

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
August 25, 2020**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, August 25, 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 (by teleconference)
	Councilmembers:	Stuart Marks Ken Spalding Chip Cowell Jay Carlton
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	City Secretary:	Crystal R. Dozier
	City Engineer:	Steve Byington (by teleconference)

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.

PUBLIC HEARING

1. The purpose of the Public Hearing is to receive input from the public, either oral or written, regarding the City's 2020 Proposed Tax Rate (information about the proposed tax rate is posted on the City's website).

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

PUBLIC COMMENTS

Jack Carlson at 10806 Hunters Forest spoke before the council regarding the building permit extension at 10808 Hunters Forest which was item #6 on the agenda.

REPORTS

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

Police Commission: Steve Reichel, Alternate Police Commissioner presented the police department report. Follow-up on Previous Month Items/Requests from Commission-Personnel and Finance committees met during the month to discuss 457b program and COVID-19 policies. A draft COVID policy prepared and forwarded to Olson and Olson for review. Interim policy put in place. Budget amendment prepared and forwarded to city councils for consideration. Personnel Changes/Issues/Updates-4 personnel effected by COVID-19. 2 positive employees and 2 in the household. Officer Boggus returned to work 7/28. Officer Schanmier released and scheduled for return 8/5/20. Officer Cadena cleared for return to work 8/4/20. Officer left food items in the department utility pick-up truck that spoiled and caused damage to the interior. EPI initiated. LOR issued. Sergeant EPI in reference to second chargeable accident found to be sustained. Suspension issued. Tested and interviewed 3 well-qualified candidates for PO positions and have created an active eligibility list.

Major/Significant Events

- 7/1/20 Officer involved in deadly force incident at Memorial Hermann Hospital during a physical altercation as a prisoner attempted to escape custody. A multi-jurisdictional investigation conducted by HPD, HCDA's Office and MVPD. No injuries to MVPD personnel. Investigation is on-going.
- 7/28/20 suspects identified via latent fingerprints from burglary at 411 Hunterwood. 2 suspects identified and arrest warrants issued.
- Detectives have identified suspects who illegally entered Chapelwood and had a drinking party inside of the facility. During the party, church property was damaged. Suspects are going to be area youth. Additionally, it is believed that some of the suspects have also been involved in the rash of burglaries that have occurred nearby, as well as spray painting the church. This investigation is on-going.
- Received and investigated a complaint on an officer. The incident in question was captured on the officers BWC and clearly disproved the allegation. This officer had been a little skeptical of the BWC, however is now a strong believer.

Status Update on any Major Projects-Riverbend NA and Windemere NA both have new ALPR systems that have been incorporated into the MVPD network. Mott Lane and Thamer are both currently considering adding systems as well. On 7/1/20 the rebuilt ICV server was put into service replacing the no longer supported Windows 2005 State Interface Server. The transition went without issue. Repurposing the former ICV Server saved the department several thousand dollars.

Fire Commission: Councilman Carlton presented the fire department report. Phase 1 of construction continues. The fire tower and trees have been removed. Contractors are securing all materials in preparation of the storm. The Fire Chief will be attending the next meeting to go over the renovation 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. 2020 Outfall Replacement – Outfall #32(River Glyn Drive)

Contract closed and trees still need to be planted on/near easement at 1005 River Glyn.

- b. Voss at Second Baptist

No news from City of Houston.

- c. Beinhorn and Voss – Traffic Signal Reconstruction

City Engineer is reviewing submittals from contractor. Poles are estimated to arrive January 2021. Contract amount is \$329,078.87.

- d. CCTV Phase II

City Engineer is Incorporating data into GIS database and preparing estimate of probable cost for storm sewer repair.

- e. 2020 Street Maintenance – Memorial Drive

City Engineer is preparing construction plans for bid. Project to be advertised in September.

f. Harris County Engineer's Recommendations on Minimum Standards for Communities in Harris County.

The County is asking the City's to update drainage criteria. Some requests are: Use of Atlas 14 Hydrology and no fill in the 500 yr. flood plain. If the City does not update following the guidelines, they will not be eligible for participation in the Partnership Projects (from the 2018 County Bond Issues). We are working with other engineers locally for the best response. Not all cities will have the same response, and it will typically be related to amount of 500 yr. impact and amount of 'partnering projects'. We plan to meet with staff and develop recommendations.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on July 25, 2020.
2. Approval of the Cash Disbursement Journal for July, 2020.

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

REGULAR AGENDA

1. Discussion and possible action to consider an ordinance adopting the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2021 and ending December 31, 2021; making appropriations for the city for such year as reflected in the budget; and making certain findings and containing certain provisions relating to the subject.

A motion was made by Councilman Cowell to adopt the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2021 and ending December 31, 2021 Councilman Spalding seconded the motion. The vote to approve the motion was as follows:

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

2. Discussion and possible action to:
 - a. Set the property tax rate for Debt Service for 2020.

A motion was made by Councilman Spalding, with a second by Councilman Cowell, to adopt a 2020 debt service rate of \$ 0.00 of assessed value.

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

- b. Set the property tax rate for Maintenance and Operation for 2020.

A motion was made by Councilman Spalding, with a second by Councilman Marks, to adopt a 2020 tax rate for maintenance and operations at \$.194082/\$100 of assessed value.

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

3. Discussion and possible action to consider an ordinance providing for the assessment, levy and collection of ad valorem taxes of the City of Hunters Creek Village, Texas for the year 2020; providing for the date on which such taxes shall be due and payable; providing for the penalty and interest on all taxes not timely paid; and repealing all ordinances and parts of ordinances in conflict herewith; and providing for severability.

A motion was made by Councilman Cowell to approve an Ordinance providing for the assessment, levy and collection of ad valorem taxes for tax year 2020 and Councilman Marks seconded the motion.

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

4. Discussion and possible action to address illegal camping along I-10 frontage road in Hunters Creek Village.

No action was taken on this item

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

Discussion and action on this item was delayed until after the executive session.

6. Discussion and possible action to consider a request for an extension of building permit 201600635, which expired on December 1, 2019 and authorized construction at 10802 Hunters Forest Drive, and setting the fees and conditions for the extension.

A motion was made by Councilman Cowell to approve the permit extension for 10802 Hunters Forest Drive for one month from Monday, August 31, 2020 in the amount of \$541.13. In addition, Titan Homes shall pay for the previous granted permit extension in the amount of \$3,249.13 and must return to the next City Council meeting on Tuesday, September 22, 2020 to assess the progress of construction.

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 6:53 p.m. the Mayor announced that the City Council was recessing into closed executive session under the personnel and legal advice exceptions.

- a. Appointment of members to the Planning and Zoning Commission, Board of Adjustment, Fire Commission and the Police Commission. (§551.074 Personnel Matters).
- b. Consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, § 551.071
- c. For the purpose of deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee to wit: the position of City Secretary.

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

At 7:38 p.m. the City Council reconvened in open session. No action was taken during the closed executive session.

After the City Council reconvened in open session, a motion was made and seconded to appoint Kristopher Knop to alternate position no. 7 on the Zoning Board of Adjustment to replace Ed Holland. The vote to approve the motion was unanimous.

ADJOURNMENT

At 7:45 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 7:45 p.m. p.m.

These minutes were approved on the 22nd day of September, 2020.

_____/s/
Jim Pappas, Mayor

ATTEST:

_____/s/
Tom Fullen
Acting City Secretary