

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

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, July 28, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person or by video or audio conference.

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 6:01 p.m. followed by the pledge of allegiance led by Memorial Villages Police Chief Ray Schultz, and invocation by Mayor Pappas.

PUBLIC HEARING

1. The purpose of the Public Hearing is to receive input from the public, either oral or written, regarding the City's 2021 Proposed Budget.

The citizens were given an opportunity to address the City Council on the subject of the proposed budget but no one chose to speak. The public hearing was then closed and the council proceeded with other business.

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-FY21 Budget has been presented and approved by all 3 Village Councils. Personnel Changes/Issues/Updates-All administrative personnel have returned to station work duties and assignments. Recruit Officer Vasquez completed her FTO Phase 2 assignment and is now in Ghost Phase.

Major/Significant Events

- 5/9/20 officers responded to suspicious person call on Pifer. Officers located the suspect on the property of a resident. The male was found to be in possession of ID's and credit cards of other people who were the victims of an aggravated armed robbery in Houston by a subject who

matched the description of this subject. Officers convinced the DA's Office to accept charges and the Harris County Jail to accept the suspect for booking.

- 5/20/20 Officers responded to an Injury Accident at Voss and Memorial. Upon arrival officers located a deceased passenger inside one of the vehicles. The driver of that vehicle was found to be intoxicated and had run a red light. HPD was requested to assist with accident scene reconstruction and responded. MVPD officers charged the female driver with Intoxication Manslaughter.
- 4 residential burglaries all occurred on May 25, 2020 in the area of Greenbay and Hedwig Road within an hour of each other. Only one home had property taken and it was the only home without an alarm. It is believed the suspects were on foot, bicycle or skateboards. Several of the homes had muddy footprints left behind by suspects. A video camera did locate 2 subjects who used a bike to climb over a rear fence. Detectives are following several leads.

Status Update on any Major Projects-Installed additional ALPR systems.

- 4 on Voss Road, all lanes now covered
- Hedwig at Beinhorn
- San Felipe at Village Limit
- Bunker Hill Rd at Memorial
- Blalock at Memorial
- Conducted a survey and inventory of emergency response equipment in response to nationwide protests, pending storms and other events. Resupplied as needed.
- Completed needs assessment of server upgrade and obtained quote to complete necessary hardware and software upgrades in order to remain CJIS compliant.

Fire Commission: Councilman Carlton presented the fire department report. The fire department renovation/expansion has officially begun. Phase 1 (the old Annex) will include converting the old fire marshal space to a new dispatch center.

The building has been gutted, floor slab was sawed and concrete removed, new plumbing drains installed and new cement poured back in the trenches. The main wall section has been erected and Harris County 911 was noticed and has visited to take dimensions for their equipment. The east side trees have been removed. The tower is scheduled to be removed the week of Sept. 1 (subject to weather).

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

Construction is complete and the City Engineer is coordinating landscaping with both adjacent property owners to close-out project. The contract close-out change order is on council agenda for approval.

b. Voss at Second Baptist

City Engineer has received and reviewed final report from geotechnical engineer. A letter has been sent to City of Houston explaining needs for the project. COH plans to make temporary repairs initially, further review project needs and schedule at a later date for CIP

c. Beinhorn and Voss – Traffic Signal Reconstruction

Currently review shop drawing, and submittals from the contractor. Poles are estimated to arrive January 2021. Contract amount is \$329,078.87.

d. CCTV Phase II

After a review of videos provided, it was discovered that the contractor missed areas requested in the additional scope. We are currently waiting for the additional videos from the contractor. Completing review of latest videos received and incorporating data into GIS database.

e. 2020 Street Maintenance – Memorial Drive

Project proposal is on council agenda for review and approval. Proposal includes Engineering Services for roadway rehabilitation along Memorial Drive and Everwood Lane.

City Attorney Report

John Hightower, City Attorney gave a brief update on the resolution of Public Information Act lawsuit.

Mayor and Council Reports

Mayor Pappas reported a brief update on the success of the License to Carry classes being held at City Hall.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on June 23, 2020.
2. Approval of the Cash Disbursement Journal for June, 2020.

A motion was made and a seconded to approve the consent agenda. The vote to approve the motion was unanimous.

REGULAR AGENDA

1. Consideration and possible action to adopt A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, ADOPTING THE PROPOSED TAX RATE CONTAINED IN THE MAYOR'S PROPOSED 2021 MUNICIPAL BUDGET AS THE CITY'S PROPOSED 2020 TAX RATE TO BE CONSIDERED FOR ADOPTION AT A PUBLIC HEARING HELD FOR THAT PURPOSE; DESIGNATING THE CITY ADMINISTRATOR AS THE OFFICIAL WHO SHALL MAKE THE CALCULATIONS AND PROVIDE THE INFORMATION ASSOCIATED WITH THE CONSIDERATION AND ADOPTION OF THE CITY'S 2020 TAX RATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

A motion was made by Councilman Spalding to adopt a resolution of the City of Hunters Creek Village, Texas, adopting the proposed tax rate contained in the Mayor's proposed 2021 municipal budget as the city's proposed 2020 tax rate to be considered for adoption at a public hearing held for that purpose; designating the city administrator as the official who shall make the calculations and provide the information associated with the consideration and adoption of the city's 2020 tax rate; and making other provisions related to the subject.

2. Discussion and possible action to award a contract to Century Concrete in the amount of \$33,500.00 for the removal/replacement and grinding of 700' of sidewalk on Memorial Drive, Voss Road and Beinhorn Road.

A motion was made by Councilman Spalding to award a contract to Century Concrete in the amount of \$33,500.00 for the removal/replacement and grinding of 700' of sidewalk on Memorial Drive, Voss Road and Beinhorn Road and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

3. Discussion and possible action to: a) authorize the City's participation in the CARES Act, Small Cities Assistance Program, administered by Harris County; and b) authorize the Mayor to execute the necessary documents and make applications for grant payments from the Program.

A motion was made by Councilman Spalding to a) authorize the City's participation in the CARES Act, Small Cities Assistance Program, administered by Harris County; and b) authorize the Mayor to execute the necessary documents and make applications for grant payments from the Program. Councilman Marks 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 Preferred Industrial Contracts, Inc.- (Close Out) for the Rehabilitation of Outfall 32, in the amount **(\$5,500.00)**.

A motion was made by Councilman Spalding to approve Change Order #1 to the contract with Preferred Industrial Contracts, Inc.- (Close Out) for the Rehabilitation of Outfall 32, in the amount (\$5,500.00) and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

5. Discussion and possible action to approve contract amendment #62 for engineering services for 2020 Street Maintenance in the amount of \$60,935.

A motion was made by Councilman Sapien to approve contract amendment #62 for engineering services for 2020 Street Maintenance in the amount of \$60,935 and Councilman Carlton seconded the motion.

6. Discussion and possible action to approve Memorial Villages Police Department Budget Amendment No. 2020-01 to: a) decrease the amount budgeted for health insurance by \$33,000.00 and b) create a new category for employer contributions to employees' 457b plan, with a budgeted amount of \$33,000.00.

A motion was made by Councilman Spalding to approve Memorial Villages Police Department Budget Amendment No. 2020-01 to: a) decrease the amount budgeted for health insurance by \$33,000.00 and b) create a new category for employer contributions to employees' 457b plan, with a budgeted amount of \$33,000.00. Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

7. Discussion and possible action to consider the purchase of playground equipment for City Hall Pavilion.

A motion was made by Councilman Cowell to approve the purchase of playground equipment for City Hall Pavilion and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

8. Discussion and possible action to accept the resignation from Kristopher Dusek Board of Adjustment Member Position No. 5.

A motion was made by Councilman Spalding to accept the resignation from Kristopher Dusek Board of Adjustment Member Position No. 5 and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

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 7:01 p.m. the Mayor announced that the City Council was recessing into closed executive session under section 551.074 of the Texas Open Meetings Act, concerning the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. Consultation with the City's attorney on matters in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act.

RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.

At 7:51 p.m. the City Council reconvened in open session.

ADJOURNMENT

At 7:51 p.m. a motion was made and seconded to adjourn the meeting. The vote to approve the motion was unanimous.

The meeting was adjourned at 7:51 p.m.

These minutes were approved on the 25th day of August, 2020.

_____/s/_____
Jim Pappas, Mayor

ATTEST:

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