

TUESDAY, SEPTEMBER 20, 2011  
REGULAR COUNCIL MEETING  
6:00 P M

TAB

SEPTEMBER 20, 2011

REGULAR MEETING: 6:00 P M

**1. CALL TO ORDER**

1.1 Invocation (Council Member Whiting)

1.2 Roll Call

**2. CITIZENS COMMENTS/PUBLIC FORUM** (Time Limit- 5 minutes)

A copy of any prepared remarks or notes to be used and/or distributed by the speaker must be presented to the City Secretary prior to the beginning of the meeting.

**3. REPORTS TO COUNCIL**

<b>3.1</b> Police .....	<b>1</b>
Incident Report for August	
Up to date incident report for September	
Discussion with Council regarding reporting real time notifications	
<b>3.2</b> Engineers Report:.....	<b>2</b>
Hazard Mitigation Grant Program (HMGP)	
a. Pine Chase and Glourie Drives Paving & Drainage Improvements Project	
\$4,000,000	
TDRA Community Development Grant Program (CDBG)	
1200 Block of Pine Chase Drainage \$204,682	
SECO Energy Efficiency and Conservation Block Grant (EECBG)	
High Efficiency Air Conditioning for City Hall	
TCEQ Emergency Preparedness Plan	
1027 Glourie Circle Drainage Plan	
1209 Pine Chase Drainage Plan	
1110 Guinea	
1241 Archley Drive Drainage System Inspection	
<b>3.3</b> First Southwest – Joe Morrow .....	<b>3</b>
Discussion re: capital fund borrowing options and procedures for the City	
<b>3.4</b> Water Conservation Update (City Secretary) .....	<b>4</b>

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**4. ACTION ITEMS (CONSIDERATION AND POSSIBLE ACTION ON):**

4.1 Discussing the Texas Commission on Environmental Quality (TCEQ) granted waiver from the City's requirement to submit an Emergency Preparedness Plan and authorizing the Mayor to enter into an agreed order with the TCEQ regarding such Emergency Preparedness Plan. .... 5

4.2 Authorizing the Mayor to execute a payment to the Texas Commission on Environmental Quality for administrative penalties in the amount of \$588.....6

4.3 Authorizing the Engineer to award the Pine Chase Drainage Improvements Construction Contract (TDRA/GLO funded) to DonMar Grading, Inc. (HDR) .....7

4.4 Approving HDR'S Professional Engineering Services Proposal for the Pine Chase and Glourie Drive Utility, Drainage & Paving Improvements Project (HMGP-FEMA funded) (HDR) .....8

**(If there are no objections from Council the City Engineer is excused at this time.)**

**5. REPORTS TO COUNCIL – Continued**

5.1 Fire Commissioner .....9  
Discussion of previous Fire Commission meeting (no meeting)  
Incident Report for August (Susan, do you have a copy?)

5.2 Building .....10  
Permits and inspections issued.....

5.3 City Secretary .....11  
Complaint & Issues Report .....  
Breakdown of costs associated with Farris lawsuit to date  
Consent Agenda

5.4 Treasurer.....12  
Financials

**6. ACTION ITEMS (CONSIDERATION AND POSSIBLE ACTION ON):**

6.1 Authorizing the Mayor to enter into a three year contract with Belt Harris Pechacek, LLLP, (the City's auditors). .... 13

6.2 Authorizing the City Secretary/Treasurer to advertise for a new depository bank..... 14

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6.3 Authorizing the City Attorney to draft a letter for the Mayor's signature stating the property at 1317 Bridle Spur will conform to all zoning regulations after the conveyance of this property for the street ROW. ....

**Recess the Regular Council Session**

**City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters on this agenda as authorized by Texas Government Code, Sections 551.071 (Consultation with Attorney).**

**6.4 CLOSED EXECUTIVE SESSION:**

Consultation with Attorney to discuss the Grady Farris' lawsuit against the office of the City Building Official.

**Convene the Regular Council Session**

6.5 City Council may discuss and consider any actions necessary on any items discussed in the Executive Session.

**(If there are no objections from Council the City Attorney is excused at this time.)**

**7. DISCUSSION ITEMS:**

- 7.1 Replacement of the Building Official (Council Member Post and Whiting)..... 15
- 7.2 Lawn Mowing Hours ..... 16

**8. REPORTS TO COUNCIL**

8.1 Mayor and Council:

**Mayor:** ..... 17

**Council Member Whiting:** Bridle Spur Subdivision

**Mayor Pro Tem Castro:** Memorial Bench

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**9. CONSENT AGENDA**

The consent agenda is a meeting method many government councils use to help make meetings more efficient and meaningful to the members of the audience. All matters within the consent agenda have been distributed to each member of the City Council for review and study, and are considered routine and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the consent agenda and placed on the Regular Agenda by request of a member of City Council. The expenditures listed in the consent agenda are items already approved in the current city budget.

9.1 Disbursements: Summary, Deposits..... 18  
Professional Service Invoices

9.2 Approving the Minutes from the Regular Council Meeting of August 16, 2011 ..... 19

9.3 Approving the Minutes from the Special Council Meeting of August 25, 2011..... 20

9.4 To enact a Proclamation for Texas Night Out to be held on October 4, 2011 from 6 P.M. to 8 P.M. to be sponsored by the Hilshire Village Civic Club, with temporary closure of the Pine Chase Grove Cul de Sac ..... 21

9.5 To enact a Proclamation for Halloween Night to be held on October 31, 2011 from 5:30-7:30 P.M to be sponsored by the Hilshire Village Civic Club, with temporary closure of Archley. .... 22

**10. ADDITIONAL CITIZENS COMMENTS (Time Limit- 5 minutes)**

**11. ANNOUNCEMENTS**

**12. ADJOURNMENT**

NOTE: IN THE EVENT A QUORUM OF THE CITY COUNCIL IS NOT PRESENT, THE REPORTING MEMBERS WHO ARE PRESENT WILL MEET AS A SUB-COMMITTEE, FOR DISCUSSION PURPOSE ONLY, REGARDING THE ABOVE AGENDA ITEM(S). City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), and 551.086 (Certain Public Power Utilities: Competitive Matters). Following the executive session, if any, City Council may act in open session on any item discussed in the executive session.

I, Susan Blevins, do hereby certify that the above Notice of Meeting and Agenda for the City Council of the City of Hilshire Village was posted in a place convenient and readily accessible at all times to the general public in compliance with Chapter 551, TEXAS GOVERNMENT CODE, on SEPTEMBER 16, 2011 at 4:15 p.m.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative service must be made 48 hours prior to this meeting. Please contact the City Hall at 713-973-1779 or FAX -713-973-7793 for further information.