

TUESDAY, February 18, 2020
PUBLIC HEARING AND REGULAR COUNCIL MEETING
6:30 P.M.

REGULAR COUNCIL MEETING

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

1.1 **Invocation** was given by Council Member Schwarz.

1.2 **Pledge of Allegiance**

1.3 **Present** were Mayor Herron, Council Member Gordy, Council Member Byrne, Council Member Swanson, Mayor Pro Tem Maddock and Council Member Schwarz. Also present were City Administrator Blevins, City Attorney Bounds, City Engineer Him and Spring Valley Captain Newman.

2. **CITIZEN'S COMMENTS:** None

3. **REPORTS TO COUNCIL:**

3.1 **Police Report:** Captain Newman said there were 109 calls for service and six (6) traffic citations issued in the month of February. He stated that Spring Valley is working on a new Solicitation Ordinance and ask that Hilshire Village consider adopting it as well.

Reminder to keep valuables locked and out of sight as schools starting to let out for Spring Break.

Captain Newman said Harris County has experienced an increase in burglary of motor vehicles cases, due to a Catch and Release Policy causing repeat offenders to be ticketed instead of arrested.

Administrator Blevins stated that the new parking permit forms and violations stickers are a work in progress.

Engineers Report: Engineer Him said that he has requested a proposal for a survey; which needs to be done prior to improvements being made to the Right-of-Way in the Pine Chase Grove cul-de-sac.

Mayor Herron said there were other fire hydrants in front yards and continuous flushing might cause erosion there as well as Pine Chase Grove.

Engineer Him stated that Conrad Construction is to provide adapters for the fire hydrants they installed per the contract. He also said that the Village Fire Department should inspect all of the City's hydrants to make sure they are compatible with the equipment on the trucks. Council Member and Fire Commissioner Byrne said he already spoke with the Fire Chief and will follow up with him.

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Engineer Him said the MS4 is still being reviewed by TCEQ but was able to confirm that 2019 still needs to be reported. He wanted to make sure the City wanted him to handle the addendum to the report that is due on March 31st. Council said “yes”.

4. DISCUSSION AND POSSIBLE ACTION:

4.1 Mayor Pro Tem Maddock made a motion to discuss and possibly authorize TLC Trucking to make improvements to the drainage at 1237 and 1241 Archley Drive in the amount not to exceed \$4,275.00, seconded by Council Member Swanson.

Engineer Him said residents at 1237 Archley Drive raised a concern that water is pooling in the driveway since the Archley Drive Reconstruction Project. He said initially the homeowner did not want their driveway removed so an attempt was made to accommodate and the contractors weren't able to make the intended changes to the area. He also said that this quote includes sales tax which will be corrected with the contractor as the City is exempt.

A vote was taken to approve the motion authorizing TLC Trucking to make improvements to the drainage at 1237 and 1241 Archley Drive in the amount not to exceed \$4,275.00. The vote was unanimous.

4.2 City Engineer Him said he inspected the rip rap work and the bank at the 1213 Archley Drive ravine outfall and did not find any significant changes to the embankment. Council Member Swanson asked if the top of the bank was eroding, Engineer Him responded “no”. Mayor Herron said nature will weather the rocks and they won't be as bright white. Engineer Him said the area will continue to be monitored. **No motion was made regarding the disposition of the rip rap work and the slope of the bank at 1213 Archley Drive.**

4.3 Council Member Byrne made a motion to discuss and possibly take action on Ordinance Number 795-2020 adopting changes to Section 4.623 Permitted Driveway and Pedestrian Access within Public Rights-of-Ways, seconded by Mayor Pro Tem Maddock.

Council Member Schwarz said suggested changes are to increase the turning radius widths to allow more room for driveway egress and maneuverability, specifically circular driveways. He stated that circular driveways are narrow and difficult for delivery drivers to get in and out of. Council Member Schwarz said he wants to promote the use of driveways instead of parking on the street.

Engineer Him stated that there is a requirement for open space between the two access points on a circular driveway. He said that in previous discussions with Council it was stated that maintaining aesthetics and preventing excess of concrete at the front of the property was a priority. Engineer Him said he would approve of eliminating the exclusion of circular driveways from having a turning radius.

Council Member Byrne requested diagrams on how these changes would affect

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the City.

Council Member Gordy said he wants to review the culvert specs because of the deep ravines.

Council Member Byrne amended his original motion to table the discussion until further analysis of the proposed changes including visual aids, seconded by Mayor Pro Tem Maddock.

A vote was taken to table the original motion to discuss and possibly take action on Ordinance Number 795-2020 adopting changes to Section 4.623 Permitted Driveway and Pedestrian Access within Public Rights-of-Ways. The vote passed unanimously.

Mayor Herron recessed the Regular Council Session and called to order the Public Hearing at 7:09 P.M.

- 5. PUBLIC HEARING:** Mayor Pro Tem Maddock made a motion to accept the draft of the Accessory Building Provisions as presented by the Planning and Zoning Committee and to allow for the scheduling of the second Public Hearing regarding the same, seconded by Council Member Swanson.

Bill Bristow, 1233 Pine Chase Drive, said item 11.01 Minimum Lot Area requires a lot size larger than what his property is and asked the City to include language in this section regarding existing lots that do not meet the requirement. City Attorney Bounds said his lot is considered a non-conforming lot and is covered under other provisions of ordinance, there is no need for special language.

Mr. Bristow also asked for a definition of “grandfather status” and how it pertains to this and future ordinances. City Attorney Bounds explained that “grandfathering” is a common term to represent an existing condition to which a new law or rule would deem in violation or illegal but is allowed to remain in its original state as an exemption.

Mr. Bristow stated there is a property at 1209 Pine Chase that does not comply with item 11.01.07 Area Drainage.

Mayor Herron stated the changes in this ordinance focuses on the size and location allowances for accessory buildings, garages and porte-cocheres.

A vote was taken to accept the draft of the Accessory Building Provisions as presented by the Planning and Zoning Committee and to allow for the scheduling of the second Public Hearing regarding the same. The vote passed unanimously.

Mayor Herron adjourned the Public Hearing and reconvened the Regular Council Session at 7:18 P.M.

6. DISCUSSION AND POSSIBLE ACTION:

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6.1 Planning and Zoning Committee Chair Stafford said the Committee focused on creating parameters for carports as there currently aren't any. The current ordinance requires a garage for each residential building but accessory buildings are not well defined.

Deputy Building Official DuVall said some definitions in the ordinance need clarity and he commented that it should be kept in mind that there is currently an allowance for a roof overhang to extend 24 inches beyond the building per current ordinance.

6.2 Mayor Pro Tem Maddock made a motion to discuss and possibly give direction on the future planning of the recently re-platted residential lots at the North end of Glourie, seconded by Council Member Byrne.

Council Member Schwarz asked how the development of the lots benefit the City as opposed to a green space. He suggested asking citizens to collectively buy the property. He said the location of the Hickory Shadows Park requires patrons to drive to it and he would prefer the ability to walk and stay within the City's local streets.

Mayor Pro Tem Maddock said there is no maintenance money available for the City to take over the property. He pointed out that budget issues are delaying other important infrastructure projects.

Planning and Zoning Committee Chair Stafford said the location of the Hickory Shadows Park requires her to drive to it but having another park at the North end of Glourie would not benefit her as she does not live on that side of the City and has young grandchildren who would not be able to walk that distance.

Bill Bristow, 1233 Pine Chase Drive, asked if any of the trees in the right-of-way would be allowed to be cut down for development.

Mayor Pro Tem Maddock made a motion to table his original motion to discuss and possibly give direction on the future planning of the recently re-platted residential lots at the North end of Glourie, seconded by Council Member Byrne.

A vote was taken to table the original motion to discuss and possibly give direction on the future planning of the recently re-platted residential lots at the North end of Glourie. The vote passed unanimously.

7. CLOSED EXECUTIVE SESSION: None

8. DISCUSSION:

9. REPORTS TO COUNCIL: (Con't)

9.1 Fire Commissioner's Report: Commissioner Byrne stated that there were only two (2) calls for fire services last month in Hilshire Village. He reported that 30% of the homes that the Village Fire Department service have a sprinkler system installed. Commissioner Byrne said that the Station Rebuild Project will be bid

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later this month.

9.2 City Administrator's Report: Administrator Blevins explained that the infrastructure project related items on the complaint log have been moved to a separate list for easier tracking.

She also said that there are illegal parking pads being constructed outside of specifications. Administrator Blevins provided the current requirements for a parking pad to Council and asked that they be reviewed. She said the specifications were intended to allow vehicles to park with two wheels of the street it was not actually attended for a place for vehicles to permanently park.

Administrator Blevins said a resident has complained about the flags and reflectors that have been placed in the right-of-way blocking vehicles from parking on the street properly, especially around heavy construction areas. She said it is part of the requirements of neighboring contractors to restore any damaged areas due to parking or construction. Mayor Herron said the ordinance is clear regarding items placed in the right-of-way, including political signs. Council Member Byrne suggested property owners be able to obtain a temporary permit to allow stakes to be placed for a certain period of time for the purpose of allowing newly planted grass to establish roots.

9.3 Treasurer's Report: City Administrator Blevins said that the City has completed submission of documents to the auditor and will likely be able to present the findings at the next meeting.

9.4 Building Official Report: No outstanding issues to report.

10. CONSENT AGENDA: Mayor Pro Tem Maddock made a motion to approve the Consent Agenda including Disbursements, Minutes from the Regular Council Meeting of January 21, 2020, Check Register for January, 2020 and Quarterly Investment Fund Report for 1st Quarter 2020, seconded by Council Member Byrne.

A vote was taken to approve the motion approving the Consent Agenda including Disbursements, Minutes from the Regular Council Meeting of January 21, 2020, Check Register for January, 2020 and Quarterly Investment Fund Report for 1st Quarter 2020.

11. REPORTS FROM COUNCIL: None

12. ADDITIONAL COUNCIL COMMENTS: Council Member Byrne said he attended the annual Olson & Olson Seminar and learned about cyber security, aid for expenses for maintenance on the lift station, and human resource topics.

Mayor Herron said he has been communicating with officials in the Spring Branch District regarding the potential for a sidewalk on the East side of Wirt Road. Administrator Blevins added that she has reached out to the current County Commissioner for advice as well.

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13. **FUTURE AGENDA TOPICS:** None

14. **ANNOUNCEMENTS:** Administrator Blevins said that the City will cancel the election as there were no contested positions.

15. **ADJOURNMENT:** Mayor Pro Tem Maddock made a motion to adjourn the meeting, seconded by Council Member Schwarz.

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

The meeting was adjourned at 8:11 P.M.

Mayor Herron

ATTEST:

Susan Blevins, City Secretary