

TUESDAY, June 20, 2017
REGULAR COUNCIL MEETING
6:30 P.M

REGULAR COUNCIL MEETING

1. CALL TO ORDER: Mayor Herron called the City of Hilshire Village Regular Council Meeting to order at 6:32 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Council Member Gordy.

1.2 Pledge of Allegiance:

1.3 Present: were Mayor Russell Herron, Mayor Pro Tem Paul Maddock, Council Members Mike Gordy, Robert Byrne and David Gunn. Also present were, Spring Valley Police Sergeant Saunders, City Attorney Kim Mickelson and City Engineer Efrain Him, P.E., HDR, Inc. City Council Member Robert Swanson was late and City Administrator Susan Blevins was absent.

2. REPORTS TO COUNCIL:

2.1 Police Report: Sergeant Saunders reported there were 165 service calls, sixteen (16) citations and 24 violations. Mayor Herron asked if the police department could issue traffic citations utilizing a digital traffic device, which records offences because it takes pictures. Sergeant Saunders stated he would have Captain Schultze answer the question; however, he stated it was a civil issue and the police officer would have to actually witness the offense to issue a citation.

3. ACTION ITEMS:

3.1 Mayor Pro Tem Maddock made a motion to nominate candidates for the position of Alternate Fire Commissioner and approving Resolution # 157 appointing the position for a one (1) year term, seconded by Council Member Gordy.

Council Member Byrne nominated Ray Leiker for the position. He stated that Ray Leiker was an architect and he would be an asset to the commission's building committee. Mayor Pro Tem Maddock amended his motion to nominate Ray Leiker for the position of Alternate Fire Commissioner and approving Resolution # 157 appointing the position for a one (1) year term, seconded by Council Member Gordy.

A vote was taken to approve the amended motion approving the nomination of Ray Leiker for the position of Alternate Fire Commissioner and approving Resolution # 157 appointing the position for a one (1) year term. The vote passed unanimously.

4. CITIZEN'S COMMENTS:

Bill Bristow, 1233 Pine Chase Drive, asked why it was not permissible to ask the police officer questions when they give their report. Council Member Gunn asked if he had called the police department and asked them his questions regarding their report. Council Member Byrne stated no one has ever asked or raised their hand to ask any questions. Bill Bristow stated he wanted an answer from the Mayor. Council Member Gunn asked again if he had called the police department. Mayor Herron asked if he wanted to ask questions regarding their report. Bill Bristow stated "yes". City Attorney Kim Mickelson stated that this is Council's Meeting and citizens have a right to attend the meeting and Council can allow comments during the Citizens Comments section or during the other designated times that are on the Agenda if they choose. Attorney Kim Mickelson also stated as long as she has been here she did not recall any citizens asking to speak with the Police Officer regarding the report. Bill Bristow stated he wanted it to be put on the next Council Meeting Agenda. Again, Council Member Gunn stated that Mr. Bristow should at least try to call the police department directly with his questions. Bill Bristow stated that was a non-response answer.

Bill Bristow stated that regarding action item 7.5 Ordinance Number 745, he felt there was no enforcement on any of the ordinances now. The ordinances keep being passed and no one enforces them.

5. COUNCIL DISCUSSION: None

6. REPORTS TO COUNCIL: Con't

6.1 Engineers Report: City Engineer Efrain Him stated the **Hilshire Villas Subdivision**, Schwab's contractor, ICS, was 100% complete with the installation of the storm sewer system, sanitary sewer system and the respective connections to the City of Houston systems, the water line system and paving work. In addition, the installation of the water meter and backflow preventer assemblies and the connection to the City of Houston were completed during the week of June 9, 2017. The City of Houston inspected the water meter assembly on June 12, 2017 and the contractor is currently waiting for the City of Houston to perform the chlorination/disinfection of the line before the new meter can be placed into service. The contractor has also installed the storm water pollution prevention plan measurements around the new storm sewer inlets throughout the subdivision.

Efrain Him stated he met with Mayor Herron, Council Member Byrne and Mr. Nyle Polis, 1210 Glourie Drive, on June 6, 2017 to discuss the drainage and flooding issues associated with the construction activities in the Hilshire Villas Subdivision. It was determined that the contractor had started re-grading the lots in the Hilshire Villas Subdivision, but did not complete the re-grading of the back lots, causing storm water to run-off from the back lots to drain into the backyards on Glourie Drive. Efrain Him and the City contacted Mr. Schwab and his contractor, Mr. Scott Gilbert with ICS, to correct the issue. The contractor completed the re-grading of the ten (10) lots in the Hilshire Villas Subdivision.

HDR is providing on-going assistance to the City regarding the storm water pollution prevention plan measurements, the City's fire hydrant relocation at the **Mennonite Church Re-Development**, drainage issues in the **1100-1200 blocks of Glourie Drive associated with the Terrace Methodist Church**, the water and sewer utility services for the **8399 Westview Drive Re-Development** and various drainage plans throughout the City. HDR is currently preparing design details for the proposed double swing gates and fence to be installed on the west end of Pine Creek Lane, in order to provide emergency access to the Pine Creek Subdivision through Pech Road. Once the gate and fence details are completed and approved by the City, HDR will request quotes/proposals from contractors to perform the fence and gate work.

The City Engineer was excused.

6.2 Fire Commissioner Report: Fire Commissioner Byrne stated that 39½ % of the budget has been used at this time. The turnaround times are 39 seconds and less than four (4) minutes for the travel time. The EMS revenue that was left over from 2016 was \$75,100 after all the bills were paid. Fire Commissioner Byrne stated the Renovation Committee presented a plan for the Fire Station to the Fire Commissioners at the meeting. The new Ladder truck has been assembled and will leave the factory the week of 6-26-2017. On 6-28-2017, the department is planning a walk around for the Ladder Truck giving everyone an opportunity to see it. The new Ladder Truck will be in the 4th of July parade. It will have additional accessories added to it and the pushing ceremony should happen sometime after July 4th.

7. ACTION ITEMS:

7.1 Mayor Pro Tem Maddock made a motion for consideration and possible action regarding a request from the Village Fire Department Commission to accept the 2016 Audit and approve the 2016 Intra-Budgetary Transfers, seconded by Council Member Swanson. Council Member Byrne stated that the Commissioner had approved and recommended the Cities do the same. He stated the auditor has made a good presentation to the Commissioners and answered many questions.

A vote was taken to approve the motion approving the request from the Village Fire Department Commission to accept the 2016 Audit and approve the 2016 Intra-Budgetary Transfers. The vote passed unanimously.

7.2 Mayor Pro Tem Maddock made a motion for consideration and possible action regarding a request from the Village Fire Department Commission to utilize Surplus from the 2016 Budget in an amount of \$70,095.00 to be placed in Facility Fund 4, seconded by Council Member Swanson. Council Member Byrne stated the Commissioners felt the funds should be put in the Facility Fund 4 for the facility renovations. The Commissioners do not have a time line of when the funds will be used; they are still in the design process. Council Member Gordy asked if the funds had to be used by a certain time or does it carry-over to the next budget? Council Member Byrne stated this money would already be in the fund for the renovations. **A vote was taken to approve the motion approving the request from the Village Fire Department Commission to**

utilize Surplus from the 2016 Budget in an amount of \$70,095.00 to be placed in Facility Fund 4. The vote passed unanimously.

7.3 Mayor Pro Tem Maddock made a motion for consideration and possible action regarding a request from the Village Fire Department Commission to approve the 2017 Amended Budget, which includes the Utilize Surplus from 2016 Budget and the Hospitalization Insurance line of \$13,274.77, seconded by Council Member Swanson. Council Member Byrne stated the \$13,274.77 was money left over from the accrual insurance cost and the Commissioners would like to roll it back into the fund for next year's insurance cost.

A vote was taken approving the motion approving the 2017 Village Fire Department Amended Budget, which includes the Utilize Surplus from 2016 Budget and the Hospitalization Insurance line of \$13,274.77. The vote passed unanimously.

7.4 Mayor Pro Tem Maddock made a motion for consideration and possible action regarding the Proposed 2018 Village Fire Department Budget in the amount of \$5,639,696.00 with Hilshire Village's Assessment being \$169,190.88, seconded by Council Member Swanson. Council Member Byrne stated it was a 2.47% increase, which is well within the line of the projections of what the Commissioners have been working with. Mayor Pro Tem Maddock stated the Fire Department has done an excellent job staying within budget. Council Member Swanson stated the balance sheet is in great shape with \$1,000,000.00 in cash at the end of the year.

A vote was taken approving the motion approving the Proposed 2018 Village Fire Department Budget in the amount of \$5,639,696.00 with Hilshire Village's Assessment being \$169,190.88. The vote passed unanimously.

7.5 Mayor Pro Tem Maddock made a motion for approving the City of Hilshire Village Ordinance Number 745 replacing Article No. 7.700 in its entirety from Chapter 7 Offences and Nuisance of the Code of Ordinances and deleting Article 3.700, Tree Protection of Chapter 3, Building and Construction in its entirety, seconded by Council Member Swanson. Mayor Herron stated that he would like this item to be tabled because it was not ready prior to the meeting and posted on the website. The key point of the ordinance is to preserve the tree canopy and protect the character of the City. He said high and mid canopy trees have been defined. The ordinance establishes minimum tree requirements of one (1) for every 1500 square foot of lot area, which is more liberal than the current Tree Ordinance, requiring site planning and protection of trees, controlling unnecessary tree removal, requiring tree replacement and prohibiting indiscriminate cutting or clearing of trees. Council discussed all aspects of the proposed Tree Ordinance and decided the City should have a workshop giving the residents an opportunity to voice their concerns and opinions.

No action was taken for approving the motion approving the City of Hilshire Village Ordinance Number 745 replacing Article No. 7.700 in its entirety from Chapter 7 Offences and Nuisance of the Code of Ordinances and deleting Article 3.700, Tree Protection of Chapter 3, Building and Construction in its entirety

8. DISCUSSION:

8.1 Status of the Clean-up of the Commercial Area and

8.2 Review of Pine Creek Lane Expenditures and Future Projects

Mayor Herron stated that the clean-up has started behind the commercial buildings. The 8373 Group on Westview is working on their clean-up plan, the Sound Company at 8375 Westview has stated they will clean their area and the Finial Group at 8381 Westview has cleaned their area as well. He also stated the Houston Korean Seventh Day Adventist Church would have a meeting on Thursday, June 22, 2017 at 3:30 P.M. with the City regarding the fence and their clean-up. Mayor Herron stated the demo is done on the easement area of Pine Creek Lane. He stated Council Member Gordy got facts together on the City's expenditures for Pine Creek Lane. So far \$18,000 plus has been spent in legal surveys and engineering related to the clean-up of the area, the fence, road closure and right-of-way issues plus the funds that were spent for the rehabilitation of the sewer, water lines and the pavement. The City is also working on a possible gate going in at the end of Pine Creek Lane. Council Member Gunn asked what the City was hoping for Pine Creek to look like visually. Mayor Herron stated for all of the commercial area to build an 8 feet. fence at the back of their buildings. He stated the first residence and the other owners of the commercial buildings except for the Houston Korean Seventh Day Adventist Church agreed on building a fence. The City will be discussing the replacement of the fence with the Korean Church at the scheduled meeting. Mayor Pro Tem Maddock stated that 2/3 of the City's Capital Expenditures for the past three (3) years have been spent on Pine Creek Lane.

Jim Harbison, 11 Pine Creek Lane, stated the City has spent a lot of time talking about trees and then took down three (3) on Pine Creek Lane. The new Tree Ordinance talks about preserving the trees and he does not understand why this was done. He thought what the City did should be a crime. Mayor Herron said that there was a Town Hall Meeting where the residents told the Mayor that everything needed to be cleaned out. He understands that the fence looks horrible but it will be a process to get everything accomplished. Discussion was had on the procedures that led up to the area being cleaned.

Amir Mohsenin, 13 Pine Creek Lane, said the residents wanted a clean slate so that they could see what needed to be done, but that they did not want the trees removed. He hopes that in the future the trees will be replaced by the City. Mr. Mohsenin stated that he now realizes the road should be open. Mayor Herron said that discussion would be brought back to Council later.

Mayor Herron said that there has been comments made that the City did not try to put Pine Creek Lane through to Westview. This statement is incorrect. The City tried to negotiate with Mr. Stearns, the owner of the private road, to have the property turned over to the City or for the City to purchase the property. Council Member Gunn stated he had also talked to Mr. Stearns and an agreement could not be made. It would have been an ideal situation but unfortunately, it did not happen.

8.3 Sign Ordinance – Mayor Herron stated that the Zoning Committee has prepared and given Council and the City Attorney a draft copy. He said that City Administrator Blevins had reviewed it and her concerns had been addressed. Council Member Gordy thought it was a very good ordinance but he felt that there needed to be a provision for temporary safety signage.

8.4 Current Priorities for Planning and Zoning. Mayor Herron said the Tree and Sign Ordinance are in the pipeline. Fence, trash and pods have also been looked at and are in progress. Parking pads, accessory buildings, pets and enforcement of ordinances still need to be looked at.

8.5 Update on City of Houston left turn lane work on Wirt Road. Mayor Herron stated Council Member Stardig's office had contacted him and they now agree that the left turn lane at Bobbitt Lane is a priority.

Mayor Herron stated the Police Department has provided the City with the price of a Traffic Recording Sign like the one they temporarily placed in the City to provide traffic data. He wanted to know if Council was interested in purchasing one and having the Police Department maintain. Mayor Pro Tem Maddock wanted to know if it would actually do any good. Council Member Gordy wanted to know if the City could continue to borrow Spring Valley's sign. He was also concerned with the placement. Mayor Herron said that the residents keep commenting that people are speeding through the Village. City Attorney Mickelson stated this needs to be placed on the Agenda after information is gathered. Council Member Byrne stated there were other options available.

The City Attorney was excused at this time.

9. ACTION ITEMS: Con't

9.1 CLOSED EXECUTIVE SESSION: None

10. REPORTS TO COUNCIL: Con't

10.1 City Administrator: Information in Council's Packet

10.2 Building: Information in Council's Packet

10.3 Treasurer: Information in Council's Packet

11. CONSENT AGENDA:

11.1 Council Member Byrne made a motion to approve the Consent Agenda as presented including the disbursements presented to Council, the Minutes from the Special Council Meeting of June 6, 2017, the Minutes from the Work Shop and Special Council Meeting May 22, 2017, approving the Minutes from the Regular Council Meeting May 16, 2017, approving the Minutes from the Work Shop for Pine Creek Lane May 9,

2017, and approving the Minutes from the Special Council Meeting May 5, 2017, seconded by Council Member Gordy. **A vote was taken to approve the motion approving the Consent Agenda as presented including the disbursements presented to Council and the Minutes from the Special Council Meeting of June 6, 2017, the Minutes from the Work Shop and Special Council Meeting May 22, 2017, approving the Minutes from the Regular Council Meeting May 16, 2017, approving the Minutes from the Work Shop for Pine Creek Lane May 9, 2017, and approving the Minutes from the Special Council Meeting May 5, 2017. The vote passed unanimously.**

12. REPORTS FROM COUNCIL: None

13. Mayor Herron: None

14. ADDITIONAL COUNCIL COMMENTS: None

15. FUTURE AGENDA TOPICS: Code Enforcement is at the top of the list.

16. ANNOUNCEMENTS: Village Independence Festival is July 4th this year.

17. ADJOURNMENT: Mayor Pro Tem Maddock made a motion to adjourn the meeting, seconded by Council Member Byrne. **A vote was taken to approve the motion to adjourn the meeting. The vote passed unanimously. The meeting was adjourned at 8:44 P. M.**

Russell Herron, Mayor

ATTEST:

Susan Blevins, City Secretary