

MONDAY, DECEMBER 14, 2015
SPECIAL COUNCIL MEETING
6:30 P.M.

SPECIAL COUNCIL MEETING

1. CALL TO ORDER: Mayor Whiting called the City of Hilshire Village Special Council Meeting to order at 8:03 A.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Council Member Gunn

1.2 Pledge of Allegiance:

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

2. CITIZENS COMMENTS: None

3. REPORTS TO COUNCIL:

3.1 Police Report – Detective Baldwin stated there was a burglary in the 1200 Block of Glourie Drive and three (3) arrests were made in the 1000 Block of Wirt Road.

4. ACTION ITEMS:

4.1 Mayor Pro Tem Maddock made a motion to discuss and approve the mitigation of the renewal permit fee for the 1307 Friar Creek Lane's Construction Project, seconded by Council Member Gordy.

Mayor Whiting stated the original permit was pulled on November 7, 2013. An extension was requested by the contractor at the 18-month deadline. A two (2) year extension was granted by the Building Official, Randy Mason. The contractor and homeowner were both notified in advance of the two (2) year deadline. The permit expired on November 7, 2015. The contractor and homeowner are asking for leniency in the cost of a new permit. Homeowner, Tom Archer said that the actual job did not start until January of 2014. Builder, Greg Wamhoff, said that there were delays with trades due to selection issues. He stated that all inspections for the house including the fire suppression system have been completed and approved. Mayor Whiting said that Council could decide to reduce the penalty. There have not been any complaints on this contractor in regards to the appearance of the jobsite or hours being worked. Mayor Whiting stated the spirit of

the ordinance regarding time frame is to control the inconvenience for neighboring residents. Council Member Gordy asked if Council had granted relief to any other contractor. City Administrator Blevins said as far as she knows "no". He stated the penalty is very steep and they are not very off from the expiration date. Council Member Post wanted to know if two (2) years was a reasonable time frame for new construction. Mayor Whiting said that that discussion should be for a later date. City Administrator Blevins said that the City usually does not have to watch the date because the homeowner is pushing to finish the job. Council Member Gordy said that the cost of a new permit is steep and that he feels that it could be prorated. Council Member Gunn stated the City could reduce the penalty. Mayor Pro Tem Maddock said there should be a penalty because the Ordinance does exist. Council Member Gordy suggested the City divide the permit by six months and since they are within thirty days so they should pay one sixth of the original permit which is \$846.00. Mayor Whiting said if you prorate on a 24 month the penalty would be \$211.00. Mayor Whiting stated the options are for Council to table the item until Council revisits the Ordinance and take the chance that the contractor will walk off the job, have the contractor buy a new permit for \$5,077.00 with another 18 months to complete job or prorate the fee somewhere between \$211.00 and \$846.00. Council Member Herron suggested that it be prorated on the original time frame of 18 months which would be \$282.06.

Mayor Pro Tem Maddock amended the motion to approve the renewal permit fee of \$282.06 for the 1307 Friar Creek Lane's Construction Permit, seconded by Council Member Gordy. **A vote was taken to approve the motion approving the renewal permit fee of \$282.06 for the 1307 Friar Creek Lane's Construction Permit. The vote passed unanimously.**

Mayor Whiting stated this was a one-time basis and that the City will revisit this ordinance in the future.

4.2 Mayor Pro Tem Maddock made a motion to authorize payment of Conrad Construction Company, LTD invoice for services provided to the City for the Pine Creek/Bridle Spur Reconstruction Project, Invoice # 2 in the amount of \$223,893.05, seconded by Council Member Post. **A vote was taken to approve the motion authorizing payment of Conrad Construction Company, LTD invoice for services provided to the City for the Pine Creek/Bridle Spur Reconstruction Project, Invoice # 2 in the amount of \$223,893.05. The vote passed unanimously.**

4.3 Mayor Pro Tem Maddock made a motion to authorize Change Order # 1 for the replacement of water meters on Bridle Spur Lane in the amount of \$4,000.00 for meters and a time extension of five (5) calendar days associated with the additional storm sewer and temporary pavement work in the Bridle Spur Subdivision, seconded by Council Member Gunn. Mayor Whiting said that per City Engineer, Efrain Him's recommendation she authorized Conrad Construction to replace the ten (10) water meters for a reduced amount of \$400.00 per meter. The meters were in worse condition than originally expected and had never been replaced. The price for Severn Trent to replace them would have been higher than originally noted, due to locations. Council Member Post questioned if the Mayor had authority to authorize the expense. City

Administrator Blevins stated the Mayor has authorization up to \$5,000.00. **A vote was taken to approve the motion authorizing Change Order # 1 for the replacement of water meters on Bridle Spur Lane in the amount of \$4,000.00 for meters and a time extension of five (5) calendar days associated with the additional storm sewer and temporary pavement work in the Bridle Spur Subdivision. The vote passed unanimously.**

4.4 Council Member Gunn made a motion to approve Ordinance Number 723 of the City of Hilshire Village, Texas, amending Appendix "A" Fee Schedule of the Code of Ordinances adopting a new fee for solid waste collection of \$45.18 excluding sales tax and dissolving the fuel charges and disposal surcharge, seconded by Mayor Pro Tem Maddock. **A vote was taken to approve the motion approving Ordinance Number 723 of the City of Hilshire Village, Texas, amending Appendix "A" Fee Schedule of the Code of Ordinances adopting a new fee for solid waste collection of \$45.18 excluding sales tax and dissolving the fuel charges and disposal surcharge. The vote unanimously.**

5. REPORTS TO COUNCIL:

5.1 Fire Commissioner - None

5.2 Building – None

5.3 City Administrator – None

5.4 Treasurer – None

6. REPORTS FROM COUNCIL:

6.1 Mayor Whiting stated she and Council Member Herron have a meeting scheduled with Council Member Stardig from the City of Houston regarding a Traffic Management Plan for Wirt Road.

7. CONSENT AGENDA:

7.1 Mayor Pro Tem Maddock made a motion to approve the Consent Agenda as presented including the disbursements presented to Council, Invoice # 12 to HDR for \$9,532.74 for the Pine Creek and Bridle Spur Reconstruction Project and the Minutes from the Special Council Meeting of October 29, 2015, seconded by Council Member Gordy. **A vote was taken to approve the motion approving the Consent Agenda as presented including the disbursements presented to Council, Invoice # 12 to HDR for \$9,532.74 for the Pine Creek and Bridle Spur Reconstruction Project and the Minutes from the Special Council Meeting of October 29, 2015. The vote passed unanimously.**

ADJOURNMENT: Mayor Pro Tem Maddock made a motion to adjourn, seconded by Council Member Post. The meeting was adjourned at 8:53 P.M.

Shannon Whiting, Mayor

ATTEST:

Susan Blevins, City Secretary