

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
August 22, 2017**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, August 22, 2017, 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 Building Official:	Robert Pemberton
	City Engineer:	Steve Byington

With a quorum of the Council Members present, Mayor Jim Pappas called the session to order at 6:02 p.m. followed by the pledge of allegiance led by Chief Schultz and invocation led by Mayor Pappas.

PUBLIC COMMENTS

Matt Benner at 12 Voss Park spoke before the Council regarding the Farmers Market.

REPORTS

Treasurer: Shanoop Kothari, City Treasurer was not present. Mike Brotherton with Belt Harris gave a brief summary of the 2016 Audit report.

Police Commission: Chief Schultz presented the police report and gave a brief summary of recent events. The vacant house burglaries appear to have returned. The department has experienced two recent burglaries of habitations where vacant homes have been entered and miscellaneous, usually personal items have been taken. The modus operandi of these crimes matches similar crimes for last year that were committed by an area mental health consumer/suspect. Detectives are investigating the cases and are working with Harris County Forensic Laboratory investigators in linking recovered physical evidence to the suspect. The Virtual Gate Committee report is complete. Chief Schultz and Councilman Marks will be traveling to Florida to visit a similar city that is utilizing a camera system to acquire more information. The department is currently down two sworn positions. Advertisements are current and active. Four applications have been received this month and testing will be in three weeks.

- 7/16/17 Officers responded to a call of a suspicious male knocking on the door of a residence at 10 pm. Upon arrival to the area officers observed the male subject

who fled on foot. After a foot chase, officers were able to locate the male suspect hiding in the nearby wooded area laying behind a downed log. The male was taken into custody where he attempted to conceal his identity. Officers were able to positively ID the male subject as a wanted individual with outstanding warrants for his arrest out of Texas and Maine. The subject was transported to the hospital for treatment and then booked into the Harris County jail.

Fire Commission: Mayor Pappas reported the Commission will be meeting Wednesday, August 23rd. The new ladder truck is in service and a Push Ceremony was held on Monday, August 14th. They have received three bids for the old ladder truck for \$150k. The department is currently 3% under budget. Councilman Carlton reported on the status of the proposed renovation of the fire station. The proposed budget for the renovation is currently at \$2.7 million.

Building Official: Robert Pemberton, City Building Official gave a brief summary of the building report.

City Engineer: Steve Byington, City Engineer was not present. Tom Fullen, City Administrator reported on the following subjects:

a. CIP Options

1. **A budget workshop session was held on Monday, 7/24 and following the workshop, three options were developed based on the planned FY18 budget.**

Option A – Includes a major street reconstruction project. The storm sewer rehabilitation project is not scheduled in this option, but starts CCTV of the next scheduled subdivision based on the storm sewer rehabilitation plan. Also, does not include street maintenance, which would be expected to start again in FY19.

Option B – Primarily focuses on drainage. Does not include a street reconstruction project, but does complete a substantial amount of street repair identified during the street assessment. Includes reconstruction of two outfalls, maintenance and CCTV for both storm sewer and additional outfalls.

Option C – Includes a combined street and drainage approach of options A and B, but utilizes a planned overall CIP budget of \$2.2M to allocate the remaining funds for street reconstruction, which totaled approximately \$450k. This option has a storm sewer rehabilitation project, an outfall reconstruction project, and scheduled maintenance for streets and outfalls.

b. Two Outfall Rehabilitation

1. **Field survey was completed and processed for both sites.**

2. **Internal CCTV inspection was completed. Identified a significant water leak intruding into Outfall #21 on Hunters Trail. The television inspection on Outfall #31 on Magnolia Bend identified a collapsed pipe near the outfall end treatment into Buffalo Bayou. Screen shots for both deficiencies have been included as an attachment to this report.**

3. **The planned repair method for Outfall #21 includes cured in place pipe(CIPP) and/or a sprayed liner after determining the storm pipe from the street**

and between the lots is in good condition, but the outfall end treatment and stabilization has been compromised from past flood events. The planned repair method for Outfall #31 is by open excavation due to the collapsed pipe. Full open excavation at this location is a recommended option based on the open lot at 2 Magnolia Bend and little to no surface obstructions.

4. Substantial design and final cost estimates will be completed by late August.

Mayor and Council Reports

Councilman Spalding gave a brief update on the Planning and Zoning meeting regarding the recommendation for the proposed change to the accessory structure regulations.

Mayor Pappas gave a brief update on the Harris County Health Department issues regarding the Farmers' Market.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on July 25, 2017.
2. Approval of the Cash Disbursement Journal for July, 2017.

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

REGULAR AGENDA

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

A motion was made by Councilman Cowell to: a) appoint Steve Pearson to Position #2, Linda Knox #4, Kristopher Dusek to Position #5, Kelley Fawcett Somoza to Alternate Position #6 and John Braddock to Alternate Position #8 on the Board of Adjustment; b) to reappoint Richard Huestess to Position #1, Brad Klein to Position #3, and Ed Holland #7 on the Board of Adjustment: Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

A motion was made by Councilman Cowell to: a) appoint Sean Johnson to Alternate Police Commissioner; b) appoint Councilman Jay Carlton as Fire Commissioner and Frank Doyle as Alternate Fire Commissioner. Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

2. Discussion and possible action to call for a public hearing, to be held on September 19, 2017, on the City's proposed 2018 fiscal year budget.

A motion was made by Councilman Spalding to call for a public hearing for the proposed 2018 budget to be held on September 19, 2017 and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

3. Discussion and possible action to consider adoption of:

AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS: a) AMENDING CHAPTER 34 OF THE CITY CODE OF ORDINANCES TO (i) UPDATE THE CITY'S RIGHT OF WAY MANAGEMENT REGULATIONS; (ii) REGULATE THE PHYSICAL USE, OCCUPANCY AND MAINTENANCE OF THE CITY'S RIGHTS-OF-WAY BY TELECOMMUNICATIONS SERVICE AND WIRELESS NETWORK PROVIDERS; (iii) PROVIDE PROCEDURES FOR APPLICATIONS FOR PERMITS; (iv) ESTABLISH TIME PERIODS FOR APPROVAL OF PERMIT APPLICATIONS; (v) PROVIDE PERMIT FEES AND PUBLIC RIGHTS-OF-WAY RENTAL RATES; and (vi) REQUIRE LAND USE APPROVAL PRIOR TO PLACEMENT OF NETWORK NODES AND NODE SUPPORT POLES IN PARKS, RESIDENTIAL AREAS, HISTORIC AREAS, UNDERGROUND AREAS AND DESIGN AREAS; (b) ADOPTING A DESIGN MANUAL UNDER CHAPTER 284 OF THE TEXAS LOCAL GOVERNMENT CODE; (c) DESIGNATING DESIGN AREAS; (d) PROVIDING A SAVINGS CLAUSE; AND (e) MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

A motion was made by Councilman Spalding to adopt the proposed ordinance, as presented. Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

4. Discussion and possible action to receive and accept the annual audit report for the fiscal year ending December 31, 2016.

A motion was made by Councilman Spalding to accept the annual audit report for the fiscal year ending December 31, 2016 and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.

5. Discussion and possible action to adopt an interlocal agreement between the Memorial Villages and the Village Fire Department to give approval and consent of the Fire Commission to finalize the plans and specifications for the reconstruction of the fire department building, to finalize the cost and selection of a contractor.

A motion was made by Councilman Spalding to adopt a resolution giving consent to the Village Fire Department to finalize the plans and specifications for the reconstruction of the fire department building, to obtain a reliable estimate of the total cost of the reconstruction, including contingencies, and to work with the cities to develop a mutually agreeable financing plan. Councilman Carlton 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 201504898, expiring September 11, 2017, for construction at 1118 Riverbend, and setting the fees and conditions for the extension.

A motion was made by Councilman Spalding to extend building permit 201504898 for 1118 Riverbend for 6 months and to impose an extension fee of 50% of the original permit fee, construction hours are Monday-Friday from 8:00 am to 5:00 pm and no street parking after driveway has been poured. Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

7. Discussion and possible action to consider a request for an extension of building permit 201504943, expiring September 11, 2017, for construction at 10934 Wickwild, and setting the fees and conditions for the extension.

A motion was made by Councilman Spalding to extend building permit 201504943 for 10934 Wickwild for 3 months and to impose an extension fee of 50% of the original permit fee, construction hours are Monday-Friday from 8:00 am to 5:00 pm and no street parking after driveway has been poured. Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

8. Discussion and possible action to consider a request for an extension of building permit 201505364, expired August 11, 2017, for construction at 108 Timberwilde, and setting the fees and conditions for the extension.

A motion was made by Councilman Sapien to extend building permit 201505364 for 108 Timberwilde for 6 months and to impose an extension fee of 25% of the original permit fee and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

9. Discussion and possible action to consider a request for an extension of building permit 201505244, expired July 2, 2017, for construction at 801 Saddlewood, and setting the fees and conditions for the extension.

A motion was made by Councilman Marks to extend building permit 201505244 for 801 Saddlewood for 6 months and to impose an extension fee of 25% of the original permit fee and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

10. Discussion and possible action regarding amendments, if any, to conform the City's Tree Ordinance (Sections 18-19 to 18-27) to the requirements of House Bill 7 passed in the 2017 Special Session of the Texas Legislature and signed into law by the Governor on August 16, 2017.

A motion was made Councilman Cowell to authorize John Hightower, City Attorney to review the City's tree ordinance to comply with new H.B. 7 Tree Regulations and to come back with a recommendation. Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

11. Discussion and possible action regarding approval of mast-arm traffic signals and utility line burial at the Voss and Memorial intersection.

No action taken.

At 8:20 p.m., the City Council recessed into closed executive session to discuss the following items.

1. Discussing the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. (551.074 Personnel Matters)

At 8:52 p.m., the City Council reconvened into open public session. No action was taken on the items discussed in closed session.

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

12. **The meeting was adjourned at 8:52 p.m.**

These minutes were approved on the 26th day of September, 2017.

/s/
Jim Pappas, Mayor

ATTEST:

/s/
Crystal R. Dozier, TRMC
City Secretary

