

TUESDAY, JULY 16 2019
REGULAR COUNCIL MEETING
6:30 P.M.

REGULAR COUNCIL MEETING

1. CALL TO ORDER 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 Maddock, Council Members Mike Gordy, Robert Byrne, and Robert Swanson. Also present were Spring Valley Police Captain Newman, Village Fire Chief David Foster, City Engineer Efrain Him, City Administrator Susan Blevins and Eagle Scouts Matthew Tomlinson and Vance Clark. Mayor Russell Herron, Council Member David Schwarz, and City Attorney Scott Bounds were absent.

2. CITIZEN'S COMMENTS:

Bill Bristow, 1233 Pine Chase Drive, said there was an attempted burglary at his house at a garage door, the police were notified and took a report. He also said he is concerned about the drainage ravine at 1209 Pine Chase Drive as he doesn't feel it will adequately drain rainwater.

Mr. Bristow said that he had noticed unkept yards, construction teams working outside of approved construction hours and messy job sites, but he did not report these to the city office.

Cheryl Wolfe, 1314 Pine Chase Drive, said a fire was built to burn yard debris in the front yard of one of her neighbors on Pine Chase Grove and the current ordinances are neither detailed nor restrictive enough to prevent dangerous fires and fire pits from being created.

3. REPORTS TO COUNCIL:

3.1 Police Report: Captain Newman said in the month of June there were 78 calls for service and 20 traffic violations were written. He said officers responded to the reported yard debris burning and determined that the property owner was not violating city ordinances. Captain Newman has since checked on the address and found a lawn maintenance company working to clean up the yard.

Captain Newman stated that if contractors are working when they are not supposed to then citizens should call the Police Department and officers will respond to address the issue.

Captain Newman said the south curve of Ridgeley is being monitored for illegally parked cars but without a clearly visible marker indicating to drivers that it is a no parking zone it can be difficult to prove to the vehicle's driver that they cannot park there.

TUESDAY, JULY 16 2019
REGULAR COUNCIL MEETING
6:30 P.M.

Captain Newman reminded Council that now that it is summer time there are more young people walking around and citizens need to secure their belongings. He shared that in Spring Valley there was a group of kids who were checking vehicle door handles for opportunistic burglaries.

3.2 Building Official's Report: Mayor Pro Tem Maddock said the report from the Building Official includes comments and actions regarding overgrown grass and messy job sites, so these things are being monitored and addressed. Administrator Blevins said that the Building Official has issued red tags and will continue to do so as needed.

3.3 Engineers Report: City Engineer Him said the **Archley Drive Reconstruction Project** is nearing completion and there is a substantial completion inspection scheduled for tomorrow.

Engineer Him discussed challenges with the replacements of the driveways in the **Hickory Shadows Subdivision**. Multiple homeowners are asking for reimbursements to employ their own contractor to replace their driveway apron. Engineer Him said because of the way the job was bid the removal and replacement of the concrete was combined as one cost so currently there is not an established reimbursement amount. He said Hickory Shadows Subdivision is on the upcoming project list and the driveway aprons will again need to be removed in order to match the elevation of the new pavement. He stated an option is to patch the areas that were disturbed during the sewer line rehabilitation work and then replace the entire apron on a later infrastructure project.

Engineer Him said the **GIS Maps** have been updated with the storm sewer lines and shared with Texas 811.

Council Member Swanson asked for an update on the rip-rap work at **1213 Archley Drive** that was the subject of the June 26th Special Council Meeting. Engineer Him said the contractor went back to the site and re-arranged some of the rubble to create a better flow. He stated a two (2) foot wide pilot channel can be installed and he is requesting a proposal from the contractor on the cost of that work, however, he doesn't think the City will like the look of a strip of concrete in the ditch.

4. DISCUSSION AND POSSIBLE ACTION

4.1 Council Member Byrne made a motion to authorize payment to TLC Trucking & Contracting, Inc. invoice for Construction Services provided to the City for the Archley, Friarcreek and Burkhart Road Reconstruction Project, Invoice # 7 in the amount of \$140,456.53, seconded by Council Member Swanson.

Council Member Gordy asked if the 5% retainage will still be in place after this payment, Engineer Him answered "yes, because the retainage is based on the amount spent".

A vote was taken to approve the motion authorizing payment to TLC Trucking & Contracting, Inc. invoice for Construction Services provided to the City for the Archley,

**TUESDAY, JULY 16 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

Friarcreek and Burkhart Road Reconstruction Project, Invoice # 7 in the amount of \$140,456.53. The vote passed unanimously.

5. DISCUSSION:

5.1 Council discussed possible changes to Residential District Zoning Ordinances related to permeability and lot coverage. Comments included; a full lot permeability calculation instead of separating the area behind the building line from the area in front of the building line, the risk of increased flooding, and neighborhood aesthetics.

The City Engineer was excused

6. DISCUSSION AND POSSIBLE ACTION

6.1 Council Member Byrne made a motion to approve the City of Hilshire Village Resolution No. 2019-183 approving a request from the Village Fire Department Commission to approve the Village Fire Department's 2018 Intra-Budgetary Transfers and the 2018 Audit, seconded by Council Member Swanson.

A vote was taken to approve the motion approving the City of Hilshire Village Resolution No. 2019-183 approving a request from the Village Fire Department Commission to approve the Village Fire Department's 2018 Intra-Budgetary Transfers and the 2018 Audit. The vote passed unanimously.

6.2 Council Member Byrne made a motion to approve the City of Hilshire Village Resolution No. 2019-184 approving a request from the Village Fire Department Commission to utilize surplus from the 2018 Budget in an amount of \$130,829 to which \$60,829 is to be placed in Facility Fund 4 and \$70,000.00 to be retained in the 2019 Budget as an amendment, seconded by Council Member Swanson.

A vote was taken to approve the motion approving the City of Hilshire Village Resolution No. 2019-184 approving a request from the Village Fire Department Commission to utilize surplus from the 2018 Budget in an amount of \$130,829 to which \$60,829 is to be placed in Facility Fund 4 and \$70,000.00 to be retained in the 2019 Budget as an amendment. The vote passed unanimously.

6.3 Council Member Byrne made a motion to approve the City of Hilshire Village Resolution No. 2019-185 approving a request from the Village Fire Department Commission to approve a 2019 budget amendment to purchase a new dispatch and records management software not to exceed \$70,000, seconded by Council Member Swanson.

A vote was taken to approve the motion approving the City of Hilshire Village Resolution No. 2019-185 approving a request from the Village Fire Department Commission to approve a 2019 budget amendment to purchase a new dispatch and records management software not to exceed \$70,000. The vote passed unanimously.

TUESDAY, JULY 16 2019
REGULAR COUNCIL MEETING
6:30 P.M.

6.4 Council Member Byrne made a motion to approve the City of Hilshire Village Resolution No. 2019-186 approving the request from the Village Fire Department Commission to approve the Proposed 2020 Village Fire Department Budget consisting of three (3) funds, the General Budget, the Capital Replacement Fund and the Facility Fund in the amount of \$6,525,470.00 with Hilshire Village's 2020 Annual Assessment being \$195,764.10 (3%), seconded by Council Member Swanson.

A vote was taken to approve the motion approving the City of Hilshire Village Resolution No. 2019-186 approving the request from the Village Fire Department Commission to approve the Proposed 2020 Village Fire Department Budget consisting of three (3) funds, the General Budget, the Capital Replacement Fund and the Facility Fund in the amount of \$6,525,470.00 with Hilshire Village's 2020 Annual Assessment being \$195,764.10 (3%). The vote passed unanimously.

7. CLOSED EXECUTIVE SESSION: None

8. REPORTS TO COUNCIL: (Con't)

8.1 Fire Commissioner's Report: Council Member and Commissioner Byrne said there was only one (1) call for fire service last month and ten (10) calls for EMS. He stated that the commission received potential floor plans for the fire department renovation and upcoming items on temporary housing and construction laydown areas.

Commissioner Byrne said a contract was being finalized between the Village Fire Department and the City of Bunker Hill for future service. He stated after the contract an Interlocal Agreement will be in place to reinstate the City of Bunker Hill into the coalition as a voting member.

8.2 City Administrator's Report: Administrator Blevins said that progress was being made on the outdoor storage shed behind **8383 Westview Drive**, plans have been submitted for a new building. She stated a correction will be made on the June 26th Special Council Meeting Minutes; the meeting was actually held in front of 1213 Archley Drive.

8.3 Building Report: Report was in council's packet, there were no questions.

8.4 Treasurer's Report: City Administrator Blevins stated that she included the check registers but the financials were not complete because she did not have all the bank statements prior to her vacation.

9: CONSENT AGENDA:

Council Member Swanson made a motion to approve the Consent Agenda as presented, consisting of the disbursements presented to Council and the City of Hilshire Village Preliminary June 2019 Check Registers, Minutes from the Regular Council Meeting, June 18, 2019 and Minutes from the Special Council Meeting, June 26, 2019, seconded by Council Member Gordy.

**TUESDAY, JULY 16 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

A vote was taken to approve the motion approving the Consent Agenda as presented, consisting of the disbursements presented to Council and the City of Hilshire Village Preliminary June 2019 Check Registers, Minutes from the Regular Council Meeting, June 18, 2019 and Minutes from the Special Council Meeting, June 26, 2019. The vote passed unanimously.

10. REPORTS FROM COUNCIL: Mayor Pro Tem Maddock said he continues to witness dangerous traffic situations at the south curve of Ridgeley Drive and he would like Council to consider prohibiting parking on both sides of the road.

11. ADDITIONAL COUNCIL COMMENTS: Council Member Byrne said he is working with the Village Fire Department to ensure that our ordinances provide sufficient language and guidance to handle residential contained fires.

12. FUTURE AGENDA TOPICS:

13. ANNOUNCEMENTS:

14. ADJOURNMENT: Council Member Byrne made a motion to adjourn the meeting, seconded by Council Member Swanson.

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 Paul Maddock

ATTEST:

Susan Blevins, City Secretary