

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

REGULAR COUNCIL MEETING

1. CALL TO ORDER: Mayor Herron called the City of Hilshire Village Regular Council Meeting to order at 6:31 P.M. at 8301 Westview, Houston, Texas 77055.

1.1 Invocation: was given by Mayor Pro Tem Maddock

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 Engineer Efrain Him, P.E., HDR, Inc, City Attorney Derra Purnell and City Administrator Susan Blevins.

2. REPORTS TO COUNCIL:

2.1 Police Report: Captain Schulze stated there were 76 calls in February, twenty-two (22) of which traffic violations were issued. Mayor Herron brought up safety education due to recent events in Hilshire Village and other surrounding cities. Administrator Blevins suggested the police and fire department get together to conduct a safety seminar on what to do when in a crisis. Captain Schulze confirmed that the fire department and police department are willing to schedule a date with the City to host a Safety Seminar for the residents in response to recent crime reports and requests by citizens for personal safety education.

3. CITIZEN'S COMMENTS:

Nancy Friedman Taub, 1313 Pine Chase Drive, presented to council the issue of a water leak which caused higher than average costs to her water bill. She is requesting assistance in paying the outstanding bill. City Administrator Blevins stated it has been the policy of Council that the City does not aid in payments of water bills due to leaks. Council Member Gunn said in order to consider payment toward the bill he would like to see more information on the bill history for this address as well as what other cost amounts have been rejected by Council in the past. Council Member Gordy suggested developing a long-term policy so as to treat every resident equally with regards to leaks and increases in water bills. Mayor Herron concluded the discussion stating more information shall be gathered to present to Council in order to make a decision.

Out of order

6.3 Mayor Pro Tem Maddock made a motion to nominate and appoint Nancy Polis as the Alternate Member of the Board of Adjustment for a two (2) year period, seconded by Council Member Gunn.

A vote was taken to approve the motion nominating and appointing Nancy Polis as the Alternate Member of the Board of Adjustment for a two (2) year period. The vote passed unanimously.

4. COUNCIL DISCUSSION: None

5. REPORTS TO COUNCIL:

5.1 Engineers Report: City Engineer Him stated the **Archley Drive Reconstruction Project** has been fast tracked, and he is expecting a seventy percent (70%) plan ready by March 30th. Engineer Him said the **fire hydrant** currently located on the **Schwab property** will be relocated to the same area but will no longer be used to replace the hydrant at the Mennonite Church. He stated **Mennonite Church** has submitted a revision for the detention pond which has been approved by City of Houston and HDR has no objections to those changes. Mayor Herron asked if the sidewalk being constructed at Mennonite was a requirement by the City of Houston. Administrator Blevins answered “yes”. Engineer Him stated the Hickory Shadows backflow preventer equipment is in storage waiting to be installed. He suggested to council a not to exceed price of \$15,000 to pay for the labor to install the equipment.

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 # 3, in the amount of \$9,541.67, 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 # 3, in the amount of \$9,541.67. The vote passed unanimously.

6.2 Mayor Pro Tem Maddock made a motion to authorize the City to replace the backflow preventer at Wirt and Hickory Shadows with a new one with a not to exceed price of \$15,000 for the labor repositioning the new backflow preventer to accommodate future removal and replacement of the Water Meter Assembly and Vault, seconded by Council Member Gordy.

Council Member Gordy inquired on the status of communications with TxDOT regarding the easement for the water vault. Engineer Him stated installing the backflow preventer is not contingent upon the easement. City Administrator Blevins stated she was still working on the easement with TxDOT.

A vote was taken to approve the motion authorizing the City to replace the backflow preventer at Wirt and Hickory Shadows with a new one with a not to exceed price of \$15,000 for the labor repositioning the new backflow preventer to accommodate the future removal and replacement of the Water Meter Assembly and Vault. The vote passed unanimously.

7. DISCUSSION:

7.1 Possible Parking Pad Revisions

Mayor Herron presented photos and graphics portraying the width of Hilshire Village streets in relation to the amount of space a fire engine needs to safely travel through. Mayor Pro Tem Maddock stated there are some areas in the City where parking pads are not able to be constructed due to the slope of the ditch, he said those type of areas should be considered for “No Parking” areas. Council Member Gordy said he doesn’t think existing parking pads within the City are built according to ordinance specifications. He suggested altering the restrictions of the parking pad to be more compliable and customizable. Council Member Byrne stated there is an issue with enforcement of the Parking Pad Ordinance. He said there are existing parking pads which were built incorrectly and the City has not been successful in getting those corrected. Engineer Him stated most of the parking pads in violation of the Ordinance were not permitted; therefore, the City did not have an opportunity to correct the improper plans. Administrator Blevins said there is a provision in the City’s ordinances that fines may be assessed for impeding the right-of-way. Mayor Herron stated he would gather more information and return to council with options on how to proceed.

7.2 Pending repairs to paving to the streets that open to Wirt Road (Hickory Shadows, Hilshire Grove and Hilshire Green)

City Engineer Him stated that small patch repairs are unstable and will deteriorate quickly. In order to stabilize the concrete, it will need to be replaced in contiguous sections or panels. Council Member Gordy asked about creating clean cuts in the panels and replacing only the area that is affected if the entire panel is not damaged. Engineer Him said it was possible but that decision depends on where the damaged concrete is. Driveway approaches need a panel at least as wide as the driveway as it takes a lot of wear and tear. Council Member Gordy and City Engineer Him concluded they will walk the area together and develop a plan for repairs.

The City Engineer was excused

7.3 Meeting with First Southwest regarding financing for the Archley/Friarcreek/Burkhart Project

Council Member Swanson stated that the Mayor, City Administrator Blevins and himself met with Joe Morrow of First Southwest and the consensus was to select the option for a seven (7) year Anticipation Note with an interest rate of two and seven tenths percent (2.7%). Mayor Herron stated he analyzed the historical tax rate data with consideration

to the new debt and increased tax rates over time, he also showed graphs indicating those estimated numbers.

7.4 Ordinance revision establishing rules and regulations concerning permit expiration and construction schedule, building permit requirements and trash, litter and construction debris.

City Attorney Purnell will coordinate with the Zoning Committee to ensure section numbers from the International Residential Code and International Building Code are up to date.

7.5 Ordinance revision on the requirement of a fire sprinkler system.

Council Member Gunn stated that all new houses in the City must have a fire suppressant system installed so he agrees with the current policy of requirements for remodels and additions. Administrator Blevins said the cost of installing a fire suppressant system may prevent homeowners from remodeling or upgrading their house. Council Member Gordy stated the assessed value of older homes is assuming the house will be torn down and rebuilt, therefore he supports the current requirements. Consensus among council was to continue with the requirements as they are now.

8. ACTION ITEM: CON'T

8.1 CLOSED EXECUTIVE SESSION: None

City Attorney was excused.

9. REPORTS TO COUNCIL: (CON'T)

9.1 Fire Commissioner Report: Fire Commissioner Byrne stated the fire department is receiving bids for a roof replacement. The estimated total cost is \$275,000 and Hilshire Village would be responsible for an estimated \$8,250 of that cost. He said in the month of February there were eleven (11) calls to Hilshire Village, of those eight (8) were fire related and three (3) were EMS and the travel time average was four minutes and forty-eight seconds.

9.2: City Administrator: City Administrator Blevins reviewed the Complaint and Issues Report with Council. Council Member Byrne inquired about 1306 Glourie being listed multiple times regarding the same safety and security complaint. Administrator Blevins explained that we have been in contact with the contractor regarding the issue and each issue seemed to have been temporarily addressed. She said the property in question has had clean-up work going on in preparation for demolition and that may be the reason for the property being left unsecured. Council Member Byrne asked about the City's liability, should something happen at a vacant property which is in violation of Safety or Security Ordinances. City Attorney Purnell stated that the City has minimal liability in a case where a person trespasses onto a vacant property and injures themselves; however, it is in the interest of the City to make efforts toward correcting violations. Council Member Byrne asked about the parking pad and dead tree removal

at 1323 Ridgeley. Administrator Blevins stated the most recent contact with the homeowner was that he would plant grass over the parking pad and also address Council at this meeting; however, the homeowner did not make an appearance.

Mayor Pro Tem Maddock had to excuse himself early.

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

9.4 Treasurer: City Administrator Blevins stated she used the current budget and reformatted it for reporting the monthly financials so council could see actual year to date figures in the same format.

10. CONSENT AGENDA:

10.1 Council Member Gordy made a motion to approve the Consent Agenda as presented, consisting of the disbursements presented to Council, seconded by Council Member Swanson.

A vote was taken to approve the motion approving the Consent Agenda as presented, consisting of the disbursements presented to Council. The vote passed unanimously.

11. REPORTS FROM COUNCIL:

11.1 Mayor Herron: None

12. ADDITIONAL COUNCIL COMMENTS: Council Member Byrne stated the pool at **12 Pine Creek Lane** is a safety hazard and has been neglected for some time. City Attorney Purnell said the immediate action is to secure the pool, even if it is only temporary, with more boards across the top. She said long term solutions would include written notices requesting the property owner secure the fencing further and possibly fill in the pool with dirt.

Council Member Byrne stated a recent demolition at **1220 Archley** had been completed without evidence of a thorough review prior to demolition. He stated he believes trees could have been saved and the grade of the land was changed during demolition. Council Member Byrne said he believes inspections and plan review by a committee prior to permit issuance are lacking and more attention is needed in that area.

Council Member Byrne said he did not feel the City should be in the position of having to grandfather items. He felt in regards to **1201 Pine Chase** where a decision had been granted to grandfather the intended swimming pool should not have been grandfathered since it was not on the permitted new construction. He felt that only projects represented on the submitted plans should be considered. City Attorney Purnell stated it is State Law to allow such pools to be permitted under the previous ordinance provisions since evidence was provided to the City of the homeowner's intentions to put the swimming pool in.

13. FUTURE AGENDA TOPICS:

Wirt Road/Westview Traffic Safety
Zoning Sections – Fence
Restoration

13. ANNOUNCEMENTS: None

14. ADJOURNMENT: Council Member Gordy made a motion to adjourn the meeting, seconded by Council Member Swanson.

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

The meeting was adjourned 8:28 P.M.

Mayor Russell Herron

ATTEST:

Susan Blevins, City Secretary