

TUESDAY, NOVEMBER 17, 2015
PUBLIC HEARING & REGULAR COUNCIL MEETING
6:30 P.M.

PUBLIC HEARING AND REGULAR COUNCIL MEETING

1. CALL TO ORDER: Mayor Whiting called the City of Hilshire Village Council Meeting to order at 6:34 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Council Member Gordy.

1.2 Pledge of Allegiance:

1.3 Present: were Mayor Shannon Whiting, Mayor Pro Tem Paul Maddock, Council Members Stephanie Post, Russell Herron and Mike Gordy. Also, present were City Administrator, Susan Blevins, Assistant Chief L. Evans, Spring Valley Police Department, City Attorney Kim Mickelson, Olson & Olson and City Engineer Efrain Him, P.E., HDR Inc. Council Member David Gunn was absent.

2. REPORTS TO COUNCIL:

Mayor Whiting said that all the Village Mayors toured all the dispatch centers for the Fire Department and Police Departments. The tour was very informative and enlightening.

2.1 Police Report – Assistant Chief Evans stated in October there were three (3) arrests. One was for solicitation without a permit in the 1200 block of Pine Chase. There was also a burglary in the 1200 block of Pine Chase and the person was caught.

The other two (2) arrests were county arrests. A driver and passenger driving through the Village were stopped on a traffic violation and found to have controlled substances.

The area around Interstate 10 and Wirt has had the trash cleaned up considerably. The homeless have been reminded that the area is dangerous due to the creek flooding and requested to move. One (1) arrest was made in November of a homeless person who had a pending warrant.

The Spring Valley Police are now patrolling the park area as the county force can only get by every so often.

Mayor Whiting asked for any tips for this time of year. Asst. Chief Evans said Sargent Moore would send the City the information.

Council Member Herron asked about the traffic on Wirt. Asst. Chief Evans said that Spring Valley just did a study in their City. Mayor Whiting said a study would have to be done, probably in conjunction with the City of Houston, of the traffic on Wirt.

Recess the Regular Council Meeting at 6:48 PM

Mayor Whiting called the Public Hearing to order at 6:48 PM

Mayor Whiting said the Public Hearing would be split into two (2) components.

3.1 The First Public Hearing was for the purpose of reviewing a final subdivision re-plat of certain property currently owned by the Mennonite Church and Schwab Design Builders. There is an abandonment of easement and the final split into two parts of the property. Mayor Whiting stated that the issues have been resolved from the previous Council Meeting regarding the easement and the split of the property. The City Engineer, Efrain Him, recommended that the re-plat be approved.

The Public Hearing was closed at 6:54 PM and the Council Meeting was reconvened.

4. ACTION ITEMS:

4.1 Mayor Pro Tem Maddock made a motion approving the Final Subdivision Re-plat of certain property currently owned by the Mennonite Church and Schwab Design Builders, LLC. The property is located at 1231 Wirt Road and is located in Residential Zone "B" with a Specific Use Permit for a church. This property is being subdivided into two reserve tracts: "A" for the Mennonite Church with a Legal Description: (TRS 33A 34 & 34A ABST 77 R VINCE), 1231 Wirt Road, and "B" a new subdivision called Hilshire Villas (Legal Description: TRS 33A-1 33F & 34B Prorated: 7-23-14 ABST 77 R VINCE recorded under Harris County Official Public Records File No. R526419), seconded by Council Member Post. The property is located at 1231 Wirt Rd. in Zone B with a Specific Use Permit for a church. The property will be divided into two lots, one of which will be the church and the other a subdivision known as Hilshire Villa.

The Mennonite Church said that no specific plans have been approved except the footprint and the Specific Use Permit. The Specific Use Permit for the Church will be reviewed and amended when they submit plans for the new church. The pastor indicated that there will be a water detention area. Mayor Whiting mentioned the green area along the fence and that lighting would have to be downcast.

A vote was taken to approve the motion approving the Final Subdivision Re-plat of certain property currently owned by the Mennonite Church and Schwab Design Builders, LLC. The property is located at 1231 Wirt Road and is located in Residential Zone "B" with a Specific Use Permit for a church. This property is being subdivided into two reserve tracts: "A" for the Mennonite Church with a Legal Description: (TRS 33A 34 & 34A ABST 77 R VINCE), 1231 Wirt Road, and "B" a new subdivision called Hilshire Villas (Legal Description: TRS 33A-1 33F & 34B Prorated: 7-23-14 ABST 77 R VINCE recorded under Harris County Official Public Records File No. R526419). The vote passed 3-0. Council Member Gordy

abstained due to his having a developmental interest in the new Mennonite building.

Recess the Regular Council Meeting at 7:04 PM

Mayor Whiting called the Public Hearing to order at 7:04 PM

5.1 Second Public Hearing is for the review of the Final Subdivision Replat of the engineered design by Schwab Design Builders for Hilshire Villa. The area is approximately 2.368 acres, subdivided into ten (10) lots in accordance with existing Zone B of the Zoning Ordinance. This is specific to subdividing the lots and includes streets and utilities. The preliminary plat of lots and streets have already been approved by Council at the April, 2015 meeting.

Water, sewer, drainage, streets, electrical and plumbing have been studied thoroughly and will be serviced by the City of Houston. The shared entrance roadway has been given to the City as a Right-Of-Way so that the City may coordinate with the Mennonite Church on parking. Positive drainage will be maintained during construction.

Efrain Him said that the interconnect plans have been approved by the City of Houston for water, sewer and drainage. The water service to actual lots are pending approval because the City of Houston needs an approved plat. City of Houston will bill the City of Hilshire Village which in turn will bill the individual residents. Water detention will be held in the subdivision. Any excess retention will go to Wirt Rd.

The City of Houston has denied the left hand turn lane for the entrance on Wirt as the esplanade is too narrow for a left turn without causing a traffic hazard. The Fire Department has consented to the width of the streets. The water meter will be located in an easement, not the Right-Of-Way.

Council Member Herron objected to the project and ask that his nineteen objections be part of the record.

Bill Bristow, 1233 Pine Chase Drive, wanted to know if the streets would be public streets and how long Wirt Road will be under construction during the utility work. He is worried that nonresidents will use Ridgeley as a through street.

Robert Byrne, 1305 Bridle Spur, asked if the Mennonite Church would have any water issues. The Church has a sanitary sewer connection to the City of Houston already on Wirt Road that will be maintained.

Close the Public Hearing at 7:25 PM

Reconvened the Regular Council Meeting at 7:25 PM

6. ACTION ITEMS

6.1 Mayor Pro Tem Maddock made a motion to approve the Final Subdivision Re-plat and Final Engineering Plans of Hilshire Villas (Legal Description: TRS 33A-1 33F & 34B Prorated: 7-23-14 ABST 77 R VINCE recorded under Harris County Official Public Records File No. R526419), also known as Reserve “B” of the Mennonite Church Re-plat. The property is approximately 2.368 acres and will be subdivided into ten (10) lots in accordance with the existing Zone B Zoning Ordinance, seconded by Council Member Post. **A vote was taken to approve the motion approving the Final Subdivision Re-plat and Final Engineering Plans of Hilshire Villas (Legal Description: TRS 33A-1 33F & 34B Prorated: 7-23-14 ABST 77 R VINCE recorded under Harris County Official Public Records File No. R526419), also known as Reserve “B” of the Mennonite Church Re-plat. The property is approximately 2.368 acres and will be subdivided into ten (10) lots in accordance with the existing Zone B Zoning Ordinance. The vote passed three (3) to one (1). Mayor Pro Tem Maddock, Council Members Gordy and Post voted for the motion and Council Member Herron voted against.**

7. Citizens Comments:

Bill Bristow, 1233 Pine Chase Drive, asked if Council Member Gordy had not excused himself from voting. Mayor Whiting said that he was excused for the first vote only.

Mr. Bristow also said that there are no signs on Wirt Road saying “Do Not Block Intersection”, especially at the Wirt and Ridgeley entrance. He would like a light at Wirt and Ridgeley.

Mr. Bristow wanted to know how many meetings Council Member Gunn had missed. Mayor Whiting stated he had not missed three (3) in a row.

8. COUNCIL COMMENTS: None

9. REPORTS TO COUNCIL:

9.1 Engineers Report – Russell Herron stated that he was impressed with the thoroughness of the City Engineer.

Efrain Him stated, in regard to the **Pine Chase and Glourie Project** he surveyed the culverts to see if there was positive drain. He stated there was no reason for water to be standing at 1206 Glourie. He is coordinating with the contractor to correct the issue.

On the **Bridle Spur and Pine Creek Project** a great deal of work has been completed on Bridle Spur. The tree removal has been finished. Tree protection and traffic control measures are in place. The sanitary sewer rehabilitation and water line replacement is 95% complete. The storm sewer work is 90% complete. At the last meeting the City discussed replacing the water meters. Conrad Construction quoted a price to replace

meters at six hundred (\$600) per meter. Normally, Severn Trent replaces an existing meter for three hundred (\$300), depending on location. For Pine Creek and Bridle Spur, approximately twenty-five (25) meters, the cost would be approximately \$9,000.00. These meters could be paid with Utility Funds or as a project cost. The City could possibly use supplemental items from the project if the contractor will approve. Most of the meters in the area are old and many are not working. Mayor Whiting said that the City would negotiate the cost for the replacement of the meters. The majority of the meters are the original meters and should be replaced. Council Member Gordy stated that if it is beneficial to the City to replace them at this time then the City should replace them.

Council Member Post wanted to look at replacement of the Friarcreek water line.

Efrain stated work should begin on the road on Bridle Spur in December. There have been some complaints on the depth of the ditches which are sloped to drain to Westview. It meets the design standards but they are not esthetically pleasing. The ditches on the west side are dictated by the cul-de-sac. He said the City has options to eliminate the ditch at 1317 Bridle Spur. There is approximately a six (6) inch difference on the west and east side. The City will meet with the home owner on Friday and he will suggest putting culverts in place of the ditches.

As of October 31, 2015, the contractor is approximately 15.29% complete in place and has used 2.22% of the contract time.

Efrain Him recommended the payment to Conrad Construction for Invoice # 1.

Work has been coordinated with CenterPoint on the relocation of the gas line **on Pine Creek Lane.**

There have been drainage plans, as-built surveys, amendments and redesigns reviewed and approved or sent back to be reworked. The sewer service at **1205 Pine Chase** has been replaced.

A sink hole formed at **1306 Friarcreek** and was repaired by Scohil. They were contracted as they were already in the City repairing another sink hole back behind the commercial area and Pine Creek.

Drainage plans still under review are 1310 Pine Chase, 1206 Pine Chase, and 1102 Guinea. They should be finished in the next day or two.

Council Member Gordy asked about the emergency sewer repair at 1205 Archley. City Administrator Blevins stated that the City jetted the line and cleared the blockage. Council Member Gordy stated there was also a sink hole on Archley that has been developing for years. He stated the City should check into the cause. Council Member Gordy said that while we have the paving contractor in the neighborhood the City should address other cracks in the pavement throughout the City.

10. ACTION ITEMS:

10.1 Council Member Maddock made a motion to authorize payment of Conrad Construction Company Limited for services provided to the City for the Pine Creek and Bridle Spur Reconstruction Project, invoice # 1, in the amount of \$186,809.40, seconded by Council Member Gordy. **A vote was taken to approve the motion authorizing payment of Conrad Construction Company Limited for services provided to the City for the Pine Creek & Bridle Spur Reconstruction Project, invoice # 1, in the amount of \$186,809.40. The vote passed unanimously.**

The City Engineer was excused at this time

10.2 Council Member Maddock made a motion to cancel the regular December 15, 2015 Council meeting at 6:30 PM to be replaced at a yet to be determined date seconded by Council Member Post. The Special Council Meeting will be to pay bills in the morning at either 8:00 AM or 8:30 AM. It is scheduled for December 14, 2015, or December 15, 2015, at 8:30 AM. **A vote was taken to approve the motion to cancel the regular December 15, 2015, Council Meeting at 6:30 PM to be replaced at a yet to be determined date and time. The vote passed unanimously.**

11. DISCUSSION:

11.1 Planning and Zoning:

Council Member Herron stated that the committee was recommending a new zone for Pine Creek that has side setbacks of five (5) feet for the lots. The lots are fairly big.

The committee is also looking at the modification of the Commercial Zone (C1) with a two (2) story height limit, back set-back of eight (8) feet to ten (10) feet, the side set-back line is not a major issue, and the front set-back is still thirty (30) feet. A parking plan for each business would be regulated by the type of business.

The plan is to have a business submit a business plan for Council approval at which time the parking would be worked out. There would be an exclusion list of businesses.

Mayor Whiting stated there was a utility easement on the commercial lots of ten feet.

There would also be a provision of ten percent (10%) of the lot that has to be landscaped. The current businesses would have to phase in landscaping.

Council Member Herron stated he would like to have a Council Workshop in January to go over these two (2) areas.

Recessed the Council Meeting at 8:41 PM

Reconvened the Council Meeting at 8:48 PM

12. REPORTS TO COUNCIL: (CON'T)

12.1 Fire Commissioner - Mayor Whiting reported that the new 100-foot ladder truck will be ordered next year.

12.2 Building – City Administrator Blevins stated there were twenty-nine (29) permits and fifty-one (51) inspections pulled . There was one (1) change in occupancy at 8383 Westview from a massage studio to a cleaning service. A Certificate of Occupancy was issued for 1201 Pine Chase. A pool plan check is under way for 1305 Ridgeley.

The Archer's new home at **1307 Friarcreek** has reached a two (2) year mark. They asked for an extension at the end of the normal eighteen months and were given two (2) years. Then due to an inspector going to the wrong house they were given an extra week. The two years is now up. The contractor and owners were given a three (3) week warning of the deadline so they now owe for a new permit per City Ordinance. Council Member Post asked if there was a lead-way. City Administrator said they would need to come to Council for a variance.

12.3 City Administrator – A new Consent Agenda was added with an HCAD (Harris County Appraisal District) invoice. The Holy Cross Church has offered to display meeting notices on their marquee at the corner of Westview and Wirt.

The City had two of the new stop signs damaged. City Administrator Blevins stated that Council Member Post had requested a change in the Minutes regarding the name "Kipp Austin Public Schools".

12.4 Treasurer – the new budget for 2015-2016 has been entered on the spreadsheet. The trash service may look high as it is a two (2) month billing. On the Utility account, there was a large invoice from Severn Trent Services.

13. REPORTS FROM COUNCIL:

13.1 Mayor Whiting stated it was time to elect a new member for the Subsidence Board. Mr. Kyle Sears has been the City's Representative on the Board. If anyone knows of someone they would like to nominate, please let the City know.

Spring Branch ISD sent out a letter on taxes.

Mayor Whiting stated the Memorial High School Lacrosse team is offering a Christmas tree removal for \$20.00 and wanted the City to promote it but she felt the Civic Club would be a better avenue for publicity for the program.

The Daisy Troop from Valley Oaks Elementary School was here for a field trip to learn about government. They had a lot of fun and were very cute.

14. CONSENT AGENDA:

14.1 Council Member Post added one more change to the Minutes regarding St. Francis' name. Mayor Pro Tem Maddock made a motion to approve the Consent Agenda as presented including the disbursements, the Minutes from the Regular Council Meeting of October 20, 2015, with the amendments to the names Kipp Austin Public Schools and St. Francis Episcopal Day School and authorizing the Mayor to renew the contract with Houston Community Newspaper for a one (1) year period, seconded by Council Member Post.

A vote was taken to approve the motion approving the Consent Agenda as presented including the disbursements, the Minutes from the Regular Council Meeting of October 20, 2015, with the amendments to the names Kipp Austin Public Schools and St. Francis Episcopal Day School and authorizing the Mayor to renew the contract with Houston Community Newspaper for a one (1) year period. The vote passed unanimously.

ADJOURNMENT: Mayor Pro Tem Maddock made a motion to adjourn, seconded by Council Member Post. The meeting was adjourned at 9:07 P.M.

Shannon Whiting, Mayor

ATTEST:

Susan Blevins, City Secretary