

TUESDAY, NOVEMBER 20, 2018
PUBLIC HEARING AND REGULAR COUNCIL MEETING
6:30 P.M.

REGULAR COUNCIL MEETING

1. CALL TO ORDER THE REGULAR COUNCIL MEETING: Mayor Pro Tem Maddock called the City of Hilshire Village Regular Council Meeting to order at 6:30 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Mayor Pro Tem Maddock

1.2 Pledge of Allegiance:

1.3 Present: Mayor Pro Tem Paul Maddock and Council Members Mike Gordy, Robert Swanson and David Gunn. Also, present were Spring Valley Police Captain Schulze, City Attorney Scott Bounds, Engineer Efrain Him, P.E., HDR, Inc., Fire Commissioner Robert Byrne and City Administrator Susan Blevins. Mayor Russell Herron was absent.

2. CITIZEN'S COMMENTS:

Celeste Williams, 8311 Creekstone, presented a possible land surveying pin which was disturbed on her property during recent ditch excavation. She is asking for the City to install a replacement marker via a professional surveyor.

Bill Bristow, 1233 Pine Chase Drive, stated there was debris in the culvert and ravine at 1209 Pine Chase Drive preventing proper drainage.

3. REPORTS TO COUNCIL:

3.1 Police Report: Captain Schulze stated that in the month of October there were a total of 78 calls for service and 15 traffic citations were issued. He said on the night of October 16th there were motor vehicle burglaries on the 1300 block of Ridgeley and 1200 block of Archley. The suspects were apprehended and prosecuted in juvenile court. He said on October 30th in the 1300 block of Wirt there was a burglary of a motor vehicle.

3.2 Engineers Report: Engineer Him said the **Archley Drive Reconstruction Project** will start with the sanitary sewer work in order to minimize impact on residents during the holiday season. The project is estimated to last six (6) months with the more extensive work to begin after the first of next year.

He said the **Pine Creek Lane** gate is being fabricated and is scheduled to be installed by the end of this year.

Engineer Him stated the first two (2) rounds of **Ditch Grading** was completed. He stated additional addresses requested after the initial group will be scheduled at a later date.

Engineer Him said the City, Lloyd Gosselink and Olson & Olson were working on responses to **TCEQ** for the denied plan to avoid treating the water with additional chemicals. He is also looking into filtration system options at individual addresses and at City Hall.

4. DISCUSSION AND ACTION ITEMS:

4.1 Council Member Swanson made a motion to authorize payment of HDR invoice for Engineering Services provided to the City for the Archley, Friarcreek and Burkhart Reconstruction Project, Invoice # 12, in the amount of \$6,485.43, seconded by Council Member Gordy.

A vote was taken to approve the motion authorizing payment of HDR invoice for Engineering Services provided to the City for the Archley, Friarcreek and Burkhart Reconstruction Project, Invoice # 12, in the amount of \$6,485.43. The vote passed unanimously.

City Engineer was excused.

5. REPORTS TO COUNCIL:

5.1 Fire Commissioner Report: Fire Commissioner Byrne said in the year-to-date totals ending in October there were twenty-one (21) calls for fire and thirty-three (33) calls for EMS.

Commissioner Byrne said the new roof for the Fire Station is nearing completion. He stated the commission is almost ready to hire a program manager to head the new construction. The addition to the Fire Station is estimated to complete in the third quarter of 2020.

6. PUBLIC HEARING:

Council Member Swanson made a motion to recess the Regular Council Session and open the Public Hearing, seconded by Council Member Gordy.

A vote was taken to approve the motion to recess the Regular Council Session and open the Public Hearing. The vote passed unanimously.

6.1 Mayor Pro Tem Maddock called to order the Public Hearing at 7:03 PM.

Mayor Pro Tem Maddock stated the Public Hearing was to hear testimony from the citizens regarding revising the Zoning Ordinance, Chapter 12, Exhibit "A" to create permitted use for R-2, R-3 and R-4 to be the same as existing R-1, Create regulations and limitations for R-3 and R-4 as if the use were situated in District R-1 except for swimming pool setback for R-3 to be the same setback as building in R-3 and to revise section 11.02.01 maximum height regarding second floor setbacks.

Kathleen Stafford, Zoning Committee Chair, stated the interpretation of the Zoning Committee regarding the 3:5 building height ratio for rear lots adjoining to side lots was for detached garages and other structures, not the main house. The zoning committee is reviewing this ordinance but is not ready to present to council at this time. Committee Chair Stafford explained that when the City established new districts the ordinances were not written to include the established regulations of District R-1. This ordinance is to correct that for R-3 and R-4 Residential Districts.

Council Member Gunn made a motion to adjourn the Public Hearing, seconded by Council Member Swanson. **A vote was taken to approve the motion adjourning the Public Hearing. The vote passed unanimously. The time was 7:15 P.M.**

Mayor Pro Tem Maddock reconvened the Regular Council Meeting at 7:16 P.M.

7. DISCUSSION AND POSSIBLE ACTION ITEMS:

7.1 Council Member Gunn made a motion to consider and possibly take action regarding a request from the Village Fire Department Commission to approve an increase to the Professional Services budget line item for their budget year 2018 by \$50,000 with Hilshire Village's portion being \$1,500.00 (3%) coming out of Hilshire Village's FYE 2019 Budget, seconded by Council Member Swanson.

Fire Commissioner Byrne explained the expenditure is for legal representation costs which have been above average due to the City of Bunker Hill's possible departure from the Interlocal Agreement.

A vote was taken to approve the motion approving a request from the Village Fire Department Commission to approving an increase to the

Professional Services budget line item for their budget year 2018 by \$50,000 with Hilshire Village's portion being \$1,500.00 (3%) coming out of Hilshire Village's FYE 2019 Budget. The vote passed unanimously.

7.2 Council Member Gordy made a motion to approve the City of Hilshire Village Ordinance Number 771 amending Chapter 7 by amending Article 8.000, prohibiting short term rental and establishing a penalty provisions, seconded by Council Member Swanson.

City Administrator Blevins explained that this is coming forward due to concerns received that a house within the City had been staged to be rented as a furnished short-term housing unit.

A vote was taken to approve the motion approving the City of Hilshire Village Ordinance Number 771 amending Chapter 7 by adding Article 8.000, prohibiting short term rental and establishing a penalty provision. The vote passed unanimously.

7.3 Council Member Swanson made a motion to approve the City of Hilshire Village Ordinance Number 772 amending Article 10.30 of Chapter 10 regulating trucks, the parking of vehicles on streets and establishing penalty provisions, seconded by Council Member Gordy.

City Administrator Blevins said the City received an email from resident Mr. Harbison which detailed concerns about the ordinance.

Bill Bristow, 1233 Pine Chase Drive, stated the curves on Ridgeley Drive and Pine Chase Drive should be added to the list of locations for no parking zones. He also said the language of the City administrator being "authorized" should be changed to say "shall".

Richard Raines, 9 Pine Creek Lane, said he believed this ordinance should be approved because he didn't hear a reason not to. City Administrator Blevins then gave Mr. Raines a printed copy of the email from Mr. Harbison detailing the issues that would arise for Pine Creek Lane if the ordinance is approved as is.

Council Member Swanson made a motion to table his original motion to approve the City of Hilshire Village Ordinance Number 772 amending Article 10.30 of Chapter 10 regulating trucks, the parking of vehicles on streets and establishing penalty provisions, seconded by Council Member Gordy.

A vote was taken to table the motion to approve the City of Hilshire Village Ordinance Number 772 amending Article 10.30 of Chapter 10 regulating

trucks, the parking of vehicles on streets and establishing penalty provisions. The vote passed unanimously.

7.4 Council Member Swanson made a motion to approve the City of Hilshire Village Ordinance Number 773 amending Chapter 12, seconded by Council Member Gordy.

During the Public Hearing it was decided to table Ordinance Number 773.

Council Member Swanson made a motion to table the motion approving the City of Hilshire Village Ordinance Number 773 amending Chapter 12, seconded by Council member Gordy.

A vote was taken to table the motion approving the City of Hilshire Village Ordinance Number 773 amending Chapter 12. The vote passed unanimously.

8. ACTION ITEMS: Con't

8.1 CLOSED EXECUTIVE SESSION: NONE

City Attorney was excused.

9. REPORTS TO COUNCIL: Con't

9.1 City Administrator: City Administrator Blevins stated that the TCEQ water quality lab testing will begin after Thanksgiving. Twenty-one (21) houses will have a sample bottle delivered for water sample collection which she will then collect on the following morning for shipment to the lab.

It was recognized that Cassie Stephens celebrated her one (1) year anniversary with the City this week.

9.2 Building: Report is in Council's packet

Administrator Blevins said the Dentist Office is supposed to strip the paint from the building, they have not done so yet but have a deadline from the City of December 5th, 2018.

Administrator Blevins said the Memorial Villages recycling event was very successful.

Administrator Blevins stated she had talked with other building officials and City Administrators regarding inspection services. She said she received

recommendations for BBG Consulting and met with the company's President Kevin Taylor to discuss services offered as well as pricing structures. The City is considering current and alternate building official and inspection services to find what best fits the City's needs.

9.3 Treasurer: Preliminary Financials and the Quarterly Investment Report were included in the Consent Agenda. City Administrator Blevins stated that she and the Mayor had met with Amegy Bank and transferred funds into a CDARS Account for the General Fund and Capital Improvements.

10. CONSENT AGENDA:

10.1 Council Member Swanson made a motion to approve the Consent Agenda as presented, consisting of the disbursements presented to Council and the Minutes from the October 16, 2018, Regular Council Meeting, the Village Mutual Insurance Group's recommended insurance carriers for plan year 2019, the City of Hilshire Village Preliminary October 2018 Financials and Check Registers and the City of Hilshire Village 2018 4th Quarter Investment Report, seconded by Mayor Pro Tem Maddock.

A vote was taken to approve the motion approving the Consent Agenda as presented, consisting of the disbursements presented to Council and the Minutes from the October 16, 2018, Regular Council Meeting, the Village Mutual Insurance Group's recommended insurance carriers for plan year 2019, the City of Hilshire Village Preliminary October 2018 Financials and Check Registers and the City of Hilshire Village 2018 4th Quarter Investment Report. The vote passed unanimously.

11. REPORTS FROM COUNCIL: NONE

12. ADDITIONAL COUNCIL COMMENTS: NONE

13. FUTURE AGENDA TOPICS: City Administrator Blevins stated that she had been looking into an ordinance limiting items left in front yards that are visibly unpleasing.

14. ANNOUNCEMENTS: City Administrator Blevins stated the city office would be closed November 22nd and 23rd in observance of Thanksgiving and that an email had been sent out to contractors reminding them that no work could be done during this time.

15. ADJOURNMENT: Council Member Gunn made a motion to adjourn the meeting, seconded by Council Member Gordy.

A vote was taken to approve the motion to adjourn the meeting. The vote passed unanimously.

The meeting was adjourned at 7:50 P.M.

Mayor Pro Tem Maddock

Mayor Russell Herron

ATTEST:

Susan Blevins, City Secretary