

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
March 26, 2019**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, March 26, 2019, 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 Community Relations Officer Frank Lerma and invocation by Mayor Pappas.***

**PUBLIC COMMENTS**

There were no public comments.

Treasurer: Tom Fullen, City Administrator, presented the financial 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-The personnel committee met on 2/22/19 and began initial work on the FY20 budget aspect of personnel costs, benefits and compensation. Personnel Changes/Issues/Updates-The Department continues to have 1 sworn officer and 1 dispatcher vacancy. They have expanded the employment advertising to include; Discover Policing.org, TPCA and TML.

**Major/Significant Events**

- 2/6/19 Officers responded to the Racquet Club in reference to a shooting victim driving up to the guard shack. Through investigation detectives learned that the shooting event itself occurred in the City Houston near the Mall. HPD was notified and took over the investigation.
- 2/12/19 KPRC aired a news story on the MVPD use of Drone Technology in the Villages.
- 2/12/19 MVPD staff presented at the annual Tealwood N. A. meeting.
- 2/17/19 Officers were dispatched to delayed burglary report. Officers learned that the home owner is out of the country for an extended period and a relative was staying at the home. The relative had failed to set the alarm or activate the security cameras while leaving town herself. Only 1 item was missing, and several other more valuable items were left behind. Detectives are investigating.
- 2/25/19 Officers were dispatched to a residence on Jeffers Court. Officers were informed of a Sexual Assault involving a juvenile. Parents of the child located information about their daughter having consensual sexual relations with an adult boyfriend. Due to the age difference between the two, the

relationship meets the statutory definition of Statutory Rape. Detectives are working with CPS and have scheduled a safe house interview.

Status Update on any Major Projects-Staff participated in a demonstration of a new GPS fleet management system. The system, Fleet Complete is a partner with AT&T and is a part of FirstNet. The system can fully integrate with CAPERS. The current vehicle tracking system is an unsupported Google Earth based free (shareware) system with limited functionality. The new Health Care Benefit enrollment process has been completed and the new insurance takes effect on 4/1/19.

Fire Commission: Councilman Carlton presented the fire report and gave a brief summary. The first responder call record is at 4 minutes and 34 seconds. The national standard is at 6 minutes and 30 seconds. The roof is 99% complete as of last week. Councilmen Carlton did a walk through with the contractor and all three punch list items were complete. The project came in under budget. The Commissioner hired HGCM as the Program Manager for the fire department renovation. HGCM has advertised for architect bids and received three qualified applicants with RFQs.

Mayor Pappas reported on a Village Fire Department Letter of Intent for Bunker Hill Village regarding their member status. Mayor Pappas informed the Council he will be one of the 6 mayors signing the letter as part of an agreement.

Building Official: James Stewart, City Building Official gave a brief summary of the building report. He stated he will start implementing preconstruction meetings with contractors.

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

a. Memorial/Voss Intersection Improvements

**All major work is substantially complete and the contractor is performing electrical wiring to the controller cabinet this week. Start up will occur Saturday the 23<sup>rd</sup> however, the new system of lights will remain bagged for approximately two weeks to allow monitoring for bugs/failures. On approximately April 3<sup>rd</sup>, the bags will be removed from the new lights and the old signal will be demolished. Striping and cleanup will occur after that.**

b. 2018 Outfall Rehabilitation – River Point (34) & River Circle (35)

**River Point is complete minus turf establishment and waiting on Flood Control final inspection. River Circle is 30% complete and on-going. Currently total budget for both outfalls is \$430,000. Project is slightly under budget to date.**

c. 2019 Street Maintenance – Memorial Drive at Voss Road

**The City awarded contract to Main Lane Industries on March 4th for base bid amount of \$215,712. Preconstruction meeting was held March 14<sup>th</sup> and Notice To Proceed given for March 25<sup>th</sup>. The contractor will put signs out this coming Friday the 22<sup>nd</sup> to notify the public. The City Engineer is considering Saturday work from 6am to 6pm. This would significantly reduce the impact to travel during the week. The work would take approximately 3 to 4 Saturdays to complete. Otherwise, the contractor will work from 9am to 3pm for approximately 30 days Monday through Friday.**

d. Memorial Guard Rail

**Guard Rail and end terminal have been replaced.**

Mayor and Council Reports and Comments: Mayor Pappas reported on the parking issue at the Memorial Villages Farmers Market. The Council directed staff to place the parking signs down Pifer Road the Friday before the Saturday of the farmers market for the next few weeks.

## **CONSENT AGENDA**

1. Approval of the Minutes of the Special Meeting on February 25, 2019, March 4, 2019 and Regular Meeting on February 26, 2019.
2. Approval of the Cash Disbursement Journal for February, 2019.

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

## **REGULAR AGENDA**

1. Discussion and possible action to consider rules and regulations for use of the City Hall pavilion.

**A motion was made by Councilman Marks to approve the rules and regulations for use of the City Hall pavilion and Councilman Sapien seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to consider the purchase of a swing set for City Hall Pavilion.

**A motion was made by Councilman Spalding to approve the purchase of a swing set for City Hall Pavilion in the amount of \$2,607.87 and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.**

3. Discussion and possible action to approve Amendment No. 59 to the engineering contract with CobbFendley to add funding for services related to Storm Sewer and Outfall CCTV Review-Phase II in the amount of \$27,000.00.

**A motion was made by Councilman Sapien to approve Amendment No. 59 to the engineering contract with CobbFendley to add funding for services related to Storm Sewer and Outfall CCTV Review-Phase II in the amount of \$27,000.00 and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

4. Discussion and possible action to approve an amendment to the 2019 Village Fire Department budget to increase the total amount of the budget by \$39,780.00 and to increase line item Facility Fund 4 by \$39,780.00.

**A motion was made by Councilman Spalding to approve an amendment to the 2019 Village Fire Department budget to increase the total amount of the budget by \$39,780.00 and to increase line item Facility Fund 4 by \$39,780.00 and Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

5. Discussion and possible action to extend the sidewalk along Memorial Drive from Teakwood Lane to Caruthers Lane.

**A motion was made by Councilman Marks to approve the sidewalk extension along Memorial Drive from Teakwood Lane to Caruthers Lane and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.**

6. Discussion and possible action to consider and approve an amendment to the Act authorizing the Gulf Coast Authority.

**No action taken.**

7. Discussion and possible action to consider and approve an amendment to the Act authorizing the Clear Lake City Water Authority.

**No action taken.**

8. Discussion and possible action to approve an increase in the municipal telecommunications right-of-way access line rate.

**A motion was made by Councilman Marks to decline an increase in the municipal telecommunications right-of-way access line rate and Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.**

**At 7:32 p.m., the City Council recessed into closed executive session to discuss the following items.**

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

**At 7:48 p.m., the City Council reconvened into open public session.**

14. **A motion was made by Councilman Sapien with a second by Councilman Marks to adjourn the meeting. The vote to approve the motion was unanimous.**
15. **The meeting was adjourned at 7:48 p.m.**

These minutes were approved on the 23<sup>rd</sup> day of April, 2019.

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/s/  
Jim Pappas, Mayor

ATTEST:

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/s/  
Crystal R. Dozier, TRMC  
City Secretary