

CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
December 10, 2013

The City Council of the City of Hunters Creek Village, Texas held its regular meeting on Tuesday, December 10, 2013, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

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| Present: | Mayor | Bonnie McMillan |
| | Council Members: | Steve Reichel |
| | | Fidel Sapien |
| | | Michael Schoenberger |
| | | Jim Pappas |
| | City Administrator/ | |
| | City Secretary: | Deborah Loesch |
| | City Attorney: | John Hightower |

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. It is noted that the vacancy in Council Position #3 remains.

REPORTS

Treasurer's Report. Deborah Loesch presented the monthly budget and financial reports for October and November for Doug Abbott.

Police Commissioner. Trey Strake, Commissioner, and Police Chief J. D. Sanders reported that the new CAD system, computer aided dispatch program, "CAPERS" was approved and was in the process of being purchased with installation and conversion over the next 3-4 months before it will be online full time.

- a. Discussion and possible action to consider the STEP program hours budget for fiscal year 2013 and approve an ordinance adopting budget amendment #5 to fiscal year budget 2013 appropriating additional funds for such program.

A motion was made by Councilmember Pappas with a second by Councilmember Reichel to approve Ordinance No. 819 amending the budget for fiscal year 2013 appropriating an additional \$10,000 to the STEP program line budget. The motion carried unanimously.

- b. Discussion and possible action to consider a policy and guidelines for use of the CodeRed program for early warning notifications to citizens.

There was discussion with no formal action taken. It was agreed that each city should determine how the program should be used based on the needs of each. Also the Mayor and City Administrator will develop a protocol for determining

when the system should be utilized. The Police Chief should automatically use the system when there is a life-threatening event occurring.

Fire Commissioner. Councilmember Pappas reported that the department has received several recent resignations in competition with other agencies in the area considering higher wage scale and benefits. The Commission is researching and developing compensation comparisons for hiring and retaining quality candidates. This specifically will be discussed at the next Council meeting. In addition the Commission is concerned with the repairs that need to be done to the facility being a 40-year old building.

- a. Proclamation to the Village Fire Department acknowledging and recognizing the Department for their outstanding efforts working with the Insurance Services Office (ISO) resulting in receiving a classification of Class 1.

Mayor McMillan issued a proclamation recognizing the Village Fire Department and the Fire Chief Dave Foster for their excellent work in obtaining a superior Classification 1 for structure fire suppression from the Insurance Services Office. Councilmember Pappas will present the Proclamation to the Department at the next Commission meeting on behalf of the City.

City Engineer. Charles Eastland, City Engineer reported on the following public work projects ongoing:

- a. Curb and drainage adjustment at 500 Block of Saddlewood. Weather delayed the start of the work. Anticipate work to be done this week and finish by end of year.
- b. Voss Road at Soldiers Creek retaining wall project. Recently met with the new property owners and they are agreeable to allow temporary construction access easement through their property. The metes and bounds description of the easement area is being prepared for the easement documents.
- c. North Hedwig Road improvements proposed by Piney Point Village. Bids are due December 19 and expect project to start mid-January.
- d. Update on Piney Point Village's Soldiers Creek Impact Study. The erosion study and report proposal has been submitted for council's approval.
- e. Restriping of Voss Road from Bingle Road to Buffalo Bayou. This work has been deferred to next year with council directing staff to have the Public Works crew do the painting at the school crosswalks.
- f. Update on traffic signal controllers at Voss Road/Memorial Drive/Beinhorn intersections. Mark Ingram, an expert on traffic signals, was brought in by Cobb Fendley to explain what problems exist with the traffic signals. Voss Road is over capacity of vehicles than the current equipment can handle. However, they did find some controller software glitches within the detector loops cut in the pavement. Working out these glitches takes patience with a trial and error method until they find what is causing the problem. The

equipment is the original installed and is aging which causes some of these problems. He does not recommend replacing the equipment at this time, but will continue to work with resetting the timing as necessary.

- g. Pavement repairs at Memorial and Greenbay. This area has had significant settlement of the roadway, with no storm sewer failures under the base causing the subsidence to occur. City Engineer recommends proposal from AAA Asphalt to repair the area where the pavement has failed.
- h. Drainage easement at Hedwig Shadows to Soldiers Creek. No new information to report.
- i. Erosion issues on Soldiers Creek at Soldiers Creek Circle in Saddlewood Estates. Observed significant construction into the creek which appears to be built without proper permitting approvals. City staff will notify the property of the violations.
- j. Flood gauge monitors for Wickline Ravine and Soldiers Creek at Memorial Drive. Estimates for cost and specifications for the monitors came in higher than budgeted. A budget amendment for additional \$5,000 is needed to purchase this equipment and install.

City Administrator Report. Deborah Loesch reported a photo shoot for the new 2015 Chevy Suburban was being done at a residence on Willowend.

Building Official Report. Tom Fullen reported on the status of new residences under construction through December continuing to see activity in new construction permits.

Mayor and Council Reports and Comments

Mayor McMillan updated the Council on the I-10 noise abatement with being no new information to report.

Councilmember Pappas discussed the possibility of putting up holiday decorations in the City especially at the green area at Memorial Drive and Saddlewood Lane. Sheri Gross had previously indicated a willingness to underwrite the cost of the improvements there and would be willing to do the decorations. Currently there is no electricity available at the location for lighting. CenterPoint would have to be contacted to locate and install a meter box before we would be able to install any decorations requiring electricity. The installation work of an additional inlet on Saddlewood at this location as already begun making any kind of decorations hard until the construction work is completed. We should discuss this further next year to see if council wants to see this happen.

PUBLIC COMMENTS

Kimberly Gardner and Deborah Doell requested Council to reconsider the project to resurface Hunters Creek Drive, Hickory Hollow and include Boros in the project in the

next fiscal year budget for capital improvements. Council requested to review the entire CIP program project list.

CONSENT AGENDA. A motion was made by Councilmember Schoenberger with a second by Councilmember Reichek to approve and adopt consent agenda items 1 through 3 as follows, voting unanimously:

1. Approval of the Minutes of the October 22, 2013 meeting.
2. Approval of the Cash Disbursement Journal for October and November 2013.
3. Approval of a Resolution casting a ballot for the election of Ed Heathcott to the Board of Directors for the Harris County Appraisal District being the only person nominated for the position.

REGULAR AGENDA

4. Discussion and possible action to consider authorization of expenditures from budgeted funds for various Public Works projects for street maintenance and repair work.

The item was tabled at this time. School crosswalks will be repainted by Public Works crew.

5. Discussion and possible action to consider authorization of expenditures from budgeted funds to approval a proposal for pavement repairs at Memorial Drive and Greenbay.

A motion was made by Councilmember Sapien with a second by Councilmember Reichek to approve the proposal from AAA Asphalt to repair the pavement at Memorial and Greenbay in an amount not to exceed \$23,870.00 to be expended from budgeted funds. The motion carried unanimously.

6. Discussion and possible action to consider a proposal for engineering services with Cobb Fendley for an erosion study and report at Soldiers Creek.

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichek to accept Amendment No. 37 to the City Engineer's Agreement with Cobb Fendley to prepare an erosion study and report on Soldiers Creek in an amount not to exceed \$50,000.00. The motion carried unanimously.

7. Discussion and possible action to consider an ordinance amending Article II, Subdivision Regulations, of Chapter 36, Subdivisions and Divisions of Land, of the Code of Ordinances relating to applications for preliminary and final plat submittals and amending subsection (a) of Section 36-24, revising regulations related to preliminary conferences.

A motion was made by Councilmember Sapien with a second by Councilmember Pappas approving Ordinance No. 818 amending the subdivision regulations. The motion carried unanimously.

A motion was made by Councilmember Sapien with a second by Councilmember Schoenberger to set the fee for applications for amending plats for joinder of lots at \$650.00. The motion carried unanimously.

8. Discussion and possible action to consider salary adjustments for 2014 for city employees.

A motion was made by Councilmember Reichek with a second by Councilmember Pappas to authorize a 3% COLA salary adjustments for 2014 for all city employees. The motion carried unanimously.

9. Discussion and possible action related to *Cause No. 1032432, City of Hunters Creek, Texas v. Fajkus & Company, LLC*, claims for cost of damages to the pavement on Wellesley Drive.

A report was given by the City Attorney on the status of the claim and there was no formal action taken on this item.

ADJOURN OPEN MEETING

A motion was made by Councilmember Reichek with a second by Councilmember Schoenberger to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

/s/

Deborah L. Loesch, TRMC
City Administrator/City Secretary

These minutes were approved on the 3rd day of February, 2014.

Ordinance Nos. 818, 819, and Resolution No. 2013-14 are on file in the office of the City Secretary and are made a part of these minutes by reference.