

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
January 26, 2021**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, January 26, 2021, 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 Ken Spalding Chip Cowell Jay Carlton
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	Building Official:	James Stewart
	Police Chief:	Ray Schultz
	Assistant to City Secretary:	Jennifer Namie (by teleconference)
	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 Chief Schultz and a brief prayer by Mayor Pappas.

PUBLIC COMMENTS *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*

REPORTS

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

Police Commission: Steve Reichel, Police Commissioner, presented the police department report.

Fire Commission: Councilman Jay Carlton presented the fire department report and reported on the progress and budget of the fire station remodel.

Building Official: James Stewart, City Building Official, gave a brief summary of the building report.

City Engineer: Steve Byington, City Engineer, reported on ongoing public work projects.

- A. Voss at Second Baptist
Work began around January 11th by Angel Bros. Construction. It is anticipated that the project will be complete in less than three weeks.
- B. Beinhorn and Voss – Traffic Signal Reconstruction
Project is approximately 85% complete. Project is on budget with the contract amount of \$329,078.87.
- C. 2020 Street Maintenance – Memorial Drive
Construction is approximately 50% complete with contract amount of \$297,312.00. The Contractor is having quality control issues and is finding subgrade issues that are worse than anticipated. The estimated project completion date is February 5, 2021.
- D. 10 Willowend Dr. Outfall
The outfall ranked 3rd on the list is failing and should be replaced this year. There is a sinkhole forming at the edge of a resident driveway about 75 feet off the road. Staff anticipates this to be similar or average to the previous outfalls in terms of effort and cost. There is some advantage because it is next door to HCFCD property for access. Staff will have scope and fee amendment at next council meeting.
- E. 2021 Street Maintenance
There is \$800k in the street maintenance budget. Staff had programmed street maintenance, meaning not full reconstruction for neighborhood streets (not just Voss and Memorial) in the ten-year CIP. This year to date, there have been no maintenance projects.

Staff would like to implement the projects this year to include: panel replacement, spall repairs, joint seal, curb repair, etc.

Ripple Creek has been discussed for repair. There was a maintenance project performed approx. 2012-2013. It is ranked #3 on City's maintenance projects and #10 overall on the street assessment. Staff would like to take Ripple Creek and 4-5 other streets and utilize most of the street maintenance budget to bring those streets to a level of service that will extend their reconstruct life 5-10 years.

Staff will present scope, recommendations and budgetary figures at next council meeting.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on December 8, 2020.
2. Approval of the Minutes of the Special Meeting on December 21, 2020.
3. Approval of the Cash Disbursement Journal for December, 2020.

A motion was made by Councilmember Spalding to approve the consent agenda. Councilmember Marks seconded the motion. The vote to approve was unanimous.

REGULAR AGENDA

1. Discussion and possible action to approve the purchase of a new phone system from Hooper Communications in the amount of \$12,594.00.

A motion was made by Councilmember Spalding to approve the purchase of a new phone system from Hooper Communications in the amount of \$12,594.00. Councilmember Cowell seconded the motion. The vote to approve was unanimous.

2. Discussion and possible action to designate a representative and alternate representative to the Houston-Galveston Area Council 2021 General Assembly.

A motion was made by Councilmember Carlton to designate Councilmember Cowell as a representative and Councilmember Spalding as an alternate representative to the Houston-Galveston Area Council 2021 General Assembly. Councilmember Spalding seconded the motion. The vote to approve was unanimous.

3. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas, confirming that, during calendar year 2020, the City Council reviewed the City's Investment Policy and investment strategies; amending the City's Investment Policy; and making other provisions related to the subject.

The City Administrator made a report to the City Council on the City's current policy and strategies and recommended that no changes be made. A motion was made by Councilmember Carlton to adopt a resolution of the City of Hunters Creek Village, Texas, confirming that, during calendar year 2020, the City Council reviewed the City's Investment Policy and investment strategies;; and making other provisions related to the subject. Councilmember Spalding seconded the motion. The vote to approve was unanimous.

4. Discussion and possible action to consider an amendment to the Memorial Village Police Department's 2020 Budget to reflect intra-budget transfers made during the year.

A motion was made by Councilmember Marks to approve an amendment to the Memorial Village Police Department's 2020 Budget reflect intra-budget transfers made during the year. Councilmember Spalding seconded the motion. The vote to approve was unanimous.

5. Discussion and possible action to approve an increase to the mowing contract with Van Sant Landscape Management in the amount of \$4,200.00 to supplement TX Dot's mowing of the I-10 access road adjacent to Hunters Creek Village city limits.

A motion was made by Councilmember Cowell to approve an increase to the mowing contract with Van Sant Landscape Management in the amount of

\$4,200.00 to supplement TX Dot's mowing of the I-10 access road adjacent to Hunters Creek Village city limits. Councilmember Carlton seconded the motion. The vote to approve was unanimous.

6. Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 1, 2021, for the purpose of electing three (3) Council Members (Mayor, Position Nos. 4, and 5); and providing details relating to the holding of the election.

A motion was made by Councilmember Spalding to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 1, 2021, for the purpose of electing three (3) Council Members (Mayor, Position Nos. 4, and 5); and providing details relating to the holding of the election. Councilmember Marks seconded the motion. The vote to approve was unanimous.

7. Discussion and possible action regarding the City's 2021 Arbor Day program.

A motion was made by Councilmember Spalding to continue with the Arbor Day program. Councilmember Carlton seconded the motion. The vote to approve was unanimous.

8. Discussion and possible action to approve the purchase and planting of trees by Bill Bownds Nursery along the East and West side of Voss Road in the amount of \$11,910.00.

A motion was made by Councilmember Spalding to approve the purchase of and planting of trees by Bill Bownds Nursery along the East and West side of Voss Road in the amount of \$11,910.00. Councilmember Cowell seconded the motion. The vote to approve was unanimous.

9. Discussion and possible action to approve Amendment No. 65 to the engineering contract with Cobb Fendley in the amount of \$22,000.00 for Engineering Services associated with the pavement repairs to Ripple Creek Drive.

A motion was made by Councilmember Marks to approve Amendment No. 65 to the engineering contract with Cobb Fendley, in the amount of \$22,000.00, for Engineering Services associated with the pavement repairs to Ripple Creek Drive. Councilmember Spalding seconded the motion. The vote to approve was unanimous.

10. Discussion and possible action to approve a proposal from Hall Sprinkler Co. in the amount of \$10,860.00 for the installation of an irrigation system for the tree planting along the East and West sides of Voss Rd.

A motion was made by Councilmember Carlton to approve a proposal from Hall Sprinkler Co. in the amount of \$10,860.00 for the installation of an

irrigation system for the tree planting along the East and West sides of Voss Rd. Councilmember Cowell seconded the motion. The vote to approve was unanimous.

11. Discussion and possible action to approve a standard form agreement to be used by the City to govern the installation and maintenance of network nodes in public rights-of-way within the City "(Network Node Deployment Agreement)".

A motion was made by Councilmember Spalding to approve a standard form agreement to be used by the City to govern the installation and maintenance of network nodes in public rights-of-way within the City "(Network Node Deployment Agreement)". Councilmember Cowell seconded the motion. The vote to approve was unanimous.

12. Discussion and possible action to approve a Network Node Deployment Agreement (which includes a list of proposed node locations) with Verizon Wireless.

No action was taken on this item.

13. Discussion and possible action to approve a Network Node Deployment Agreement (which includes a list of proposed node locations) with ExteNet Systems.

A motion was made by Councilmember Marks to approve a Network Node Deployment Agreement (which includes a list of proposed node locations) with ExteNet Systems with, locations as presented, with the exception of Node 201, located at 701 Hunters Grove Lane. Councilmember Spalding seconded the motion. The vote to approve was unanimous.

ADJOURNMENT

At 7:57 p.m. a motion was made by Councilmember Cowell to adjourn the meeting. Councilmember Spalding seconded the motion. The vote to approve the motion was unanimous.

The meeting was adjourned at 7:57 p.m.

These minutes were approved on the 23rd day of February, 2021.



Jim Pappas, Mayor

ATTEST:



Tom Fullen, City Administrator
Acting City Secretary