

CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
February 25, 2014

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, February 25, 2014, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

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 led by Winnie Ngan. It is noted that the vacancy in Council Position #3 remains.

REPORTS

Treasurer Report/City Administrator Report. Deborah Loesch presented the monthly budget and financial reports for January 2014 for Doug Abbott, City Treasurer. In addition, Ms. Loesch reported that during February staff began a trial program to allow payments permits by credit card to see how much activity would be generated by permits through credit card processing and would come back to council with an update through March. At the March meeting staff would consider requesting Council approval to allow for payments by credit cards for building permits on a regular basis. Also were advised that the auditors will begin the 2013 audit the week of April 21st. In preparation of their work, working on reconciling outstanding court bonds. As of the January 31st property tax collection report, the city has received 90% collection. We have been advised that the current and delinquent taxes owed by Las Alamedas property have been paid in full.

Police Commissioner. Police Chief J. D. Sanders reported that they continue working through the transition phase with changes in operations and the "CAPERS" software, a computer aided dispatch program, has been installed and training has begun. They anticipate that once the 2013 audit has been completed there will be some surplus of funds and will request that those funds be retained by the department. It was noted that Commissioner Trey Strake was not in attendance.

- a. Discussion and possible action to consider regulating traffic control personnel within the City.

There was discussion concerning possible disruptions in traffic control caused by personnel hired by clubs, schools, churches, etc specifically to maintain traffic control in

heavy vehicle areas. Pursuant to the request of the Police Chief, the City has been asked to consider establishing regulations for requiring a permitting process to notify the City Administrator and Police Chief when and where the personnel will be working. There was no formal action taken, however, Council requested the City Attorney to prepare an ordinance establishing regulations for permitting these activities and bring to the March meeting for further discussion and consideration.

- b. Discussion and possible action to consider allowing private security cameras to be installed in the public rights-of-way.

A motion was made by Councilmember Reichek with a second by Councilmember Pappas to direct the City Attorney to prepare an ordinance to establish regulations to allow private security cameras to be installed in the city's rights-of-way. The motion carried unanimously.

- c. Discussion of the use of CodeRED for emergency notification messages.

The discussion will be continued at the March meeting to determine direction by Council for the use of the email database in CodeRED for emergency notifications only, and continue to use Constant Contact emails for non-emergency, informational emails to residents from city hall.

Fire Commissioner. Councilmember Pappas reported on how the salary compensation adjustments would be administered and the continued repairs needed on the station facility.

- a. Discussion and possible action to approve the implementation of the recommendations for increase in employee salary compensations and benefits for the Village Fire Department and authorize the underage from fiscal year 2013 budget to be used to fund this compensation increase.

A motion was made by Councilmember Reichek with a second by Councilmember Schoenberger to approve the budget amendment recommendation to fund the salary compensation adjustments from the 2013 underage funds to not affect the 2014 assessment. The motion carried unanimously.

Building Official. Tom Fullen reported that 7 new homes have been started in 2014 with 27 homes still under construction. It was reported that construction traffic continues to be a problem on the new home sites. Strict enforcement by the MVPD is needed to keep the roads accessible. Council has requested that the Police Department be notified that they encourage a strict enforcement of the parking ordinances, especially at construction sites.

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

- a. Voss Road pavement marking repairs and guard rail repairs. Requests for quotes have been resubmitted to obtain additional pricing to include warranty on the painting markings. Epoxy paint striping/markings would include a 3-year warranty but did not apply to ordinary wear in high traffic areas. In addition it has been observed that the

- galvanized railings did not hold the painting because the preparation work done before the paint was applied was inadequate.
- b. Pavement repairs at Memorial and Greenbay. Working with the contractor to have the striping completed so the work can be invoiced and closed out.
 - c. Voss Road at Soldiers Creek retaining wall project. The construction access easement document has been provided to the property owner and we are waiting on response from them. Finalizing of the design plans will be ready to advertise for bid at the March council meeting.
 - d. North Hedwig Road improvements proposed by Piney Point Village. Construction is scheduled to begin April 1st with utility relocation work going on now. The bridge at Soldiers Creek will be closed for 2 months, with driveways and roadways torn up and in some cases driveways may be inaccessible. Water service may be interrupted during the construction project. Access to Piney Point's web site link for updates on the project is posted on the Hunters Creek web site.
 - e. Update on Piney Point Village's Soldiers Creek Impact Study. Work continues on the erosion study with survey and geotechnical investigations. A report will be completed and submitted to the City for the March council meeting. The results and analysis of the study will be discussed at that time.
 - f. Flood gauge monitors for Wickline Ravine and Soldiers Creek at Memorial Drive. The equipment has been received by the City waiting on the contractor to prepare for installation with completion expected in 4 weeks.
 - g. Willowend Crossing reconstruction. A proposal has been submitted for consideration for engineering services to design the reconstruction of the Wickline Ravine culvert crossing under Willowend Drive. The repair work was scheduled for 2011 but was put on hold and has had further deterioration over the last couple of years causing larger scope of the project.
 - h. Updating street inventory and assessment report. A proposal has been submitted for consideration to update the street inventory and assessment report since it has been over 2 years since these streets have been re-visited. The proposal includes reassessing the condition of the streets along with developing a weighting system for priority scheduling based on type of street and level of traffic.
 - i. TCEQ – MS4 Storm Sewer System Permit Renewal. The permit has a term of 5 years and the time has come to review the general permit and begin on the submittal for a new MS4 permit.

Mayor and Council Reports and Comments

- a. I-10 Katy Freeway Noise Reduction Plan. Mayor McMillan reported that she met with City of Houston Councilmember Oliver Pennington along with Mayor Whiting of Hilshire and Mayor Ramsey of Spring Valley to discuss the City of Houston participating in the cost of the noise mitigation for I-10. They plan to meet next with Councilmember

Barbara Stardig, and then try to meet with Mayor Parker. At this time they are asking the City of Houston to contribute \$800,000.

PUBLIC COMMENTS

Steve Shaper, 325 Ripple Creek, stated his concerns that erosion on Soldiers Creek is becoming more evident since the outfall from Memorial from the Piney Point relief project was constructed. They are very concerned that the velocity and flow of the creek is becoming a serious problem to the lots on the east side of Ripple Creek that are along Soldiers Creek. He has asked that the City look at where Soldiers Creek goes into Buffalo Bayou, with erosion especially evident at Hunters Trail area. Mr. Shaper was advised that the City has already authorized the City Engineer to perform an erosion study there and the results of that study will be completed and presented at the March council meeting.

CONSENT AGENDA. A motion was made by Councilmember Pappas with a second by Councilmember Reichel to approve and adopt consent agenda items 1 through 2 as follows, voting unanimously:

1. Approval of the Minutes of the February 3, 2014 meeting.
2. Approval of the Cash Disbursement Journal for January 2014.

REGULAR AGENDA

3. Discussion and possible action to consider proposals from the City Engineer for the following projects:

- a. Voss Road Pavement Marking from I-10 to Buffalo Bayou and include guard rail repairs on Voss Road and Memorial Drive;

A motion was made by Councilmember Schoenberger with a second by Councilmember Sapien to accept the proposal for the epoxy bid by Batterson for \$34,971.40 and replacing buttons along Voss Road. The motion failed unanimously.

The scope of the work will be reassessed to reduce to minimal striping in areas for left-turn lanes, intersections and replacing broken and missing buttons in accordance with traffic safety standards.

- b. Engineering services for design and construction phase for Willowend Culvert Replacement; and

A motion was made by Councilmember Schoenberger with a second by Councilmember Reichel to approval the proposal for the Willowend Culvert Crossing replacement for engineering services which includes design and construction phase services, in amount not to exceed \$32,700.00. The motion carried unanimously.

- c. Engineering services for updating the street inventory and condition assessment report.

There was discussion with the item being tabled to reassess and narrow the scope of the work to include only a portion of the streets.

4. Discussion and possible action to consider open ditch improvements in the City.

There was discussion with no formal action being taken. Without any further surveying of Lindenwood, south of Shasta, it will be difficult to determine the direction or scope to correct the drainage problems caused by the open/closed ditch systems. Additional field work needs to be done with the city engineer and a councilmember to walk Lindenwood and watch the flow of the system. Larger storage capacity is needed in the ditches to handle the runoff from the new construction sites.

5. Discussion and possible action to consider an ordinance amending Chapter 34 governing the use of public right-of-ways.

There was discussion with no formal action taken. The item was tabled until an ordinance could be prepared for consideration.

6. 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.

John Hightower, City Attorney, had no new information to report.

ADJOURN OPEN MEETING

A motion was made by Councilmember Pappas with a second by Councilmember Reichek to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

/s/

Deborah L. Loesch, TRMC
City Administrator/City Secretary

These minutes were approved on the 25th day of March, 2014.