

CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
SEPTEMBER 22, 2009

The City Council of the City of Hunters Creek Village, Texas held its regular meeting on Tuesday, September 22, 2009, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

Present:	Mayor	David Wegner
	Council Members:	Stephen Reichel
		Bonnie McMillan
		Ed Neuhaus
		Michael Schoenberger
		Jim Pappas
	City Administrator/ City Secretary:	Deborah Loesch
	City Engineer:	Charles Eastland
	City Attorney:	John Hightower

With a quorum of the Council Members present, Mayor Wegner called the session to order at 6:00 p.m. with the pledge of allegiance.

PUBLIC COMMENTS

No public comments were received.

REPORTS

1. City Engineer's Report:
  - a. Inwood Oaks/April Way paving and drainage improvement project. Final walkthrough was conducted today. The substantial completion date for the project was set for September 4, 2009 which was 51 days ahead of schedule.
  - b. Creekside Manor paving and drainage improvements and Tara Oaks Outfall Improvement projects. Contractor has begun work on the project with the boring of the outfall pipe. The contractor is working with the residents on their relocations.
  - c. Long Shadows and Smithdale drainage and paving improvement projects. Contractor has begun work on Smithdale, clearing trees and staking for the construction. They met with the Water Authority on September 18<sup>th</sup> to discuss their requirements. The contractor is working with the residents on their relocations.

- d. Bingle Road Guard Rail and Sidewalk Improvements. The project has gone out for bids, with a pre-bid conference meeting held on September 21<sup>st</sup> and bid opening scheduled for September 25<sup>th</sup>.
  - e. Future projects identified for storm water drainage improvements: Storywood, Saddlewood, Bryn Mawr, Wellesley and Kemwood. Field Surveying on Saddlewood and Storywood is completed with topography drawings being currently drawn. In addition, the drainage for Storywood is being re-evaluated. A meeting was held with the residents on Bryn Mawr on site which was well attended. There were concerns expressed regarding drainage, street width, alignment of the roadway, and construction inconvenience. Wellesley drainage improvements are being evaluated in connection with the Saddlewood and Storywood work. The Wellesley project would tie into the proposed Saddlewood system.
  - f. Replacement of Hedwig Road bridge over Soldiers Creek by Piney Point Village. The City Engineer received design plans from Piney Point Village for the bridge replacement project being designed by TxDOT as an off-system bridge replacement. The plans received were 30% complete. They have reviewed the plans and sent comments back to TxDOT. The proposed culvert crossing has a larger cross-sectional area and it will have a downstream impact to Hunters Creek Village. They have requested that the design be revised. At this time no response has been received.
  - g. Brogden Road construction project by the City of Hedwig Village. Construction has begun on the east side of the roadway so traffic should be directed to the west side of the road. Completion is expected sometime in the Fall of 2009.
  - h. Status of various projects under consideration: Storm sewer point repairs are needed at Long Timbers and Hedwig Road. Metro City has been asked to give a price for doing the work.
2. City Treasurer - monthly financial and budget reports. Deborah Loesch presented the monthly financial reports for comments.
- a. Discussion and possible action to appoint Doug Abbott as City Treasurer.

A motion was made by Councilmember Reichel with a second by Councilmember Schoenberger to appoint Doug Abbott as the City Treasurer. The motion carried unanimously.

3. Police Commissioner. Commissioner Benny Hruzek and Police Chief Gary Byre presented the report for the Police Department. Chief Byre advised that the department was sponsoring a National Night Out on October 6 at 6:00 p.m. at the Police Department facilities. A request for proposals for insurance coverage bid opening is scheduled for October 9<sup>th</sup>. The Commission adopted a resolution initiating the changes in the TMRS plan for 2010. Commissioner Hruzek reported that the department is operating under budget by \$74,000. He announced the annual Sporting Clay Tournament sponsored by the Memorial Villages Police Officers Association on October 23<sup>rd</sup>.
4. Fire Commissioner. Alternate Commissioner Tod Dimitry reported to Council on the activities of the department. Commissioner Dimitry reported that a separation agreement was approved with Chief Calagna to retire August 15, 2010. He will be on paid leave for 7 months with his last day here on September 30<sup>th</sup>. Asst. Chief Rick Poirier will be standing in during this time. Currently the department is operating 2.3% under budget. The Commission adopted a resolution enacting changes in the TMRS plan for 2010. Elwin Peacock advised the Commission that he was resigning as the commissioner for Hunters Creek Village.
  - a. Discussion and possible action concerning the position of Fire Commissioner.

Mayor Wegner advised the Council that he had received a letter of resignation as Fire Commissioner from Elwin Peacock. A motion was made by Councilmember Reichek with a second by Councilmember Schoenberger to accept the resignation. The motion carried unanimously.

Mayor Wegner suggested that Councilmember Reichek be considered as the Fire Commissioner to replace Mr. Peacock. A motion was made by Councilmember Schoenberger with a second by Councilmember Neuhaus to appoint Councilmember Steve Reichek as the Fire Commissioner for Hunters Creek Village to the Village Fire Department. The motion carried unanimously.
  - b. Discussion concerning the position of Fire Chief. There was no discussion on this item.
5. Mayor and Council Reports and Comments.
  - a. Mayor Wegner introduced Tom Fullen, the new Building Official and welcomed him to the City.

PUBLIC HEARING. A Public Hearing will be held to receive public comments concerning the proposed budget for fiscal year 2010. Mayor Wegner opened the public hearing for comments on the budget, hearing none, the public hearing was closed.

CONSENT AGENDA. A motion was made by Councilmember Reichek with a second by Councilmember McMillan, the Council voted unanimously to approve and adopt consent agenda items 1 through 4 as follows:

1. Approval of the Minutes of the August 25, 2009, September 8, 2009 and September 14, 2009 council meetings.
2. Approval of the Cash Disbursement Journal for August 2009.
3. Approval of a Transportation Improvement Agreement Metropolitan Transit Authority of Harris County terminating the funding for roadway improvements for Kuhlman Road and approving the funding for the Creekside Manor Project.
4. Approval of an agreement with Cobb Fendley & Associates for construction management, inspection and testing for the Long Shadows & Smithdale paving and drainage projects.

REGULAR AGENDA

5. Discussion and possible action to consider appropriate action regarding a substandard structure at 601 Saddlewood.

Mayor Wegner advised the Council of the deteriorated condition of the property at 601 Saddlewood. The Mayor has received numerous complaints of the hazardous conditions that exist at this location. The property is vacant and is harboring rats, snakes, insects and needs to be either brought into compliance with city codes or demolished. The City Secretary advised the Council that ordinances are in place for the regulation of property maintenance to require the property owner to bring the property into compliance or to have it demolished. However, there is a legal notice requirement in the ordinances that would need to be followed to have the structure or structures removed. The Mayor offered to talk directly to the property owner to see if he would be willing to remove the structures without going through the legal process. The council was in agreement to try this first and Mayor Wegner would report back at the October meeting.

6. Discussion and possible action regarding the city's participation in the fall youth activities and the "Snow Day" events.

Mayor Wegner reported on the development of the activities and that they were continuing to work on making these events a success.

7. Discussion and possible action regarding the city's recycling program.

Councilmember McMillan reported that she was unsuccessful in getting volunteers to work with her on this committee. Staff will work with the contractor to get markers out at the curbs to identify the homes which participate in the recycling program. Hopefully, with these markers in place the efficiency of the collections will improve and we can return to a weekly collection schedule.

8. Discussion and possible action regarding the position of urban forester.

Councilmember McMillan asked that there be no action taken on this at this time until Tom Fullen, the Building Official, has had ample time to evaluate the activities of the urban forester and therefore continue contracting as needed for inspections. Further review of the current tree ordinance is necessary with Council agreeing that the City Attorney should work with Councilmember McMillan to bring back a revision for consideration.

9. Discussion and possible action to designate a representative and alternate to the H-GAC 2010 General Assembly.

A motion was made by Councilmember Reichek with a second by Councilmember Schoenberger to appoint Councilmember Ed Neuhaus as the representative to the H-GAC 2010 General Assembly. The motion carried unanimously. A motion was made by Councilmember Reichek with a second by Councilmember Schoenberger to appoint Councilmember Jim Pappas as the alternate representative to the H-GAC 2010 General Assembly. The motion carried unanimously.

10. Discussion and possible action to consider upgrading the sprinkler systems in the city rights-of-way.

Mayor Wegner advised the Council that staff solicited bids from 3 vendors for installing sprinkler systems in the city rights-of-way to eliminate the need for hand watering by the Public Works crews with a watering truck. The sprinkler systems would be installed with battery powered timers set to water the areas during the early morning hours before traffic would be heavy. The areas being considered are sections along Memorial Drive on the south side of the roadway from Callie Court to Soldiers Creek. The 3 bids received were from: Hall Sprinklers for \$45,771, Navasota Landscaping for \$66,785, and Agrigrow Services for \$69,964. The areas could be done in 3 separate sections, however, Council was in agreement that they should all be done at the same time. A motion was made by Councilmember Reichek with a second by Councilmember Schoenberger to accept the bid and award the contract to Hall Sprinklers for the work. The motion carried unanimously.

11. Discussion and possible action to consider the designation of fire lanes at City Hall.

Deborah Loesch, City Administrator, advised the Council that the City Hall complex was not properly designated for fire lanes in accordance with the Fire Marshal and fire codes for the enforcement of blocking fire lanes and preventing access to the building in the case of emergency. A proposed plan was presented that was approved by the Fire Marshal. A motion was made by Councilmember Schoenberger with a second by Councilmember Reichek to properly mark the designated fire lanes as presented and to place all signage and markings as per the requirements of the Fire Code. The motion carried unanimously.

12. Discussion and possible action to consider purchase of a filing system for City Hall.

Deborah Loesch, City Administrator, advised the Council of the condition of the main filing system for the retention of permanent city records in the main vault. The condition of the vertical filing cabinets were obsolete and there was no more storage room available. Ms. Loesch contacted a vendor, Southwest Solutions Group, on the state purchasing contract program, to review the layout of the room and make a proposal for additional filing storage. The proposal provided for a floor to ceiling open filing system with roll down doors on one side of the room only. In addition, there was an offer to include a plan holder system at no charge if the proposal were accepted. Drawings and layout of the new system was provided to Council for consideration.

A motion was made by Councilmember McMillan with a second by Councilmember Pappas to approve the purchase of the filing system with Southwest Solutions Group under the state purchasing contract for \$7,961.95 and to use funds from the Records Management account and Court Security Fund account since the system will include the storage of court records. The motion carried unanimously. It was noted that Councilmember Neuhaus was not present for the vote.

13. Discussion and possible action to approve Ordinance No. 746 adopting Amendment No. 5 to fiscal year budget 2009 appropriating funds for the installation of the Bingle Road guard rail and sidewalk improvements in amount of \$76,538.

A motion was made by Councilmember Neuhaus with a second by Councilmember Schoenberger to approved Ordinance No. 746 adopting Amendment No. 5 for fiscal year budget 2009 appropriating funds for the installation of the Bingle Road guard rail and sidewalk improvements in the amount of \$76,538. The motion carried unanimously.

14. Discussion and possible action to consider amending the zoning ordinance to encourage a reduction in the number of driveways entering Memorial or Voss Roads by reducing front yard depth requirements in certain circumstances where: a) lot owners are willing to relocate their driveways from Voss or Memorial to side streets; and b) the existing homes on the side streets do not meet the current minimum front yard depth requirements.

A motion was made by Councilmember McMillan with a second by Councilmember Reichek to postpone the discussion indefinitely until the City Engineer has reviewed the traffic impact and the impact on other lots in the City. The motion carried unanimously.

The City Attorney was directed to prepare for the October meeting an ordinance that would provide for a special exception before the Board of Adjustment to hear such matters in the future.

15. Discussion and possible action to consider any changes to the proposed budget for fiscal year 2010.

There was no further discussions.

ADJOURN OPEN MEETING

A motion was made by Councilmember Schoenberger with a second by Councilmember Neuhaus. The motion carried unanimously. The meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Deborah L. Loesch, TRMC  
City Administrator/City Secretary

These minutes were approved on the 27th day of October, 2009.

Ordinance No. 746 is on file in the City Secretary's office and is made a part of these minutes by reference.