

CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF CITY COUNCIL WORKSHOP  
JUNE 10, 2008

The City Council of the City of Hunters Creek Village, Texas held a workshop on Tuesday, June 10, 2008, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

Present:	Mayor	Bob Dodson (arriving at 1:03 p.m.)
	Mayor Pro Tem	Roger Stark
	Council Members:	Steve Reichel
		Peggy Burck
		Ed Neuhaus
		David Wegner
	City Secretary:	Deborah Loesch
	City Attorney:	John Hightower

With a quorum of the Council Members present, Mayor Pro Tem Roger Stark called the work shop to order at 12:00 p.m. Also in attendance was Charles Eastland, City Engineer.

WORK SHOP. A work shop session was held to discuss the following items that will be considered at the regular meeting on June 17, 2008 or any future meetings. The following items are for discussion purposes only and no formal action will be taken.

1. Discussion regarding the assignment of the solid waste and recycling collection services contract to Royal Disposal. (*Mayor Dodson*)

Mayor Dodson updated the Council that negotiations were continuing with Royal for a new contract. Royal has requested to change the collection days to do 1/2 of the city on Monday and Thursday and the other 1/2 on Tuesday and Friday, which will be 4 collection days a week.

2. Discussion to consider establishing a standard for the placement of garbage cans and receptacles for pick up. (*Mayor Dodson*)

Mayor Dodson explained that the problems and situations the contractor has experienced in trying to collect trash at the back door. Locked gates and fences pose the biggest problem for collecting trash. Mayor Dodson indicated that some type of standards should be adopted regarding the placement of the cans, receptacles so they can be in plain view for pickup. Council will consider at the meeting whether to forward this to the Planning & Zoning Commission for review and recommendations.

3. Review of the draft of the annual financial report for 2007. (*Mayor Dodson and D. Loesch*)

The report was reviewed and comments were made and will be discussed with the auditors at the regular meeting.

4. Review of a 2 year renewal letter for the depository agreement with Wells Fargo. *(Mayor Dodson and D. Loesch)*

The current banking agreement with Wells Fargo expires in September 2008. The bank has offered an extension of the current agreement with the same rates for an additional 2 years. Council advised that this should be placed on the Consent Agenda for the June 17 meeting.

5. Discussion of a proposed agreement for urban forester services. *(D. Loesch)*

The current urban forester, Brad Hendricks, has requested an increase in rate for his services to \$70/hour. Councilmember Burck suggested that was appropriate rate and an agreement should be prepared for approval under the form of agreement previously approved. Council advised that this should be placed on the Consent Agenda for the June 17 meeting.

6. Review of nominations for appointments to various boards, commissions, committees, and offices: *(D. Loesch)*

- a. Alternate Police Commissioner. Council agreed to leave Mr. Cokinos as the Alternate Police Commissioner, however, they were concerned with his attendance and suggested that if more than 2 meetings in a row were missed, and then there should be a reconsideration of the appointment.
- b. Finance Committee. Councilmember Wegner nominated Doug Abbott and Councilmember Reichek nominated Jim Trippon. This appointment was to replace the vacancy on the committee for the position Councilmember Reichek held before his election to the council.
- c. City Treasurer. Councilmember Reichek nominated Alan May.
- d. Zoning Board of Adjustment re-appointments. There were several positions with terms expiring at this time. Council requested that the City Secretary contact the Chairman, Mike Schoenberger, if he had any recommendations for continuation on the board or replacements. This will be reported at the June 17 meeting.

7. Discussion to review the effectiveness of the Memorial Examiner as the City's official newspaper. *(D. Loesch)*

Deborah Loesch, City Secretary, advised Council of the numerous complaints she has received from residents that they do not receive the Examiner in the neighborhood. She provided information to Council on the distribution in the area and the limited number of copies available for distribution over 6 different zip code areas. Several council members commented that they as well do not receive the paper on their street. Councilmember Burck stated that many of our citizens get their information from the Chronicle's on-line internet site. Also indicating that the on-line access for the Examiner was limited to get to the legal notices, etc. required. Council directed staff to prepare the appropriate documents to re-designate the Houston Chronicle as the City's official newspaper and place on the Consent Agenda for the June 17 meeting.

8. Discussion to authorize the purchase of new recording software. *(D. Loesch)*

Deborah Loesch, City Secretary, advised that the digital software current being used for recording meetings was a free download and had some major flaws in its recording functions. After reviewing several software solutions on the market, she recommended a software called SoniClear that is used by several other cities as well as the Village Fire Department. The cost for one license as required and the software would be \$495.00. Council advised to place on the Consent Agenda for the June 17 meeting authorization to approve purchase.

9. Discussion to consider a proposal to participate with the City of Piney Point Village in the financial and physical responsibility associated with the traffic signal light located at the intersection of Greenbay and Memorial Drive. *(D. Loesch)*

The City recently received an invoice from the City of Piney Point Village billing Hunters Creek Village for 50% of the cost for repairs of the traffic signal light at Memorial Drive and Greenbay. This light is on the boundary lines of both cities. Neither city has been able to retrieve any documentation of who is responsible for the traffic signal. Council agreed that the City should participate in the cost since it is a benefit to the City for the traffic signal to be located at that intersection. They agreed to consent to 50% participation but with conditions that Piney Point Village will be the responsible part for contacting the contractor for repairs, maintenance, etc. with then providing Hunters Creek with the proper invoice and works orders. As well there should be a maximum cost of repairs allowed before contacting Hunters Creek for approval of the work. Council directed staff to prepare a Letter of Understanding for approval for the Consent Agenda for the June 17 meeting.

10. Review of an ordinance amending Chapter 2, Article III of the Code of Ordinances regarding authority of the City Council to hire and discharge employees and the chain of command for managing city staff and consultants. *(carryover from 5/20/08 meeting)*

Council reviewed the final draft of the proposed ordinance and advised that the item should be placed on the Consent Agenda for the June 17 meeting.

11. Discussion to review a draft policy establishing procedures for handling correspondence of the Mayor and City Council. *(Councilmember Reichel – carryover from 5/20/08 meeting)*

Council reviewed a final draft of a policy for handling correspondence for the mayor and councilmembers. There were some suggested changes and then advised that the item be placed on the Consent Agenda for the June 17 meeting.

12. Discussion to consider authorization to redesign the intersection at Saddlewood and Memorial Drive. *(Councilmember Wegner)*

In response to numerous complaints of visibility problems since the new bridge was constructed, Councilmember Wegner requested that council consider a

reconfiguration of the intersection to alleviate the problem. While the intersection is being repositioned storm water extensions could be put in place so that when future drainage projects are done on Saddlewood, the intersection would not have to be torn up again. This reconfiguration would also include enough land available to put in a pocket park. Charles Eastland, City Engineer, presented a proposed pavement realignment drawing for discussion. Further discussion will continue at the June 17 meeting as council will be anticipating an agreement with the City Engineer for design services for the realignment. There was a discussion as to who is the responsible party for the oversight of this visibility problem.

13. Discussion of further amendments to the tree preservation ordinance. *(Councilmember Burck)*

Councilmember Burck advised that there were more discussions on-going and the committee is looking at requirements for replacing caliper for caliper or a combination thereof, permit fees, and others. More information will be provided at the June 17 meeting.

14. Discussion to consider upgrading the traffic light signal lamps to LED lights for Voss Road @ Beinhorn and Memorial Drive @ Lindenwood. *(Councilmembers Reichel & Wegner)*

Upgrades for the signal lights at Voss and Beinhorn were already provided for in the current budget, however, since the budget was approved, the cost of the change to LED lights increased by about \$1500. Council agreed that at this time to only move forward with the upgrades for Voss and Beinhorn. This will be placed on the Consent Agenda for approval of the purchase.

15. Discussion to consider drainage improvements for Creekside subdivision. *(Councilmembers Reichel & Wegner)*

Discussion was tabled to the July pre-agenda meeting.

16. Discussion to consider a request to participate in replacement of the Creekside subdivision entrance signs. *(Councilmember Reichel)*

There was no discussion on this item.

17. Discussion to consider requiring minutes to be taken at the weekly engineering and public works meetings. *(Councilmember Wegner)*

It was agreed that all members of Council will receive the weekly engineering reports, agendas, etc. on these meetings from the City Engineer by email. No further action is required at this time.

18. Discussion of the renewal and upgrade of the in the Greater Harris County 9-1-1 Neighborhood Early Warning System Agreement. *(Memorial Villages Police Department)*

Council advised to place this on the Consent Agenda for the June 17 meeting for approval.

19. Discussion of the proposed program funding requirements for capital outlay expenditures for crime prevention strategies. (*Memorial Villages Police Department*)

Council advised to place this on the Consent Agenda for the June 17 meeting for approval.

20. Discussion to consider rescheduling the June 17<sup>th</sup> council meeting to another date. (*Councilmember Wegner*)

There was no discussion on this item.

21. Council comments for additional items to be placed on the agenda for the June meeting or future meetings.

Council requested that in the future, by either email or hard copy, to receive minutes, agendas, notices for Planning and Zoning Commission and Board of Adjustment meetings.

Include on the June 17 agenda consider approval of the Fire Department's 2009 annual budget.

ADJOURN OPEN MEETING

With no further comments forthcoming, the meeting adjourned at 2:50 p.m.

Respectfully submitted,

*Deborah L. Loesch*

Deborah L. Loesch, TRMC  
City Secretary

These minutes were approved on the 15th day of July, 2008.