

TUESDAY, JANUARY 16, 2018
REGULAR COUNCIL MEETING
6:30 P.M.

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1. CALL TO ORDER: Mayor Herron called the City of Hilshire Village Regular Council Meeting to order at 6:30 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Council Member Gunn

1.2 Pledge of Allegiance:

1.3 Present: Mayor Herron, Mayor Pro Tem Maddock, Council Members Mike Gordy, Robert Byrne, Robert Swanson and David Gunn. Also present were, Spring Valley Police Captain Schulze, City Attorney Scott Bounds and City Administrator Susan Blevins. City Engineer Efrain Him, P.E., HDR, Inc., was teleconferencing in for the meeting.

2. REPORTS TO COUNCIL:

2.1 Police Report: Captain Schulze stated there were seventy-four (74) calls for service in the month of December; however, there were no major incidents. He stated that last night there was an accident on Ridgeley.

3. CITIZEN'S COMMENTS: None

4. COUNCIL DISCUSSION: None

5. REPORTS TO COUNCIL:

5.1 Engineers Report: City Engineer Him stated the survey for **Archley Drive Reconstruction Project** has been received and they are working on the Design Phase.

City Engineer Him stated that he has received additional comments from Lloyd Gosselink on the **TCEQ** Action Plan which he is reviewing and will submit to Council for review once adjustments have been made. The next step is to have a conference call with TCEQ to discuss the Action Plan.

The **Hickory Shadows Backflow Preventer Project** has encountered problems. The existing backflow preventer is currently at an angle and will need to be relocated in order for the new assembly to fit properly. Another issue is it does not appear that the City has a right-of-way from TxDOT at the location of the meter vault. City of Houston will require an easement to pull a permit to replace the water meter assembly and vault.

City Administrator Blevins stated that the homeowner at **1201 Pine Chase** is requesting the previous impervious coverage calculation of 60% be grandfathered. He has shown proof that he had submitted information showing his plan to build a swimming pool at the time his house was built.

6. ACTION ITEMS:

6.1 Mayor Pro Tem Maddock made a motion to authorize payment of HDR invoice for Engineering Services provided to the City for the Archley, Friarcreek and Burkhart Reconstruction Project, Invoice # 1, in the amount of \$1,682.46, seconded by Council Member Swanson.

A vote was taken to approve the motion authorizing payment of HDR invoice for Engineering Services provided to the City for the Archley, Friarcreek and Burkhart Reconstruction Project, Invoice # 1, in the amount of \$1,682.46. The vote passed unanimously.

6.2 Mayor Pro Tem Maddock made a motion to discuss and possibly take action on replacement or removal and relocation of the **backflow preventer** in the Hickory Shadows Subdivision to accommodate future removal and replacement of the Water Meter Assembly and Vault, seconded by Council Member Gordy.

Mayor Pro Tem Maddock amended his original motion to read “Authorize the City Engineer and City Attorney to proceed with an investigation on the cost to remove and relocate the backflow preventer in the Hickory Shadows Subdivision to accommodate future removal and replacement of the Water Meter Assembly and Vault”, seconded by Council Member Gordy.

A vote was taken to approve the amended motion authorizing the City Engineer and City Attorney to proceed with an investigation on the cost to remove and relocate the backflow preventer in the Hickory Shadows Subdivision to accommodate future removal and replacement of the Water Meter Assembly and Vault. The vote passed unanimously.

The City Engineer was excused

6.3 Council Member Byrne made a motion to discuss and possibly take action on removal of the remaining cement, grading and ground cover for the portion of the City property between the fence at the south side of the commercial area and **Pine Creek Lane**, seconded by Mayor Pro Tem Maddock.

Mayor Russell Herron explained that there are remaining pieces of concrete which were previously covered by the remains of the demolition of the commercial area fence and surrounding brush. Council Member Gordy stated the City should remove the remaining debris and clean up the area; however, should not be responsible for maintaining the landscaping. He suggested the residents of Pine Creek Lane pool their resources together to landscape. Council Member Gordy suggested they check with the

Beautification Committee. Council Member Bryne volunteered to research all components of the remaining clean-up and landscaping and to meet with Pine Creek Lane residents and the Beautification Committee then present those options to Council.

Mayor Pro Tem Maddock made a motion to table the motion to discuss and possibly take action on removal of the remaining cement, grading and ground cover for the portion of the City property between the fence at the south side of the commercial area and Pine Creek Lane, seconded by Council Member Gunn.

A vote was taken to table the motion to discuss and possibly take action on removal of the remaining cement, grading and ground cover for the portion of the City property between the fence at the south side of the commercial area and Pine Creek Lane. The vote passed unanimously.

7. ACTION ITEM: CON'T

7.1 CLOSED EXECUTIVE SESSION: None

8. ACTION ITEMS: (CON'T)

8.1 Mayor Pro Tem Maddock made a motion to approve the City of Hilshire Village Ordinance Number 756 replacing Article No. 6.20 in its entirety and to establish rules and regulations concerning disposal of **garbage, trash, rubbish and junk**, seconded by Council Member Byrne.

Council Member Swanson inquired about the changes in the proposed ordinance as compared to what is in place now. Mayor Herron explained the current Waste Control Ordinance is ambiguous, and that the proposed ordinance adjusts the time frame in which waste may be brought street side for pickup. He explained that he has been driving through the City on days in which trash is not scheduled to be picked up and has noticed violations of the existing ordinance. Mayor Herron acknowledged lawn service companies may be servicing yards the day before trash pick-up day, leaving the bags of lawn debris to be removed the following day. He suggested the proposed ordinance account for that and adjust the acceptable time frame for garbage and waste to be the day before garbage pick-up is scheduled, without a time constriction. Mayor Herron noted a new rule in the proposed ordinance which disallowed garbage bins to be visible from the street. He also stated there is a provision regarding dumpsters at residential homes without active construction.

Mayor Pro Tem Maddock amended his original motion to change Section 6.204 (c) of the proposed ordinance to read "Items for collection shall not be placed earlier than the day before the designated day of collection".

A vote was taken to approve the amended motion approving the City of Hilshire Village Ordinance Number 756 replacing Article No. 6.20 in its entirety and with the changes established by Council and to establish rules and regulations concerning disposal of garbage, trash, rubbish and junk. The vote passed unanimously.

9. DISCUSSION;

9.1 Report regarding meeting with Bureau Veritas on review procedures for plan checking for Commercial Construction.

Mayor Herron reported on a meeting held between Gregory Hallmark, the South Texas Business Manager for Bureau Veritas, himself and City Administrator Blevins. Mayor Herron stated the building official who has previously handled Hilshire Village matters has retired and they are hiring a new person to fill the position who will start February 1. A meeting has been scheduled to meet with the new hire to discuss how to move forward with necessary procedures. City Administrator Blevins added that Mr. Hallmark agreed to the City requesting the presence of the building official during commercial pre-development meetings for site inspections and consulting prior to plans being submitted for approval to Bureau Veritas. Council Member Gordy asked if the inspector for the City is consistently the same person. City Administrator Blevins answered that the inspector is the same unless he is out of town. Council Member Gordy asked for clarification on whether or not Zoning Ordinances are reviewed in plan checking at Bureau Veritas. City Administrator Blevins answered that Bureau Veritas does check Zoning Ordinances for residential plans but does not on commercial plans, as most cities have a Commercial Zoning Committee who would approve commercial plans.

9.2 Report on discussion of Community Meeting regarding ordinance enforcement.

Mayor Herron reported that attendance of the meeting provided insight into what the residents believe is and isn't working in the City. He stated that he heard from multiple people that felt the City's procedures in handling day to day issues is sufficient and they support the continuation of these procedures. Mayor Herron stated that it was made clear to him that residents believed it is the Mayor's responsibility to enforce the City's ordinances. He stated the most referenced issues were trash at the street and street parking congestion. Mayor Herron said the need for a code enforcement officer was brought up; however, the priorities of such a position would be to check for trash violations which is currently being taken care of by volunteers, Mayor Herron and Nyle Polis.

9.3 Feeding of the wildlife given the number of coyotes that have been spotted.

Mayor Herron suggested education about the coyotes in lieu of trying to eliminate the coyotes from the area. He said the residents are encouraging the coyotes by feeding them and also unleashed cats have been seen in the neighborhood which may also be a factor. Council Member Swanson added that he has seen coyotes rummaging through trash bags that were left out at the street. Council agreed that the existing ordinances

are sufficient regarding animals, both wild and domestic, and community education outreach is the best option moving forward at this time.

City Attorney was excused.

10. REPORTS TO COUNCIL: (CON'T)

10.1 Fire Commissioner Report: Fire Commissioner Byrne stated Hilshire Village was the only one of the Memorial Villages that had a decrease in emergency calls. He said the Fire Department is still under budget, and they continue to work on the remodeling of the Village Fire Station as well as adding a satellite station for additional EMS service. Commissioner Byrne stated the Village Fire Department is at the highest ranking for response time. He also stated the old ladder truck was sold to a volunteer fire department in North Dakota. The new ladder truck was damaged during a vehicle accident and is being repaired, but leaves the department temporarily without a ladder truck.

10.2: City Administrator: City Administrator Blevins reviewed the Complaint and Issues Report with Council. She stated the parking pad which is against city ordinance on Ridgeley has not been corrected and the city is moving forward with legal action against the homeowner due to no response to previous contact. In regards to the Methodist Church, City Administrator Blevins said personnel keeps changing and she has had a hard time reaching someone who can give her an answer as to when the drainage will be corrected. Mayor Herron suggested a meeting to discuss the issues and come to a solution face to face.

10.3 Building: The Building Report was in Council's Packet

10.4 Treasurer: City Administrator stated she was in the middle of preparing all the documents for the Auditors. She submitted the Quarterly Report to Council.

11. CONSENT AGENDA:

11.1 Mayor Pro Tem Maddock made a motion to approve the Consent Agenda as presented, including the disbursements presented to Council, the Minutes from the Regular Council Meeting, December 19, 2017 and the Minutes from the Special Council Meeting, October 24, 2017, seconded by Council Member Byrne.

A vote was taken to approve the motion approving the Consent Agenda as presented, including the disbursements presented to Council, the Minutes from the Regular Council Meeting, December 19, 2017 and the Minutes from the Special Council Meeting, October 24, 2017. The vote passed unanimously.

10. REPORTS FROM COUNCIL:

10.1 Mayor Herron: None

11. ADDITIONAL COUNCIL COMMENTS: None

12. FUTURE AGENDA TOPICS:

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

13. ANNOUNCEMENTS: None

14. ADJOURNMENT: Mayor Pro Tem Maddock made a motion to adjourn the meeting, seconded by Council Member Gordy.

A vote was taken to approve the motion to adjourn the meeting. The vote passed unanimously.

The meeting was adjourned 8:31 P.M.

Mayor Russell Herron

ATTEST:

Susan Blevins, City Secretary