

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

REGULAR COUNCIL MEETING

1. CALL TO ORDER REGULAR COUNCIL MEETING: 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 Council Member Gunn

1.2 Pledge of Allegiance:

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

2. CITIZEN'S COMMENTS:

None

3. REPORTS TO COUNCIL:

3.1 Police Report: Captain Schulze said that for the month of January there were 101 calls for service and 27 traffic citations were issued. There was one (1) theft of a motor vehicle reported early in January, the vehicle has not been recovered.

Mayor Herron said he noticed a Houston Police Department radar detector in the northbound direction of Wirt Road. Captain Schulze stated the Spring Valley radar detector was not capturing the data correctly so they asked Houston to put out a sign. He said he spoke with a Houston Officer who had issued at least 25 tickets in that area.

3.2 Engineers Report: Engineer Him said last week they had the second progress meeting for the **Archley Reconstruction Project**, the contractor has completed the water line work on Archley and Burkhart; however, the connections to the existing system and transfer of services were still pending. All of the pipe bursting of the existing sanitary sewers has been completed. All the services along the Friarcreek subdivision have been completed as well as the single service on Burkhart. The contractor should be done with sewer utilities by the end of the week.

Engineer Him said they received proposed drainage plans for **1233 Archley Drive** which included improvements that encroached on the Harris County Flood Control District. He said the builder was told that they would need to get approval from Harris County Flood Control District to do that work; however, they revised the plans to not affect the protected area.

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

Engineer Him said there was a sewage backup in the **Hickory Shadows Subdivision**. Inframark investigated and found that the pumps were clogged and while jet-cleaning found an obstruction in the line. After televised-cleaning and inspection of the line to locate the issue, a large chunk of concrete was found indicating the sewer collapsed. Engineer Him offered two (2) solutions to council: to point repair or pipe-burst or replace the sewer line for Hickory Shadows.

8205 Burkhart sewage was backing up into the house. The home owner hired a plumber to inspect and found that the main sewer connection was broken due to tree roots and there was a sag in the service line under the road.

Engineer Him said the installation of the **Pine Creek Lane gate** was almost complete. Mayor Herron presented photos of the gate showing large gaps and an unfinished appearance. Robert Byrne stated the reason for the gaps and unfinished appearance was because the gate was not built to the original specifications. Engineer Him stated that he would review the specifications with the contractor.

Engineer Him said since the beginning of 2017 the City has not exceeded the action level on the **TCEQ** Lead and Copper testing. He stated that Lloyd Gosselink will be requesting a cessation on the small system activities to avoid installing additional filtration equipment.

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 Road Reconstruction Project, Invoice # 15, in the amount of \$29,190.13, 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 Road Reconstruction Project, Invoice # 15, in the amount of \$29,190.13. The vote passed unanimously.

4.2 Mayor Pro Tem Maddock made a motion to authorize payment to TLC Trucking & Contracting, Inc. invoice for Construction Services provided to the City for the Archley, Friarcreek and Burkhart Road Reconstruction Project, Invoice # 2 in the amount of \$285,996.28 which includes two (2) change orders, seconded by Council Member Gordy.

Bill Bristow, 1233 Pine Chase Drive, asked council to state the amount of invoice # 1 for this project and the total project cost including the change orders.

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

Engineer Him stated invoice # 1 was for the amount of \$117,782.39 and the total amount for the project was \$1,430,847.76. He said with the change orders the new total is \$1,438,442.76.

A vote was taken to approve the motion authorizing payment to TLC Trucking & Contracting, Inc. invoice for Construction Services provided to the City for the Archley, Friarcreek and Burkhart Road Reconstruction Project, Invoice # 2 in the amount of \$285,996.28 which includes two (2) change orders. The vote passed unanimously.

4.3 Mayor Pro Tem Maddock made a motion to authorize the City to be a member of the Texas 811 One Call System, seconded by Council Member Swanson.

City Administrator Blevins said there is a consistent flow of utility contractors working in various parts of the City and for some of those projects the City receives a fax requesting the water lines to be marked. She said Inframark does not offer that service and on two occasions contractors have hit the water lines. Administrator Blevins stated that there is a two-step process in order to take care of this issue. She said being a member of the 811 system would ensure that calls to them from contractors for work in our City would generate a notification to the City and then the City would need to have someone mark the lines once the notification is received. City Administrator Blevins also stated that the cost for the 811 service is inexpensive at \$0.50 per call, and based on the number of requests currently received the City shouldn't accrue more than \$100 per year.

Mayor Pro Tem Maddock asked about a recent gas line flag marking which was done by CenterPoint in Hickory Shadows. Administrator Blevins explained that when a contractor puts in the call for all utilities to be marked which includes the water authority, AT&T, Comcast, CenterPoint and others, each is then responsible for marking their respective lines in the right-of-way. Mayor Pro Tem Maddock then asked what the cost to the City has been for repairs to our infrastructure due to utility contractors. Administrator Blevins responded that the Pine Creek Lane incident was \$4,000 in repairs plus the cost of the water wasted.

Council Member Gordy asked if the third-party contractors have liability insurance and if they are responsible for water or sewer lines that are damaged due to the lines not being marked properly or accurately. Administrator Blevins said as she understands it, the third-party contractor is responsible for those errors but she will have the City Attorney review contract to make sure that is the case.

A vote was taken to approve the motion authorizing the City to be a member of the Texas 811 One Call System. The vote passed unanimously.

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

4.4 Council Member Gordy made a motion to authorize the City to enter into a contract with an underground utility location services company with a not to exceed price of \$6,000 a year, seconded by Mayor Pro Tem Maddock.

A vote was taken to approve the motion authorizing the City to enter into a contract with an underground utility location services company with a not to exceed price of \$6,000 a year. The vote passed unanimously.

The City Engineer was excused.

4.5 Council Member Swanson made a motion to approve the City of Hilshire Village Ordinance Number 777 Amendment "1" amending the FYE 2018 Budget prior to the auditors adjusting entries, seconded by Mayor Pro Tem Maddock.

City Administrator Blevins said she is balancing the City's financials to the approved budget line by line. She said she is reclassifying the general fund revenue to cover overages in expenses but the total amount is not increased and there is no shortage.

A vote was taken to approve the motion approving the City of Hilshire Village Ordinance Number 777 Amendment "1" amending the FYE 2018 Budget prior to the auditors adjusting entries. The vote passed unanimously.

4.6 Mayor Pro Tem Maddock made a motion to approve the City of Hilshire Village Ordinance Number 778 amending Article 10.300, Section 10.601, 10.604 and 10.607(c) and adding Article 10.700 Section 10.701 of Chapter 10 regulating the parking of vehicles on streets and establishing penalty provisions, seconded by Council Member Swanson.

Mayor Herron stated the Zoning Committee has been working on the parking and traffic regulations which have been separated into two parts. He said Council has previously passed the section regarding parking on private property and general traffic regulations and Ordinance Number 778 covers street parking regulations. Mayor Herron stated the key portions of this ordinance are street striping indicating no parking zones, vehicles may not remain parked on the street for more than 48 hours, and vehicles may not be parked on the street in a manner that impedes the reasonable flow of traffic or the passing through of emergency vehicles. He said the no parking zones would be the south curve of Ridgeley Drive, 100 feet from the intersection of Ridgeley Drive and Wirt Road and the intersection of Ridgeley Drive and Westview Drive.

Robert Byrne, 1305 Bridle Spur Lane, said he recently had an encounter with a Spring Valley Police Officer who asked him to move his vehicle which was parked on the side of the street. He stated that the officer explained that Mr. Byrne did not park with two wheels off the street and it was difficult for the officer to navigate between Mr. Byrne's vehicle and the two other vehicles that had parked across the street

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

from Mr. Byrne. He said that the regulation in the proposed ordinance required a subjective opinion and that the City should establish a protocol for determining course of action under this regulation to prevent future confusion.

City Attorney Bounds said there is a similar state law, section 545.301, which applies outside a business or residence district and is congruent with the idea of what the City is trying to achieve.

Council Member Gordy said he is comfortable with the Spring Valley Police Officers ability to determine when the roadway is impeded and at what point a ticket should be issued.

Don Black, 8002 Bromley Road, said 90% of the street parking is from contractors working on a construction project or a landscaper. He also asked about the status of revising the parking pad regulations because they relieve the amount of space a street-parked vehicle consumes.

Richard Raines, 9 Pine Creek Lane, said he is not in complete agreement with the proposed ordinance, specifically Section 10.601 (b) which states no person shall park in such a way that impedes the ingress or egress of a driveway. He stated the language should be changed to state, "no parking is allowed directly across from a driveway". He also said that limited visibility is an issue on Pine Creek Lane especially for the walkers and bike riders who frequent the street.

David Schwarz, 1310 Glourie Drive, said the City has multiple areas that would require specific language or restrictions to best suit the design of the streets and he advocated for parking pads on Glourie Drive.

Kathleen Bradley, 1339 Friarcreek Lane, said the idea of parking on certain sides of the street on certain scheduled days is too confusing for the general public to follow.

A vote was taken to approve the motion approving the City of Hilshire Village Ordinance Number 778 amending Article 10.300, Section 10.601, 10.604 and 10.607(c) and adding Article 10.700 Section 10.701 of Chapter 10 regulating the parking of vehicles on streets and establishing penalty provisions. The vote passed unanimously.

5: CONSENT AGENDA:

5.1 Mayor Pro Tem Paul Maddock made a motion to approve the Consent Agenda as presented, consisting of the disbursements presented to Council and the Minutes from the January 15, 2019, Regular Council Meeting, the City of Hilshire Village Preliminary January 2019 Financials and Check Registers, seconded by Council Member Swanson.

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

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 January 15, 2019, Regular Council Meeting, the City of Hilshire Village Preliminary January 2019 Financials and Check Registers. The vote passed unanimously.

6. DISCUSSION:

6.1 Proposed changes to Nuisance Section of the Code of Ordinances regarding Portable Storage Containers:

Mayor Herron said the general purpose of the proposed Portable Storage Container Ordinance is to regulate the location, length of time allowed on private property and approved use of the container. There were no further comments from council.

7. CLOSED EXECUTIVE SESSION: None

The City Attorney was excused.

8. REPORTS TO COUNCIL:

8.1 Fire Commissioner:

Commissioner Byrne said there were four (4) fire calls in January and that the average response time is 6:01 minutes with the national standard being 6:50 minutes. There were two (2) EMS calls with average response time of 5:57 minutes with the national standard 6:30 minutes.

Commissioner Byrne stated that on February 6th the Fire Station underwent a bi-annual inspection audit by the Texas Commission on Fire Protection and passed with a score of 100%. He also said the Commissioners were still working with the Contractors on the punch list for the station's new roof. Last month the commission approved a program manager to be contracted with for the first phase of the re-build of the existing station. The contract should be finalized at the next commissioner's meeting. He stated that the commission is also working on Bunker Hill's re-entry to the Interlocal Agreement.

8.2 City Administrator: City Administrator Blevins said the City has received applications for positions 3, 4 and 5 in the General Election and position 2 in the Special Election. She said the Archley construction may be a reason that no new coyote reports have been received.

8.3 Building: Report was in Council's packet.

**TUESDAY, FEBRUARY 19, 2019
REGULAR COUNCIL MEETING
6:30 P.M.**

8.4 Treasurer: Preliminary Financials were included in the Consent Agenda. Administrator Blevins said the Capital Improvement CD matures tomorrow and she will move half of the funds back into the checking account and rollover the other half for another 30 days.

9. REPORTS FROM COUNCIL: Mayor Herron said that he has been working with City of Houston officials on the Wirt and Westview traffic. He said since Hurricane Harvey it has been difficult for Houston to dedicate resources and funds to other improvements. He stated that he has learned that there are other ways to obtain funding for projects like this and will continue to work with Houston and the Spring Branch Management District.

10. ADDITIONAL COUNCIL COMMENTS: None

11. FUTURE AGENDA TOPICS: Bill Bristow, 1233 Pine Chase Drive, said he would like the City to address cut-through traffic between Wirt and Westview. He also stated that he wants the Building Official to attend council meetings to be available for questioning by the citizens. Mayor Herron suggested that council provide City Administrator Blevins with any questions they would like addressed by the Building Official.

12. ANNOUNCEMENTS: None

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

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

The meeting was adjourned at 9:05 P.M.

Mayor Russell Herron

ATTEST:

Susan Blevins, City Secretary