

TUESDAY, AUGUST 21, 2018  
PUBLIC HEARING AND REGULAR COUNCIL MEETING  
6:30 P.M.

**REGULAR COUNCIL MEETING**

**1. CALL TO ORDER THE REGULAR COUNCIL MEETING:** Mayor Herron called the City of Hilshire Village Regular Council Meeting to order at 6:33 P.M. at 8301 Westview, Houston, Texas 77055.

**2.1 Invocation:** was given by Council Member Gordy

**2.2 Pledge of Allegiance:**

**2.3 Present:** Mayor Russell Herron, Mayor Pro Tem Maddock, Council Members Mike Gordy, Robert Swanson and David Gunn. Also present were Spring Valley Police Lieutenant Wood, City Attorney Scott Bounds, Engineer Efrain Him, P.E., HDR, Inc. and City Administrator Susan Blevins.

**3. CITIZEN'S COMMENTS: NONE**

**3. REPORTS TO COUNCIL:**

**3.1 Police Report:** Lieutenant Wood stated that in the month of July there were a total of 85 calls for service. Of those 13 were traffic violations. There were no significant events for the month of July. Detectives are working on a burglary incident which occurred on Pine Chase earlier this month. He said a new officer was recently hired. Officer Alvarado brings seven (7) years of experience to the department.

**3.2 Engineers Report:** City Engineer Him said the **Archley Drive** reconstruction project has completed the Quality Control Review of the plans and specifications. The second revision of the Tree Protection Plan is still pending. The project is anticipated to be advertised in September 2018.

Engineer Him stated the Final As-Built Plans for the **Mennonite Church** have been reviewed and approved. He said the finalization of the project at **1109 Ridgeley** is pending correction of the impervious coverage by removing two (2) walking pads.

Engineer Him said they have been coordinating with three (3) fence companies regarding the **Pine Creek Lane gate**; however, only one (1) quote has been received. He stated the received quote is below the previously approved not to exceed cost of \$6,000, this contractor has been issued a purchase order to create a drawing submittal for the City's review.

Engineer Him stated four (4) contractors were contacted and two (2) quotes were received for the paving repairs at **Hilshire Green**. He said the quotes are below the previously approved not to exceed price of \$30,000. Engineer Him addressed Mr. Carey who lives on Hilshire Green who has expressed concerns about water pooling in the street in front of his house. Engineer Him said the gutter line has historically been low and that prevents the water from getting to the drain inlets. The way to fix this issue is to cut and replace the curb to raise the gutter line, this work would require additional requests for quotes as it is not included in the planned repairs for Hilshire Green. Engineer Him said the City does not currently have a policy to determine a time frame for the water to evaporate before considering it a drainage issue versus an aesthetic issue. He said other cities have implemented a 24, 48 or 72-hour rule. Mayor Herron suggested a review of multiple areas in the City that may need the same treatment to correct the flow of water to the drains.

Engineer Him said the City was still waiting on a response from **TCEQ** regarding the Action Plan to address copper and lead exceedance. He stated it seems like they are seriously considering the City's proposal since it wasn't immediately denied and they have turned it over to a program attorney instead of a litigation attorney. Engineer Him said earlier this month documents were prepared requesting a renewal of the Preparedness Plan Waiver granted by TCEQ in 2011 for the requirement to maintain water pressure during power outages longer than twenty-four (24) hours.

#### **4. DISCUSSION AND ACTION ITEMS:**

**4.1** 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 # 9, in the amount of \$12,558.81, 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 # 9, in the amount of \$12,558.81. The vote passed unanimously.**

**4.2** Council Member Gordy made a motion to authorize staff to engage the services of a Contractor to perform pavement point repairs in the Hilshire Green Subdivision for a not to exceed budget of \$30,000.00, seconded by Mayor Pro Tem Maddock.

Engineer Him asked Council if they would like to table this motion until a review of the additional proposed gutter line repairs have been done and the projects could be combined into one budget.

Council Member Gordy made a motion to table the motion to authorize staff to engage the services of a Contractor to perform pavement point repairs in the Hilshire Green Subdivision for a not to exceed budget of \$30,000.00, seconded by Mayor Pro Tem Maddock.

**A vote was taken to approve the motion tabling the motion to authorize staff to engage the services of a Contractor to perform pavement point repairs in the Hilshire Green Subdivision for a not to exceed budget of \$30,000.00 The vote passed unanimously.**

**City Engineer was excused.**

**4.3** Mayor Pro Tem Maddock made a motion to approve the City of Hilshire Village, Texas, Resolution 172 authorizing the Mayor to execute a three (3) year contract with Waste Corporation of Texas LP (WCA) for removal of garbage, rubbish and recyclable material to be effective January 1, 2019, seconded by Council Member Gordy.

Trevor Royal with WCA stated the rate per household is being reduced to the rate of the contract in 2013. Also, there is now a consumer price index cap of three percent (3%). City Administer Blevins said that the City had no issues with WCA's services.

Mayor Pro Tem Maddock asked about the future of recycling services. Mr. Royal said the next couple of years will be uncertain and the costs of handling and disposing of recycling materials has increased substantially. He said he is advocating for education for cities in an effort to ensure all recycling items are properly sorted. He stated that during an audit they found that there was a 40% garbage contamination rate.

**A vote was taken to approve the motion approving the City of Hilshire Village, Texas Resolution 172 authorizing the Mayor to execute a three (3) year contract with Waste Corporation of Texas LP (WCA) for removal of garbage, rubbish and recyclable material to be effective January 1, 2019. The vote passed unanimously.**

## **5. REPORTS TO COUNCIL:**

**5.1 Fire Commissioner Report:** Fire Commissioner Byrne said that in the month of July there were five (5) calls for service. Two (2) were fire alarms and three (3) were EMS. He said the average response time was five minutes and fifty-one seconds (5:51) which included four minutes and fifty-five seconds (4:55) of travel time.

Commissioner Byrne stated that a pre-construction meeting was held on August 15th for the replacement of the Fire Station roof. The replacement is expected to start on September 10th and will take about a month to complete. He said the commission is requesting to allocate funds received from FEMA for Harvey to the fund for roof repair, thus reducing the cost to the City to \$154,000, nearly half of the previously approved amount.

Commissioner Byrne stated that the City and the Fire Marshal met with the Mennonite Church and Thrive Academy regarding a Fire Safety Plan and provided them with forms on fire drills and other requirements in order to receive an occupancy certificate.

Commissioner Byrne said the City of Bunker Hill tabled all discussion items during their Council Meeting regarding the Fire Department. They are still deciding on a course of action.

## **6. DISCUSSION:**

### **6.1 Parking and Traffic Control Ordinance:**

Mayor Herron said the key elements of the ordinance are: no through commercial trucks, clarification of no obstruction of the roadway, no parking within 100 ft of the main entrances, a maximum of five (5) vehicles parked in view on or in front of your property and no overnight parking on the street between 2 - 6 am.

Discussion was had regarding possible restrictions on overnight parking, parking on one or both sides of the street, 48-hour vehicle parking limit, and minimum width of accessible street space for emergency vehicles.

### **6.2 Portable Storage Unit (POD) Ordinance:**

Discussion was held regarding possible restrictions on location of the POD while in use, length of time POD is allowed to be stored on the property, and permitting process for the POD.

## **7. ACTION ITEMS: Con't**

### **7.1 CLOSED EXECUTIVE SESSION: NONE**

City Attorney was excused.

## **8. REPORTS TO COUNCIL: Con't**

### **8.1 City Administrator:**

City Administrator Blevins went over the Complaint Log and Coyote Log with City Council.

Council Member Gordy said he hears the coyotes at night and they have been seen in the area every day.

**Vicki Gordy, 1241 Archley Drive**, said she is scared to take her dog and grandchildren around the block because the coyotes have been so close to their property on a daily basis.

**Ruth Rogers, 1318 Bridle Spur**, said a child was recently attacked in New York and it's only a matter of time before someone is hurt or killed, if nothing is done.

**8.2 Building:** Report is in Council's packet

**8.3 Treasurer:** City Administrator Blevins stated the Quarterly Investment Report was in Council's packet and that she had gone over the financials with the Budget.

## **9. CONSENT AGENDA:**

**9.1** Mayor Pro Tem Maddock made a motion to approve the Consent Agenda as presented, consisting of the disbursements presented to Council and the Minutes from the July 17, 2018, Public Hearing and Regular 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 and the Minutes from the July 17, 2018 Public Hearing and Regular Council. The vote passed unanimously.**

**10. REPORTS FROM COUNCIL: NONE**

**11. ADDITIONAL COUNCIL COMMENTS: NONE**

**12. FUTURE AGENDA TOPICS:**

**13. ANNOUNCEMENTS:**

**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 8:44 P.M.**

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Mayor Russell Herron

ATTEST:

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Susan Blevins, City Secretary