

CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
October 27, 2009

The City Council of the City of Hunters Creek Village, Texas held its regular meeting on Tuesday, October 27, 2009, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

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

With a quorum of the Council Members present, Mayor Pro Tem Stephen Reichel called the session to order at 6:00 p.m. with the pledge of allegiance led by Police Chief Gary Byre. Mayor Wegner arrived shortly thereafter to continue the business of the meeting. It was noted that Councilmember Michael Schoenberger was not in attendance.

PUBLIC COMMENTS

Public comments were received by:

Ken Spalding commented on the meeting that was held with the City Engineer and the residents of Bryn Mawr at 5:00 p.m. prior to the start of the regular council meeting regarding the proposed drainage and street improvements. Mr. Spalding reported that the residents have formed a committee to work with the engineer on the design of a 24' asphalt roadway with subsurface drainage. The discussion will continue on the road placement.

R. C. Burrows, 10706 Beinhorn, thanked the Mayor and the City Engineer for reviewing the drainage conditions on Beinhorn with the existing open ditches. He appreciated that survey crews have been out to this location and working to correct the problem with drainage in the ditches.

Darrell Taylor, 10718 Marsha Lane, requested "Do Not Block the Intersection" signs to be placed on Voss Road as residents trying to exit on to Voss Road. Residents are having trouble getting out on Voss Road because of heavy congestion of traffic.

REPORTS

1. City Engineer's Report:

- a. Inwood Oaks/April Way paving and drainage improvement project. Final walkthrough has been conducted with a few minor items that need to be addressed before final acceptance of the project.
- b. Creekside Manor paving and drainage improvements and Tara Oaks Outfall Improvement projects. Contractor has completed the paving on Creekside Lane with exception of a few driveways; the outfall is completed with the exception of some bank stabilization work, bore pit in the street has been backfilled, and has begun work in the remaining paving and storm sewer work on East and West Creekside. Tara Oaks outfall work has begun with the contractor digging the bore pit. The Contractor is on schedule for construction activities to have completion by June 25, 2010.
- c. Long Shadows and Smithdale drainage and paving improvement projects. The Contractor has completed the main storm sewer line and waterline on Smithdale and has begun the paving work. As the current schedule indicates, Smithdale could be completed by the end of December with paving completed by Thanksgiving. Long Shadows work has not begun due to delays from the weather. Water line offsets are set for the week of November 2nd with storm sewer work to begin by November 9th. Current project schedule indicated Long Shadows will be completed by March 2010 with paving completed by the end of January 2010.
- d. Bingle Road Guard Rail and Sidewalk Improvements. The Contractor has started work with completion expected by end of November. Some lane closures on Bingle Road and Old Voss Road should be expected while the railing is being installed. The closure should only be for one day.
- e. Future projects identified for storm water drainage improvements:

Storywood and Saddlewood surveying and preliminary alignments for improvements have been completed. A drainage analysis was performed on the Storywood drainage system to evaluate an alternative to oversize the pipes and tying the system to the Gawain storm sewer. This alternative would reduce the 100-year water surface elevation by 1 foot but does not keep water from ponding in the street in a 100-year storm. The alternative including the Saddlewood work would reduce the budget

to \$2.1 million as opposed to the \$3.1 million originally estimated to connect to the Saddlewood system.

Kemwood preliminary designs have been prepared to tie the storm sewer to Hedwig Road.

Bryn Mawr residents met with the City Engineer prior to the council meeting for which they are in agreement with the paving and drainage improvements to include storm sewer and a 24 foot asphalt road. The only issue pending is the road placement. Additionally the project will include the drainage from Glendenning to upsize the pipe that collapsed behind several homes along Bryn Mawr. There is a current drainage easement that would need to be revised.

Wellesley improvements will be considered upon decisions made in regard to the Storywood and Saddlewood improvements. The Wellesley drainage system would tie into the proposed Saddlewood system.

- f. Replacement of Hedwig Road bridge over Soldiers Creek by Piney Point Village. No response has been received since the updated submittals were provided to their engineers. However, we were advised that the TxDOT consultant was making revisions to the drainage model.
 - g. Brogden Road construction project by the City of Hedwig Village. Hedwig Village anticipates the project to be completed by Thanksgiving, weather permitting.
 - h. Status of various projects under consideration: Storm sewer point repairs were made at Long Timbers and Hedwig Road with Metro City doing the work. The Houston Racquet Club has begun their initial project to improvement to Soldiers Creek where it nears the swimming pool. The project is to protect their facilities from erosion potential and repairs to recent erosion from past April rains.
2. City Treasurer - monthly financial and budget reports. Doug Abbott, City Treasurer presented the financial reports for the month of September stating that all bank accounts were reconciled without any adjustments and were in good order. He noted that we will be looking at the actual vs. budget for the remainder of the year and later in 2010 we will be reviewing the banking contract for soliciting for requests for proposals for a new depository contract as required by law.

3. Police Commissioner. Commissioner Benny Hruzek and Police Chief Gary Byre were present for the Police Department. Chief Byre advised of the activities in the department. He announced that the National Night Out was a huge success. The selection of the health insurance coverage was approved with the change being below the 2009 rates and will be changing from Aetna to Blue Cross/Blue Shield. The commission will be meeting later on to determine the funding method for the HSA participants and how to migrate more of the members to the HSA environment.
4. Fire Commissioner. Commissioner and Councilmember Steve Reichek reported to Council on the activities of the department. Signifying the support of breast cancer awareness, he noted that there were several people in attendance wearing pink t-shirts. These shirts were part of the VFD Local Union support of the Susan B. Komen foundation. The commission was meeting the next night to decide on the insurance coverage for the Fire Department employees. They are continuing to discuss the succession plan for Fire Chief with Asst. Chief Rick Poirier taking over for the interim. They are considering a search firm. However, there is no budget funds available for another fire chief this year, thus to continue with Poirier in the position until next year. He explained the term of “riding up” which is applying to Poirier as he is getting the salary rate of the Fire Chief. He advised that he spoke with a consultant who works with insurance firms to work with the insurance cooperative. However, he will have the mayors of the 6 cities meet with the representative of this firm first.
5. Mayor and Council Reports and Comments.
 - a. Mayor Wegner reported that he along with Councilmember Reichek and Deborah Loesch, City Administrator attended the TML Annual Conference in Fort Worth and found the conference to be very educational and provided a lot of beneficial information for municipalities.
 - b. Mayor Wegner reported that so far there were 15 entries in the Fall/Halloween decorating contest and the planned snow day event would have 40,000 lbs. of ice for the kids to play in at the First Congregational Church on December 5th.

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 September 22, 2009, September 24, 2009, September 29, 2009 and October 8, 2009 council meetings.
2. Approval of the Cash Disbursement Journal for September 2009.
3. Approval of a Interlocal Agreement between Harris County and the City of Hunters Creek Village for City Prisoners for a term of one year beginning January 1, 2010 at a cost of \$74.00 per prisoner per day.
4. Approval of an Interlocal Agreement with Harris County for emergency management mutual aid and a joint Resolution with Harris County for the establishment of comprehensive emergency management including mitigation, preparedness, response and recovery phases of emergency management.

REGULAR AGENDA

5. Discussion and possible action to consider the acceptance of the Inwood Oaks and April Way Paving and Drainage Improvements project.

A motion was made by Councilmember Reichek with a second by Councilmember Pappas to table the item until the next regular council meeting. The motion carried unanimously.

6. Discussion and possible action to consider the approval of proposals for engineering design services for the final design phase for Kemwood and Bryn Mawr.

The item was tabled for a future meeting.

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

With no response from the property owners to bring the property into compliance or remove the structures, a motion was made by Councilmember Pappas with a second by Councilmember Neuhaus to direct the Building Official to send a letter of notification of the condition of the property to the property owner and in that letter give notice of the hearing to be held at the next council meeting. The motion carried unanimously.

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

There was discussion concerning the bi-weekly collection being unsuccessful with the residents. The contractor is continuing to place the buttons at the residences of those participating in recycling. It was agreed that the bi-weekly collection should be discontinued and return to a weekly scheduled as stated in the contract. With

that discussion, a motion was made by Councilmember McMillan with a second by Councilmember Reichek to return to a weekly schedule for collection of recycling. The motion carried unanimously.

9. Discussion and possible action to authorize the request for proposals for a mowing services contract.

A motion was made by Councilmember Reichek with a second by Councilmember Pappas to issue the request for proposals for mowing services for the Voss Road esplanades and roadway shoulders only and transition the Public Works crew to maintain City Hall complex, Memorial Drive and other City rights-of-ways and get pricing for the equipment needed to perform such tasks. The motion carried unanimously.

10. Discussion and possible action to consider a resolution eliminating fees for plumbing contractor registration from the schedule of fees.

A motion was made by Councilmember Pappas with a second by Councilmember McMillan to approve Resolution No. 09-09 eliminating fees for plumbing contractor registrations from the schedule of fees. The motion carried unanimously.

11. Discussion and possible action to consider authorizing staff to submit an order with Planet Ford under the state purchasing contract for a vehicle for the Building Official.

A motion was made by Councilmember Neuhaus with a second by Councilmember Reichek to authorize the submission of the order for a F-150 Ford Truck as per specifications submitted for the Building Official for an amount of \$14,676. The motion carried unanimously.

12. Discussion and possible action regarding building/permit department operations and staffing for front office activities for Permits and Court.

A motion was made by Councilmember Neuhaus with a second by Councilmember McMillan to approve the change in job description of the Permit Clerk to Permit Technician, to provide in the job description the requirement to obtain ICC Permit Technician certification within 6 months after entering the position, upon obtaining certification receive an incentive pay of \$100 per month as long as certification is maintained, and place the appropriate staff person in the position. The motion carried unanimously. Since the change in the Permit position would be filled by the person currently holding the Court Clerk position, a motion was made by Councilmember Neuhaus with a second by Councilmember McMillan to authorize the City Administrator to search for a candidate to fill the position of Court Clerk. The motion carried unanimously.

13. Discussion and possible action to consider rescheduling the November and December regular council meetings.

Due to the Thanksgiving and Christmas holidays falling during the week of council meetings in the respective months, the council considered rescheduling the regular meetings to give consideration to the members' schedule. A motion was made by Councilmember McMillan with a second by Councilmember Reichel to hold the next regular meeting of Council on December 8, 2009 at 6:00 p.m. The motion carried unanimously.

14. Discussion and possible action to approve a resolution casting a ballot for a candidate to the Board of Directors of the Harris County Appraisal District.

A motion was made by Councilmember Reichel with a second by Councilmember McMillan to approve Resolution No. 09-10 casting a ballot for Ed Heathcott for the Board of Directors. The motion carried unanimously.

ADJOURN OPEN MEETING

A motion was made by Councilmember Reichel with a second by Councilmember Pappas to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Deborah L. Loesch

Deborah L. Loesch, TRMC
City Administrator/City Secretary

These minutes were approved on the 8th day of December, 2009.

Resolution Nos. 09-09 and 09-10 are on file in the City Secretary's office and are made a part of these minutes by reference.