

CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
June 25, 2013

The City Council of the City of Hunters Creek Village, Texas held its regular meeting on Tuesday, June 25, 2013, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

Present:	Mayor	Bonnie McMillan
	Council Members:	Steve Reichek
		Fidel Sapien
		Michael Schoenberger
		Jim Pappas
	City Administrator/	
	City Secretary:	Deborah Loesch
	City Attorney:	Scott Bounds

With a quorum of the Council Members present, Mayor McMillan called the session to order at 6:00 p.m. followed by the pledge of allegiance led by Councilmember Schoenberger. It was noted that Council Position #3 is remains open.

PUBLIC COMMENTS

Charles Whited, Spring Branch Service Area Manager for CenterPoint Energy, introduced the new Spring Branch Service Area Director, Tim Sbrusch.

Dr. Joe McLemore, 618 Wellesley, commented on the poor soil and grassy area at the road edge following the Wellesley paving improvements. He complained that the grass does not grow right up to the asphalt. The City Engineer was asked to evaluate the area and see what options could be done when the crews are out to redo the paving area near 518 Wellesley.

Presentation by the Greater Harris County 9-1-1 Emergency Network of the enhanced emergency notification system. Representatives from the 9-1-1 network were present at the meeting to provide further information on the enhanced technology and program in place to alert residents of Hunters Creek along with county residents of any emergency situations that might affect their safety. The program is already in place if residents have a land line phone number, however, now residents are able to register up to 4 cell phone numbers and receive voice message alerts as well as text messages. The program provides services to the City to alert residents in a predetermined group and based on a geographical area unique emergency situation. The service is free to all participating jurisdictions. The system uses the 9-1-1 database landline phone records and provides for local authorities the ability to activate for local emergencies. The central dispatch center

for Hunters Creek's area will be the Memorial Villages Police Department. The 9-1-1 network will provide the city with community outreach information to send out to the residents to inform them to register their cell numbers. In addition, they will provide the City with the web site link so that it can be put on the city's web site for resident's convenience.

## REPORTS

Treasurer's Report. Doug Abbott, Treasurer, presented the monthly financial and budget reports for May 2013 reporting that all bank accounts have been reconciled without adjustments, property tax collections are at 99%, and staff is beginning to generate information to the auditors to begin the 2012 audit report.

Police Commissioner. Interim Chief Roy Osborne was present for the Police Department.

- a. Reported that J. D. Sanders had been selected as the new police chief and will be on board within the next week.
- b. Discussion and possible action to consider an amendment to the MVPD fiscal year 2013 budget: (1) adopting an ordinance to approve amendment #3 to the City's 2013 fiscal year budget appropriating additional funds for the Memorial Villages Police Department for 2013; and (2) approval of an amendment to the Memorial Villages Police Department's 2013 fiscal year budget.

The item is tabled to the next Council meeting in July

- c. Discussion and possible action to consider approval to discontinue the maintenance and use of the Hunters Creek substation at the Houston Racquet Club.

There was discussion with no formal action taken.

Fire Commissioner. Councilmember Pappas reported that the following items are brought forward for consideration from the Village Fire Department Board of Commissioners:

- a. Report on the Annual Audit Report for fiscal year 2012. A copy of the Financial Audit for fiscal year 2012 was provided to the council members for their review.
- b. Discussion and possible action to approve the 2012 Intra-Budgetary Transfers using audited underage of \$194,349 to the Capital Replacement Fund and for facility repairs in the 2013 fiscal year budget.

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichel to approve the 2012 Intra-Budgetary Transfers and the budget amendment for fiscal year 2013 as presented. The motion carried unanimously.

- c. Discussion and possible action to approve the proposed budget for fiscal year 2014.

A motion was made by Councilmember Pappas with a second by Councilmember Schoenberger to approve the proposed budget for 2014 as presented. The motion carried unanimously.

#### Mayor and Council Reports and Comments

Mayor McMillan requested for staff to prepare proposed legislation to provide for regulating applications for impervious surfaces and drainage impact of new construction on adjacent properties.

Building Official Report. Tom Fullen, Building Official, reviewed the report of new residences under construction through June 21, 2013 with 32 new residences currently under construction.

#### City Administrator Report.

- a. Update on City Hall Addition & Renovations project. Deborah Loesch reported on the status of the project and reported that expenses were running within budget and getting close to completion.
  - (1) Discussion and possible action to consider approval of variations in flooring materials. A motion was made by Councilmember Schoenberger with a second by Councilmember Reichel to approve Change Order No. 10 for a credit of \$6,000 toward the floor tile material mismatch. The motion carried unanimously.
- b. Update from the City Attorney on a claim for street damages at 518 Wellesley. The City Attorney's office reported that the claim has been filed with the courts on June 14, 2013.
- c. Update from the City Attorney on the Court of Appeals case *Riner, et al vs. Planning & Zoning Commission, et al.* The City Attorney's office reported that the appeals court upheld the lower court's decision and ruled in the City's favor. We are waiting to see if Mr. Riner will be taking this further to the Supreme Court.

City Engineer's Report. Charles Eastland, City Engineer, presented his report on the following Public Works projects:

- a. Voss Road at Soldiers Creek Bridge retaining wall project. Design work is 99% complete and previously met with Councilmember Schoenberger and Bill Hardin to review of the proposed design and scope of the project. Considering the timing of the project to perform the work during the summer months, the project start date would be delayed to 2014 budget. In addition, review of construction access easements are being determined before completion of the design.

- b. North Hedwig Road improvements by Piney Point Village. This project is pending approval of the Soldiers Creek Impact Study by Harris County Flood Control District. All comments from Cobb Fendley have been agreed to by Piney Point.
- c. Update on Piney Point Village's Soldiers Creek Impact Study review and impact at Wickline Ravine. Councilmember Schoenberger, former Mayor David Wegner and Cobb Fendley, along with representatives from Piney Point met on May 30 with Harris County Flood Control District for Piney Point's presentation of their Soldiers Creek Impact Study. The study is now in the normal review and approval process with HCFCFCD.
- d. Ripple Creek and Ripple Lane paving maintenance and repairs project. References were checked for the low bidder, Complete Concrete, with no comparable experience for this type of work, however, comments were received that they were reliable in doing small projects. During construction supervision the engineer will have a closer oversight of the work and therefore feels that they are comfortable with going forward with their recommendation to award the bid to Complete Concrete. They would begin preparing the contracts for execution.

CONSENT AGENDA. A motion was made by Councilmember Sapien with a second by Councilmember Schoenberger noting that the minutes of the June 4, 2013 meeting was a "special called" meeting, not a "regular" meeting. With the noted changes to the minutes, a motion was made by Councilmember Reichek with a second by Councilmember Pappas, the Council voted unanimously to approve and adopt consent agenda items 1 through 2 as follows:

1. Approval of the Minutes of the May 28, 2013 and June 4, 2013 meetings.
2. Approval of the Cash Disbursement Journal for May 2013.

REGULAR AGENDA

3. Discussion and possible action to consider the vacancy in Council Position No. 3.

A motion was made by Councilmember Sapien with a second by Councilmember Reichek to table the item. The motion carried unanimously.

4. Discussion and possible action to consider the appointment by resolution for police and fire commissioners.

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichek to appoint Trey Strake and Fidel Sapien as Police Commissioners by Resolution No. 2013-09. The motion carried unanimously. A motion was made by Councilmember Sapien with a second by Councilmember Schoenberger to appoint Jim Pappas as Fire Commissioner and Richard Dukes as Alternate Fire Commissioner by Resolution No. 2013-10. The motion carried unanimously.

5. Discussion and possible action to consider a resolution establishing terms of office for police and fire commissioners.

A motion was made by Councilmember Pappas with a second by Councilmember Schoenberger to approve Resolution No. 2013-11 establishing a two year term for police and fire commissioners to coincide with the term of the Mayor. The motion carried unanimously.

6. Discussion and possible action to consider the appointment of members to various boards, commissions and committees.

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichel to appoint John Meredith to Position #5 of the Board of Adjustment and John Cone to Alternate Position #8 of the Board of Adjustment each for 2-year terms. The motion carried unanimously. A motion was made by Councilmember Schoenberger with a second by Councilmember Pappas to appoint Stuart Marks as an Alternate to the Planning & Zoning Commission for a 2 year term. The motion carried unanimously.

7. Discussion and possible action to consider a contract for an early warning emergency notifications system.

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichel to participate in the Greater Harris County 9-1-1 Network Emergency Notification system. The motion carried unanimously.

8. Discussion and possible action to consider the award of the bid for Ripple Creek and Ripple Lane paving repairs.

No action was required on this item.

9. Discussion and possible action regarding TxDOT's assessment to reduce road noise on the Katy Freeway.

Council was advised that TxDOT was considering a new grooving technology as a pilot program to reduce noise with the scope of the project from Memorial City Way to Loop 610. Also TxDOT advised the cities that they would be looking at some type of financial participation from the local jurisdictions if they go forward with this program. Discussions with TxDOT representatives are continuing and will be reported as information becomes available.

EXECUTIVE SESSION. The City Council convened a public meeting and then recessed into an executive (closed) session, to discuss the following items listed on the agenda, authorized under Chapter 551 of the Texas Government Code under §551.074, to discuss personnel matters related to Council Position #3. The Closed Meeting was convened at 7:45 p.m. and adjourned at 8:28 p.m.

The Open Meeting reconvened at 8:28 p.m.

ADJOURN OPEN MEETING

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichel to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Deborah L. Loesch, TRMC  
City Administrator/City Secretary

These minutes were approved on the 30th day of July, 2013.

Resolution Nos. 2013-09, 2013-10, and 2013-11 are on file in the City Secretary's office and are made a part of these minutes by reference.