

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
October 24, 2017**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, October 24, 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 Engineer:	Steve Byington

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:00 p.m. followed by the pledge of allegiance led by Administrative Commander Kyle Sission and invocation led by Mayor Pappas.

PUBLIC COMMENTS

Antonio Benavides at 802 Flint River spoke before the Council regarding drainage on his street. Jack Carlson at 14 Willowend spoke before the Council regarding the Village Fire Departments job well done. Mr. Carlson also submitted a letter to the Mayor and Council. Matt Benner at 12 Voss Road spoke before the Council regarding drainage and gave a presentation.

REPORTS

Treasurer: Shanoop Kothari, City Treasurer was not present. Tom Fullen, City Administrator gave a brief summary on the financial report.

Police Commission: Chief Schultz presented the police report and gave a brief summary of recent events. Follow-up on Previous Month Items/Requests from Commission - FEMA reimbursement process started. Request for Commander Compensation consideration. Personnel Changes/Issues/Updates - Currently have 2 vacancies for sworn personnel, 4 applicants have completed background phase. Officer continues to recover at home after contracting a staph infection during the hurricane. Major/Significant Events-Hurricane Statistics: Duration of Event: 17 Days, Personnel Utilized: 42, Total Hours Worked: 5939 (4158/1781), OTJ Injuries: 1, Equipment Loses: @ \$4500, Accidents: 22. Direct Crimes: 1 Burglary, 3+ Frauds, Arrests: 13. Evacuations/Rescues: 92, 911. Calls: 387 Non-Emergency Calls: 3095 September 25, 2017 armed robbery at the Shell Station at 8585 Katy Freeway. Single black male suspect armed with a handgun. The suspect robbed the store and the clerk of personal belongings.

September 8, 2017 a burglary occurred during storm recovery efforts of a home where the residents are out of the country. A single black male forced entry into the home and took electronics and bicycles.

Status Update on any Major Projects - Carpet replacement estimates are on-going, working with Olsen and Olsen on procurement. Requested expedited FEMA reimbursement. Rifles locks being installed in marked police vehicles. Initiated "Cruise" lights feature on marked Police Vehicles.

Fire Commission: Councilman Jay Carlton, reported the Commission will begin the design phase of the project to formally advertise RFQ for bid. The Commission will be meeting Wednesday, October 25th.

Building Official: Tom Fullen, City Building Official gave a brief summary of the building report. Mayor Pappas introduced the new City Building Official, James Stewart.

City Engineer: Steve Byington, City Engineer reported on the following subjects:

A. Two Outfall Rehabilitation

1. Substantial design, specifications and final cost estimates are currently under review and will be completed this month.
2. Additional field assessments at both proposed outfalls will be planned once the bayou water level recedes.
3. The repair methods previously recommended are still planned for both Outfall 21 and 31, however additional repairs could be necessary depending on damage from flooding (primarily at Outfall 21).

B. MVWA Emergency Sanitary Sewer Repairs on Voss

1. During the week of October 2nd, MVWA discovered a sanitary sewer backup in the north end of the City. Around Thursday the 5th the source of the backup was isolated to Voss Road near Shannon Circle.
2. The sewer in Voss was a 12-in line that was scheduled for rehabilitation later this year and the contractor has been actively engaged in the Villages on that contract.
3. The sewer bypass and construction commenced on October 10th. At which time
 - a. substantial void was found under the road (see picture below).
4. These voids and sinkholes are being reported within the region at an alarming rate. It is a phenomenon that is being exploited when there is a defect in a pipe such as a hole or a corroded crown, and sustained hydrostatic pressure is applied for an extended period of time (runoff from Harvey), the soil around the pipe defect becomes susceptible to erosion at a higher rate once the hydrostatic pressure is removed. Thus, we may see a severe increase in sinkholes this year.
5. Paving should occur October 20th and traffic operations should be normal by Monday before this meeting.



C. FEMA Recovery Effort Update

1. Letters were sent to select residents October 13th to inform them that FEMA inspections will occur in the coming near future.
2. This is a required action as a member of the NFIP (National Flood Insurance Program). The inspections are basic in nature (will confirm this). One of the objectives is to confirm that the City is complying with the Substantial Damage rules within the NFIP.
3. There is no anticipation of any (possibly 1) Substantially Damaged homes.
4. When FEMA responds with schedule and inspection team, the City will take a picture of their badge and send out on VLinc to help assure residents regarding the stories about fake FEMA inspectors.
5. Please encourage residents to check with the building department for permitting requirements prior to any rebuilding efforts.

D. Smart City Primer

The Smart City concept and the increasing use of technology to monitor a city's critical infrastructure.

City Administrators Report: Tom Fullen, City Administrator reported on the home located at 10803 Beinhorn.

Mayor and Council Reports

Mayor Pappas reported the City is working with the City of Hedwig Village regarding drainage.

Mayor Pappas presented proclamations to TEXSAR and its members.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on September 26, 2017 and Special Meeting on July 24, 2017, August 30, 2017 and October 3, 2017.
2. Approval of the Cash Disbursement Journal for September, 2017.

A motion was made by Councilman Cowell to approve the items on the Consent Agenda and Councilman Marks seconded the motion. The vote to approve the motion was unanimous.

REGULAR AGENDA

1. Discussion and possible action to adopt AN ORDINANCE AMENDING ARTICLE II, "TREE PRESERVATION," OF CHAPTER 18, "ENVIRONMENT," OF THE CITY CODE OF ORDINANCES TO UPDATE THE TREE PRESERVATION REQUIREMENTS TO COMPLY WITH RECENTLY ENACTED SECTION 212.905 OF THE TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR SEVERABILITY; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$500; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

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

2. Discussion and possible action to: a) receive the latest recommendations from the Planning and Zoning Commission regarding proposed amendments to the zoning regulations governing the height and locations of Accessory Structures; and b) refer a modified set of proposed amendments to the Commission for recommendation.

A motion was made by Councilman Spalding to refer the proposed ordinance as recommended to the Planning and Zoning Commission and to direct the City Secretary to schedule a Joint Workshop. Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

3. Discussion and possible action to advertise for notice to bidders for mowing services.

A motion was made by Councilman Spalding to approve advertisement of bid for mowing services and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

4. Discussion and possible action to designate an alternate representative from the City Council to the H-GAC General Assembly 2018.

A motion was made by Councilman Sapien to reappoint Councilman Cowell as the H-GAC Representative and Councilman Spalding as Alternate and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.

5. Discussion and possible action to approve the November and December Regular City Council meeting date.

A motion was made by Councilman Cowell to schedule the November and December Regular City Council meeting on Tuesday, December 12, 2017 at 6:00 pm and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.

6. Discussion and possible action to approve the 2018 Holiday Schedule.

A motion was made by Councilman Cowell to approve the 2018 Holiday Schedule for City offices and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.

At 7:03 p.m., the City Council recessed into closed executive session to discuss the following items.

- a. For the purpose of deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee and to consider hiring a Building Official and Permit Clerk (§551.074 Personnel Matters).

At 7:23 p.m., the City Council reconvened into open public session.

A motion was made by Councilmember Spalding to hire James Stewart as the Building Official and Director of Public Works with one week of paid vacation for 2017. Councilmember Marks seconded the motion. The vote to approve the motion was unanimous.

7. **A motion was made by Councilmember Spalding with a second by Councilmember Marks to adjourn the meeting. The vote to approve the motion was unanimous.**

8. **The meeting was adjourned at 7:24 p.m.**

These minutes were approved on the 12th day of December, 2017.

/s/
Jim Pappas, Mayor

ATTEST:

/s/
Crystal R. Dozier, TRMC
City Secretary

