

TUESDAY, MAY 19, 2015
REGULAR COUNCIL MEETING
6:30 P.M.

REGULAR COUNCIL MEETING

1. CALL TO ORDER: Mayor Whiting called the City of Hilshire Village Council Meeting to order at 6:35 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Mayor Whiting.

1.2 Pledge of Allegiance:

1.3 Present: were Mayor Shannon Whiting, Mayor Pro Tem Stephanie Post, Council Members Mike Gordy, Edward Davis, Paul Maddock and David Gunn, and Council Member Elect Russell Herron. Also present were City Secretary Susan Blevins, City Engineer Efrain Him, P.E., HDR/Claunch & Miller, Inc., Chief Gary Finkelman, Spring Valley Police Department and City Attorney Kim Mickelson, Olson & Olson.

2. ACTION ITEMS:

Mayor Whiting thanked Jeffrey Klam for his service as Election Judge and all the Election Workers, Christopher Sharkey, Robert Byrne, Bill Swann, Maxine Woelfel, Kathleen Cullen, Glennie Scott Allen, Nancy Polis, Alison Peterman and Michael Peterman. She extended her appreciation to them.

2.1 Council Member Maddock made a motion to approve Ordinance Number 718 of the City of Hilshire Village, Texas, canvassing the returns and declaring the results of the General Election held on May 9, 2015, for the purpose of electing three (3) Council Members for a full term of two (2) years, seconded by Council Member Davis. City Secretary Blevins read the results from the Election Tabulation Sheet. Council Member Position Three (3), Russell Herron had 45 Early Votes and 66 Election Day Votes giving him a total of 111 votes. Council Member Position Four (4), Paul Maddock had 42 Early Votes and 62 Election Day Votes giving him a total of 104 votes. Council Member Position Five (5), David Gunn had 43 Early Votes and 53 Election Day Votes giving him a total of 96 votes. Bill Bristow had 8 Early Votes and 12 Election Day Votes giving him a total of 20 votes making David Gunn the winner. **A vote was taken to approve the motion approving Ordinance Number 718 of the City of Hilshire Village, Texas canvassing the returns and declaring the results of the General Election held on May 9, 2015 for the purpose of electing three Council Members, Russell Herron, Paul Maddock and David Gunn for a full term of two (2) years. The vote passed unanimously,**

2.2 Mayor Whiting recognized Edward Davis for his service to the City as a Council Member and as a Mayor. Mayor Whiting presented Council Member Davis with a Proclamation and a Service Award.

2.3 Mayor Whiting administered the Oath of Office to the three (3) Council Members, Russell Herron, Paul Maddock and David Gunn.

3. REPORTS TO COUNCIL:

3.1 Police Report: Chief Finkelman said it has been a very quiet month in Hilshire Village. He also stated there was an article published regarding the safest suburbs in the Greater Houston Area. Spring Valley and Hilshire Village combined was the 14th in safety.

Recess the Regular Council Meeting for refreshments at 6:50 PM.

Reconvene the Regular Council Meeting at 7:02 PM.

4. CITIZENS COMMENTS/PUBLIC FORUM: None

5. DISCUSSION FOR COUNCIL AND HVCEFFC BOARD: Drew Masterson said there was another opportunity for the Hilshire Village Cultural Education Finance Facilities Corporation. KIPP-Austin was in the process of going out for financing. They are a very highly thought-of-school. The Bond will be guarantee by the Texas Permanent School Fund. The financing is \$4,123,000.00 and the fee the City should receive should be between \$15,000.00 and \$20,000.00, depending on legal fees

6. ACTION ITEMS: (Con't)

6.1 Council Member Maddock made a motion to authorize the Mayor and City Attorney to negotiate with Stearns Corporation for the acquisition of the Right-of-Way for Pine Creek Lane and a Water Meter Vault Site, seconded by Mayor Pro Tem Post. Zach Kirkpatrick with Valbridge Property Advisors stated that his company did an Appraisal Report for the Right of Way and Meter Vault Easement Takings at 8399 Westview Drive. His company researched areas and applied the data and put together the report given to Council. Mayor Whiting asked why they did not include the building right down the street in their appraisal and she was told because it was improved property. She also asked if Valbridge had found out the results of the Stearns protest of his taxes and the evaluation of the property. Zach Kirkpatrick stated they were not able to provide the results. City Attorney Kim Mickelson stated the reason for the agenda item was for Council to instruct the City with how they wanted the negotiations to be handled.

Mayor Whiting supplied Council with a project summary so that Council could make an informative decision. She went over the City's funds available for the Pine Creek Lane–Bridle Spur Project after the expenses for sewer replacement, legal fees and engineering fees to date.

Mayor Whiting said the City could take the Right-of-Way prescriptively but it would take approximately \$7,500.00 for Commissioner's Court and upwards of \$30,000 to \$40,000 in legal fees and then you still have the cost of the property. Mayor Whiting suggested the City could pay up to 100% for the meter vault area and negotiate the roadway since it is being used at this time.

Efrain Him stated the City would be taking the roadway as a prescriptive easement. He said the City could relocate the meter vault to City Hall. The water design would have to be re-engineered if moved to City Hall. Council Member Gordy stated that the roadway can never be used by Mr. Stearns for anything other than the road. Efrain Him said there was a six (6) inch water line under this portion of the road that was installed in 1999. Mayor Whiting said that the City then has a prescribed easement that has never been dedicated. Efrain stated the City could just connect to the water line and not do any work on this particular section of the road.

A vote was taken to authorize the Mayor and City Attorney to negotiate consideration with Stearns Corporation for the acquisition of the Right-of-Way for Pine Creek Lane and a Water Meter Vault Site. The vote passed unanimously.

6.2 Council Member Maddock made a motion to authorize the City Engineer to begin the bid process for the Pine Creek Lane and Bridle Spur Reconstruction Project, seconded by Mayor Pro Tem Post. Mayor Whiting said she has been discussing this with the City Engineer. She said the City could split the project into two different projects, which is not the ideal plan. Efrain Him said one option was to split the project into two different bid packages but he did not suggest this because it would be costly. Another option was to bid the project as is and leave off the portion of the road that belongs to Stearns. The City would then have to put the meter vault at City Hall. He said that the City could then issue a change order when the issue had been settled. **A vote was taken to approve the motion to authorize the City Engineer to begin the bid process for the Pine Creek Lane and Bridle Spur Reconstruction Project. The vote passed unanimously.**

7. REPORTS TO COUNCIL: (Con't)

7.1 Mayor Whiting: Mayor Whiting thanked Robert Byrne for researching and installing the fire markers on the Village roadways and she thanked Greg Whiting for power washing the decking areas around City Hall prior to the elections.

7.2 Engineers Report – Efrain Him said he had been coordinating with **Mennonite Church and with the Schwab Engineers regarding the Right-of-Ways**. He also said he was coordinating with the City regarding the damaged to the street sign at Pine Chase Grove.

The City Engineer was excused at this time.

8. ACTION ITEMS:

8.1 Council Member Maddock made a motion to authorize the change in the Policy and Procedure Manual – Policy Number Section 8-19 (2E) (Purchasing) to read “During normal situations the Mayor has authority to approve purchases under \$2,500.00, seconded by Mayor Pro Tem Post. Mayor Whiting said that with the increase in expenses it was difficult to get anything done with a \$1,000.00 limit. **A vote was taken to approve the motion authorizing the change in the Policy and Procedure Manual – Policy Number Section 8-19 (2E) (Purchasing) to read “During normal situations the Mayor has authority to approve purchases under \$2,500.00. The vote passed unanimously.**

8.2 CLOSED EXECUTIVE SESSION: None

9. DISCUSSION:

9.1 Planning and Zoning: Mayor Whiting said this has been on the back burner but that Susan Blevins has reviewed it and made notes. Council Member Herron volunteered to prepare a summary.

The City Attorney was excused at this time

9.2 Alternate Board of Adjustment Member: Mayor Whiting stated that Steve Stringer had moved from the Village and resigned as a Board Member. She stated that Tom Steffan will move into his place; therefore, leaving a vacant spot as Alternate Board Member. She said the City will accept resumes and will vote next month to fill the position.

10. REPORTS TO COUNCIL: (Con’t)

10.1 Fire Commissioner: Mayor Whiting stated that a facilities consulting firm specializing in fire stations had been hired to evaluate the Fire Station. She stated that the Commissioners had started reviewing the budget and at this time it looks like a four (4) to five (5) percent increase. Salaries would be increasing two (2) percent because they had done a salary adjustment last year. They would also be adding two (2) percent to the retirement plan. Mayor Whiting also said that the plan was to replace the existing ladder truck in two (2) to three (3) years with a 100 foot ladder truck.

10.2 Building: City Secretary Blevins stated there were eighteen (18) permits. One (1) of the permits was for a remodel. There were thirty-eight (38) inspections. There was one (1) Plan Check for a swimming pool at 1307 Friarcreek.

10.3 City Secretary: Council Member Herron asked if the City could have Schwab Development clean up and grade the property to eliminate the standing water. City Secretary Blevins said she would get with the City Engineer to see how he wanted the property handled.

10.4 Treasurer: City Secretary Blevins submitted the Quarterly Investment Report and stated she had attended a two (2) day seminar regarding the investment policies. She went over the financial statement with Council.

11. REPORTS FROM COUNCIL

11.1 Mayor Whiting - None

12. CONSENT AGENDA:

12.1 A vote was taken to approve the motion approving the Consent Agenda including the disbursements, the Minutes from the Public Hearing and Regular Council Meeting of April 21, 2015, and reimbursement for the float for the Fourth of July Parade. The vote passed unanimously.

13. ADDITIONAL COUNCIL COMMENTS: Council Member Herron said he was very impressed with the details of the Council's packet.

14. ANNOUNCEMENTS: Council Member Maddock said he was happy to be re-elected but it would be nice if there were more people interested in running for Council. Mayor Whiting said there were 121 ballots cast and approximately 560 registered voters, which is a 21% turnout making the cost approximately \$41.61 per ballot.

15. ADJOURNMENT: Council Member Maddock made a motion to adjourn, seconded by Mayor Pro Tem Post. The meeting was adjourned at 8:11P.M.

Shannon Whiting, Mayor

ATTEST:

Susan Blevins, City Secretary