

CITY OF HILSHIRE VILLAGE
8301 WESTVIEW
HOUSTON, TEXAS 77055

TUESDAY, FEBRUARY 20, 2018
REGULAR COUNCIL MEETING
6:30 P M

TAB

FEBRUARY 20, 2018

REGULAR COUNCIL MEETING

1. CALL TO ORDER REGULAR COUNCIL MEETING

- 1.1 Invocation (Council Member Swanson)
- 1.2 Pledge of Allegiance
- 1.3 Roll Call

2. REPORTS TO COUNCIL:

- 2.1 Police 1
 Incident Report for January
 Up to date Incident Report for February

3. CITIZEN'S COMMENTS: (Time Limit- 3 minutes)

This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items. Comments are limited up to three minutes. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer comments until such time the item is discussed.

Speakers are required to address council at the microphone and give their name and address prior to voicing their concerns.

Note: To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. Items that cannot be referred to the City staff for action may be placed on a future City Council agenda.

A copy of any prepared remarks or notes to be used and/or distributed by the speaker must be presented to the City Secretary prior to the beginning of the meeting.

4. COUNCIL DISCUSSION:

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5. REPORTS TO COUNCIL:

5.1 Engineers Report: (Efrain Him, HDR) 2

- Archley Drive Reconstruction Project
- Hilshire Villas Subdivision
- Mennonite Church (1231 Wirt Road)
- 1210 Archley Drive
- 1228 Archley Drive
- 1301 Bridle Spur Lane
- 8006 Burkhart Road
- 1303 Friarcreek Lane
- 1306 Friarcreek Lane
- 1301 Glourie Drive
- 1109 Ridgeley Drive
- 8399 Westview Drive
- Terrance Methodist Church
- Pine Creek/Pech Road Gate & Fence
- Hickory Shadows Backflow Preventer
- TCEQ Corrosion Control for Water System

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6.1 Authorizing payment of HDR invoice for Engineering Services provided to the City for the Archley, Friarcreek and Burkhart Reconstruction Project, Invoice # 2, in the amount of \$10,040.81. (City Engineer Him, HDR) 3

6.2 Discussion and possible action on removal of remaining cement and the grading and ground cover of the City property between the fence at the south side of the commercial area and Pine Creek Lane. (Council Member Byrne)..... 4

If there are no objections from Council, the City Engineer is excused.

6.3 Approving the City of Hilshire Village Ordinance Number 757 replacing Article 3.100, Section 3.107, Article 3.200 Section 3.201 and Article 3.600, Section 3.601. To establish rules and regulations concerning permit expiration and construction schedule, building permit requirements and trash, litter; and construction debris. (Zoning Committee and Mayor Herron) 5

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6.4 Accept the resignation of Kathleen Cullen as Board Adjustment Member and appoint Ray Leiker (Alternate Member) to the position 6

6.5 Approving the existing Board of Adjustment Members and Alternate Member (Wallace Partridge, Mike Woodruff, Tom Steffan, Kathleen Stafford, Ray Leiker and Jarred Jackson) for a period of two (2) years. (Mayor Herron) 7

6.6 Approving the City of Hilshire Village Ordinance Number 758 approving Budget Amendment No. 1 to the Original General Budget of the City of Hilshire Village for the Fiscal Year Ending 2017. (City Administrator Blevins) 8

7. DISCUSSION

7.1 Proposed changes to the Board of Adjustments procedures and protocols. (Chairman Wallace Partridge) 9

7.2 Update on the status of the Bureau Veritas's discussions (Mayor Herron) 10

7.3 Appointing a Commercial Zoning Board to review plans prior to review by Bureau Veritas (Mayor Herron) 11

Recess the Regular Council Session

8. CLOSED EXECUTIVE SESSION: City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters on this agenda as authorized by Texas Government Code, Sections 551.071 (Consultation with Attorney) Sections 551.074 (Personnel Matters) and Sections 551.089 (Security Devices or Security Audits).

8.1 None at the time the agenda was posted

8.2 City Council may deliberate and consider any actions necessary on any items discussed in the Executive Session.

Convene the Regular Council Session

If there are no objections from Council, the City Attorney is excused

9. REPORTS TO COUNCIL: (CON'T)

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9.1 Fire Commissioner (Fire Commissioner Byrne) 12

9.2 City Administrator 13
Complaint & Issues Report
Consent Agenda
Empty spot on HVCEFFC and HVHEFC
City of Houston Water Rate Increase

9.3 Building (City Administrator Blevins) 14
Permits and Inspections issued

9.4 Treasurer 15
Financials - Audit

10. CONSENT AGENDA:

The consent agenda is a meeting method many government councils use to help make meetings more efficient and meaningful to the members of the audience. All matters within the consent agenda have been distributed to each member of the City Council for review and study, and are considered routine and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the consent agenda and placed on the Regular Agenda by request of a member of City Council. The expenditures listed in the consent agenda are items already approved in the current city budget.

10.1 Disbursements: Summary, Deposits 16
Invoices

10.2 Approving the Minutes from the January 16, 2018 Regular Council Meeting 17

10.3 Approving the City to enter into a contract for rental of election auto mark equipment and services to program and provide ballots 18

10.4 Approving the City to enter into a contract for maintenance of the City Generator 19

10.5 Approving a Proclamation recognizing the Spring Event sponsored by the Civic Club to be held on Sunday April 29, 2018 from 5:00 to 7:00 PM in the Pine Chase Grove Circle. Pine Chase Grove will have limited access for the event during these hours. 20

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11. REPORTS FROM COUNCIL:

11.1 Mayor Herron

12. ADDITIONAL COUNCIL COMMENTS:

13. FUTURE AGENDA TOPICS:

Capital Improvement Financing
Wirt Road/Westview Traffic Safety
Zoning Sections – Fence
Restoration

14. ANNOUNCEMENTS:

15. ADJOURNMENT:

NOTE: Agenda items may not necessarily be considered in the order that they appear. With regard to any item, Council may take various actions, including but not limited to rescheduling an item in its entirety or for particular action at a future date or time.

NOTE: IN THE EVENT A QUORUM OF THE CITY COUNCIL IS NOT PRESENT, THE REPORTING MEMBERS WHO ARE PRESENT WILL MEET AS A SUB-COMMITTEE, FOR DISCUSSION PURPOSE ONLY, REGARDING THE ABOVE AGENDA ITEM(S).

City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), and 551.086 (Certain Public Power Utilities: Competitive Matters). Following the executive session, if any, City Council may act in open session on any item discussed in the executive session.

I, Susan Blevins, do hereby certify that the above Notice of Meeting and Agenda for the City Council of the City of Hilshire Village was posted in a place convenient and readily accessible at [February 16, 2018 at 3:04 p.m.](#)

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative service must be made 48 hours prior to this meeting. Please contact the City Hall at 713-973-1779 or FAX -713-973-7793 for further information.