survey is complete. Existing data is being processed.

e. Willowick Ravine Drainage Study

The draft Final Report is complete and will review internally before report is released.

f. 2019 Street Maintenance

\$275,000 is budgeted this year and the bid package is being produced. The bid will be ready at July meeting.

Mayor and Council:

Village Fire Department Renovation
No report given.

Village Fire Department McGrath Study

Fire Commission meeting scheduled for Wednesday, June 27th at 6:00 pm at the City of Hedwig Village, City Hall.

Tri-Cities Virtual Gate Study

Next meeting schedule for July.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on May 22, 2018 and Special Meeting on June 12, 2018.
2. Approval of the Cash Disbursement Journal for May, 2018.
3. Approval of the 2017 Quarterly Investment Reports.

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

REGULAR AGENDA

1. 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 Spalding to postpone the item to a future meeting and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

2. Discussion and possible action to approve an ordinance abandoning a 10' Fire Truck Easement located at 10807 Briar Branch Lane (also known as Lot 13, Block 1, Creek Wood Section 2) and 10811 Briar Branch Lane (also known as Lot 14, Block 1, Creek Wood Section 2).

A motion was made by Councilman Spalding to approve an ordinance abandoning a 10' Fire Truck Easement located at 10807 Briar Branch Lane (also known as Lot 13, Block 1, Creek Wood Section 2) and 10811 Briar Branch Lane (also known as Lot 14, Block 1, Creek Wood Section 2) and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

3. Discussion and possible action to consider recycling with WCA.

Aaron Rud with WCA spoke before City Council. No action taken.

4. Discussion and possible action to authorize the Mayor to execute agreements regarding Temporary Access and Construction Easements.

A motion was made by Councilman Spalding to postpone the item to the next meeting and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

5. Discussion and possible action to modify the amount of the tax exemption granted by the City for residential homesteads owned by citizens who are 65 or older.

No action taken.

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

A motion was made by Councilman Cowell to schedule a Budget Workshop for Tuesday, July 24th at 8:00 A.M. and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

7. Discussion possible action to award the Television Inspection of Outfalls/Storm Sewer - Phase I, to All Points Inspection Services, Inc.

A motion was made by Councilman Sapien to award the Television Inspection of Outfalls/Storm Sewer - Phase I, to All Points Inspection Services, Inc. in the amount of \$47,410 and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

8. Discussion and possible action to approve the Memorial Village Police Department 2019 Budget.

A motion was made by Councilman Spalding to approve the Memorial Village Police Department 2019 Budget with Hunters Creek Village portion being \$1,815,242 and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

9. Discussion and possible action regarding planning and funding for proposed Fire Department capital projects and operational changes, including: repairs to, and replacement or renovation of, the existing Fire Station; and proposals for the establishment of additional sites for the stationing of ambulances and other vehicles.

No action taken.

10. Discussion and possible action to amend the Village Fire Department's 2017 Budget to approve Intra-Budgetary Transfers.

A motion was made by Councilman Spalding to approve an amendment to the Village Fire Department's 2017 Budget to approve Intra-Budgetary Transfers and be placed in the 2018 budget. Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

11. Discussion and possible action to approve an amendment to the Village Fire Department's 2018 Budget to increase the amount budgeted in Fund 4 by \$62,906 (the amount of unexpended funds from the 2017 budget).

A motion was made by Councilman Carlton to approve an amendment to the Village Fire Department's 2018 Budget to increase the amount budgeted for Fund 4 by \$62,906 and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

12. Discussion and possible action to approve an amendment to the 2018 Fire Department Budget to increase the amount budgeted in Fund 4 by \$280,000 to provide funding for the replacement of the Fire Station roof. (Hunters Creek Village's proportionate share would be \$62,300.00 [22.25%] of the total).

A motion was made by Councilman Cowell to approve an amendment to the Village Fire Department's 2018 Budget to increase the amount budgeted for Fund 4 by \$280,000 to provide funding for the replacement of the Fire Station roof.

Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

13. Discussion and possible action to authorize the Fire Department to purchase a rescue boat for a cost not to exceed \$20,000, using funds from the Fund 2 Capital Replacement in the Department's 2018 Budget.

A motion was made by Councilman Carlton to approve the purchase of a rescue boat for a cost not to exceed \$20,000, using funds from the Fund 2 Capital Replacement in the Department's 2018 Budget and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

14. Discussion and possible action regarding the request from the Village Fire Commission to approve the Proposed 2019 Village Fire Department Operational Budget, which includes Funds 1, 2 and 3, in the amount of \$6,191,155.25 (Hunters Creek Village's 2019 Annual Assessment would be \$1,377,532.04 [22.25%]).

A motion was made by Councilman Spalding to approve the Village Fire Department's 2019 Budget for Funds 1, 2, and 3 in the amount of \$6,191,155.25 and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

15. Discussion and possible action regarding the request from the Village Fire Commission to approve the Proposed 2019 Village Fire Department Fund 4 Facilities Budget in the Amount of \$3,500,000.00 to fund the Renovation or Reconstruction of the Fire Station. (Hunters Creek Village's 2019 Annual Assessment would be \$778,750.00 [22.25%]).

A motion was made by Councilman Spalding to approve the Village Fire Department's 2019 Budget for Fund 4 in the amount of \$3,500,000 and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

16. Discussion and possible action regarding revisions to the Personnel Policy.

No action taken.

EXECUTIVE SESSION

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

No recess into executive session was taken.

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

18. **The meeting was adjourned at 8:26 p.m.**

These minutes were approved on the 24th day of July, 2018.

_____/s/_____
Jim Pappas, Mayor

ATTEST:

_____/s/_____
Crystal R. Dozier, TRMC
City Secretary