



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
THURSDAY, SEPTEMBER 8, 2016
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Brian Muecke called the meeting to order at 6:38 p.m.

Present: Mayor Brian Muecke

City Councilmembers:

William Johnson

Carrol McGinnis

Barry Putterman

Bob Wiener

Matt Woodruff

Kelly Johnson, City Administrator/City Secretary-Treasurer

Lane Standley, Building Official

David Gott, Police Chief

Lisa Modisette, Assistant City Secretary

Alan Petrov, City Attorney

Absent: None

2. CITIZEN/VISITOR COMMENTS

Tom Speck, 11751 Cawdor Way, stated he was a 27 year resident of Hedwig Village. He requested the city, in light of the proposed tax increase, needs to communicate with the residents. He stated there has been no newsletter from City Hall in the last year and a half. Hedwig Village Police Department (HVPD) sends monthly reports but City Hall has not sent anything out. He stated the tax increase is a very important issue and the residents need more than a notice in the newspaper that nobody reads. He suggested a letter be mailed to the residents explaining in layman language what the city is doing and why. He stated the letter should be also posted on the website as well as sent to residents through the email notification system.

Andrea Hermann, 930 Karos Lane, has lived in the area for over 20 years. She stated this is the second time she has attended a meeting to ask for better communication from the current mayor. She suggested mailing all residents a letter informing them of the website address and the availability of information on the website. Informing the residents of the website would increase participation in city government.

Anne Retzler, 913 Magdalene Drive, stated she agreed with the previous speaker about lack of communication from the city. She stated she had not heard about the discussions concerning the electronic sign ordinance and the tax increase. She heard the information from the Houston Chronicle. She also did not know about discussions concerning the street signs. She said residents should be informed about any decision City Council makes above normal operating expenses, such as the street signs, road work, and tax increases. She stated she hopes the drainage committee takes all previous drainage studies into account when deciding on spending more money on a new study.

Shirley Rouse, 714 Glen Echo Drive, stated she grew up in Hedwig Village on Woodsage and her mother still lives there. She stated the public hearing scheduled for September 22, 2016 conflicts with the Spring Branch Middle School back to school night. She stated the police department does a fantastic job but why the need for a new officer now, what's changed? She stated she is glad drainage is a priority. She encouraged council to focus on drainage and minimize anything else in the budget. She recommended justifying all expenses. She questioned the need for a new detective, she stated the commercial businesses have actually decreased, Academy and Toys R Us are gone, has crime really increased? She asked if there were other ways to improve the use of time for the one detective the department has. She questioned the need to contract with a sales tax consultant, with the anticipation of increased sales tax, when the proposed budget does not show an increase of sales tax. She suggested the budget could be trimmed by \$200,000 to offset the proposed tax increase. She suggested Council get creative in looking at alternatives to the current budget proposal.

Mary Schneider, District Director for Congressman John Culberson, stated Congressman Culberson has made the flood issues his top priority. She stated part of the problem is that local governments are not talking to each other. Governments are not coming together to discuss and solve the issue. She stated the flooding is everyone's problem whether your home floods or not. The voters need to make their voices heard to make this issue a priority at the state level. She stated his office is on Memorial Drive and he will be in town in a few weeks and will be available to meet.

3. **CONSENT AGENDA**– All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

A. Approval of Minutes

Regular Council Meeting – August 11, 2016

B. Approval of General Fund Bills

General Fund Bills - #31934 - #32014
Voided Checks – 0

C. Approval of General Fund Bills over \$2,500

Texas Workforce Commission - \$5,533.00
Lone Star Products and Equipment - \$5,982.19

D. Approval of Construction Fund Bills

0 Items - \$0.00

E. Approval of Police Seizure Bills

0 Items - \$0.00

Councilmember McGinnis moved, Councilmember Putterman seconded, for the approval of the consent agenda.

Councilmembers Johnson, McGinnis, Putterman, Wiener and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – February, 2016 – Kelly Johnson, City Administrator/City Secretary-Treasurer

Kelly Johnson presented the financial report for the city.

- Sales tax for September 2016 is down 12.98% compared to September 2015. Year to date 2016 the sales tax is up 0.64% compared to year to date 2015. August has the sales tax holiday.
- Financials are not available due to timing of the Council meeting and the availability of the bank statements for reconciliation. Financials will be forwarded to Council by email when available.

B. Police Report – August 2016 Crime Report & Statistics – Police Chief Gott

Chief Gott discussed the crime report:

- Two assaults, both family violence
- 41 arrests to include 2 arrests for burglary to motor vehicle, an arrest for forgery, and multiple warrant arrests

C. Fire Department – Meeting – Councilmember Johnson

Councilmember Johnson stated the commission discussed the following:

- Chief Foster completed the Villages Emergency Management Guide
- No meeting in September, next meeting in October

Mayor Muecke discussed the Villages Emergency Management Guide. The Guide brings all emergency departments together in the event of an emergency. Chief Foster created protocols which lists resources for all the Villages. The resources list includes equipment and personnel that will be available.

D. Drainage Committee – Update – Councilmember McGinnis

The Drainage Committee met on September 7, 2016. The Committee expanded the scope of the proposed Master Drainage Study by combining two separate studies into one Comprehensive Engineering Study. He stated the timeline is one month to gather data, a couple of months for modeling of that data, and then identifying possible projects.

E. Planning & Zoning Commission – July Meeting – Councilmember/P&Z Liaison Wiener

Planning & Zoning Commission did not meeting due to lack of quorum. No report.

F. Mayor – Report – Brian Muecke

- Mayor Muecke asked if changes in the public hearing dates already voted on could be made. Kelly Johnson suggested adding a third meeting. Mayor Muecke suggested Tuesday, September 20, 2016 at 6:30 p.m.
- Noise Abatement Update – TxDOT awarded the bid. Construction should start late 2016, early 2017. TxDOT will be working at night and on weekends and the project could take up to 6 months.

G. Building Official – Monthly Report – Lane Standley

Lane Standley discussed the following:

- Permits are flat for August
- 8 new houses under construction
- 1 house in plan review stage
- Church of Christ is still under construction

H. City Administrator – Update on Decorative Street Poles, Website, Budget, and Debris Removal

Kelly Johnson reported on the following:

- Decorative Street Poles – Terry Vick and his crew have replaced all poles between Bunker Hill Road and Piney Point Road
- Website Update – work is slow but ongoing. Kelly Johnson thanked Brandy Jaramillo and Officer Terry Wu for their assistance on the website

5. CONSIDERATION OF ORDINANCES / RESOLUTIONS – The City Council will discuss and consider possible action of the following:

None

6. CONSIDERATION OF CONTRACTS/AGREEMENTS – The City Council will discuss and consider possible action on the following:

- A. Consideration and Possible Action on an Interlocal Agreement between Harris County and the City of Hedwig Village to increase the city's options at acquiring access to debris removal services

The Interlocal Agreement between Harris County and the City of Hedwig Village would increase the City's options in accessing debris removal services. Harris County would handle payment to subcontractors and handle reimbursement paperwork from FEMA.

Councilmember Woodruff moved, Councilmember McGinnis seconded, to approve the Interlocal Agreement with Harris County for Debris Removal.

Councilmembers Johnson, McGinnis, Putterman, Wiener and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

- B. Consideration and Possible Action on a Contract for Disaster Debris Clearance and Removal Services

Mayor Muecke stated Ceres has been an on-call provider of debris removal for Hedwig Village since 2008. Ceres Environmental has the necessary equipment needed to respond to a debris removal situation. The City of Hedwig Village's previous contract with Ceres expired. This contract has been vetted by Houston Galveston Area Council (HGAC). Ceres is a private provider of debris removal services and the location of their field yard is less than 15 miles away. Ceres Environmental has knowledge and experience working with FEMA reimbursement guidelines.

Councilmember Wiener moved, Councilmember Woodruff seconded, to approve the contract with Ceres Environmental for Debris Removal.

Councilmembers Johnson, McGinnis, Putterman, Wiener and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

- C. Consideration and Possible Action on a Contract between the City of Hedwig Village and LJA Engineering, Inc. to provide engineering services for a Master Drainage Plan for the City of Hedwig Village presented by Jeff Cannon, with LJA Engineering, Inc.

Jeff Cannon, with LJA Engineering, Inc. stated the city applied for a grant to cover half the expense of a drainage study from the Texas Water Board. The city’s application was denied. He stated most of the grant funds were awarded for traffic/flood warning systems. Most of remaining funds were awarded to a joint effort between the City of Conroe/Montgomery County/San Jacinto River Authority.

A Master Drainage Plan proposal as previously submitted to the Drainage Committee would have cost the city \$275,000. That plan has been modified, to about \$230,000, with the assistance of the Drainage Committee. The modified plan would not need a cost benefit analysis nor would it need to meet federal and state guidelines.

Jeff Cannon, with LJA Engineering, Inc. stated he attended a meeting with the Drainage Committee regarding the drainage analysis for Beinhorn Road area as a topic.

The Drainage Committee decided to combine the Master Drainage Plan and the Beinhorn Road Drainage Analysis into one Comprehensive Engineering Study. The cost to be approved by council for the Comprehensive Engineering Study would not exceed \$275,000. The contract would give the city the flexibility to move forward with the study, modify the scope of work to be performed, or stop the study at any time.

Councilmember McGinnis asked Jeff Cannon to explain why the city needs another drainage study done at this time.

Jeff Cannon stated the last major drainage study done for this area was in 1994. Other studies done in the 22 years since then were related to projects. He stated Hedwig Village has not had a master drainage study done. He stated the city needs a current drainage study to determine changes in water flows due to all the surrounding development in the last 22 years, such as the removal of the railroad tracks north of the freeway, the expansion of the freeway, the lowering of Bunker Hill Road, and the massive development to the west of the city. He stated the city would not qualify for grant funds without a drainage plan and the city cannot create a plan without a current study. He stated the drainage study will have possible projects and cost estimates associated with those projects. He stated Harris County Flood Control should have all previous drainage studies that have been performed, regardless of what entity commissioned the study. LJA Engineering, Inc. would utilize those previous studies and integrate the information into

the Comprehensive Engineering Study. He stated Harris County Flood Control likes regional plans and solutions.

The Drainage Committee recommends Council approve the Comprehensive Drainage Study, up to \$275,000.

Councilmember McGinnis moved, Councilmember Woodruff seconded, to approve a Comprehensive Engineering Study with LJA Engineering, Inc. to combine the Master Drainage Study and the Beinhorn Road Local Drainage Analysis, in an amount not to exceed \$275,000.

Jeff Cannon stated he would submit another contract for signature that would combine the two separate drainage studies in one Comprehensive Engineering Study with a reduced termination period, per Councilmember Putterman's recommendation.

Councilmember Putterman clarified that Council gave Mayor Muecke the authority to sign a contract with LJA Engineering, Inc. up to \$275,000.

Councilmembers Johnson, McGinnis, Putterman, Wiener and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

Jeff Cannon explained the topographic chart on display in the Council Chamber. He stated the map shows the water flows from west to east. The removal of the railroad tracks and the lowering of Bunker Hill Road appear to add water flowing through Hedwig Village.

Anne Retzler asked about the expansion of Gessner Road and the additional construction north of the freeway at Bunker Hill Road.

Jeff Cannon stated TIRZ (Tax Investment Redevelopment Zone) has stated there is no increase in the runoff water. TIRZ has stated the impervious areas have not increased. Jeff Cannon stated the Comprehensive Engineering Study will show where Hedwig Village is in terms of water flow.

Shirley Rouse asked for an explanation on where the data comes from.

Jeff Cannon stated Harris County Flood Control sets the criteria. LJA Engineering, Inc. uses a program called XPSwim. The data comes from various sources such as previous studies, existing topographic conditions, speaking with residents, and visual observations.

- D. Consideration and Possible Action on a Contract between the City of Hedwig Village and LJA Engineering, Inc. for a Local Drainage Analysis for Beinhorn Road area presented by Jeff Cannon, with LJA Engineering, Inc.
See the motion for Agenda Item 6C.

7. CONSIDERATION FOR REQUESTS FOR COUNCIL AUTHORIZATION - The City Council will discuss and consider possible action on the following:

- A. Consideration and Possible Action on an Official Ballot from Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election for Place 6, Place 7, Place 8, and Place 9

Councilmember Woodruff stated an incumbent is running for each seat up for election. He asked if there is any indication that the incumbents have not done a good job in their positions in the past and was friendly to the concerns of Hedwig Village.

Alan Petrov, City Attorney, stated the Risk Pool is the insurance arm of the Texas Municipal League. The Board sets policy for the Pool, much like a Board of Directors for any corporation. He stated Texas Municipal League Intergovernmental Risk Pool (TMLIRP) responds well and quickly to claims. He stated the Board is functioning well.

Councilmember Woodruff moved, Councilmember Putterman seconded, to vote for the Mary Gauer for Place 6, C.J. Wax for Place 7, Larry Melton for Place 8, and Andres Garza for Place 9.

Councilmembers Johnson, McGinnis, Putterman, Wiener and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

None

9. CLOSED SESSION – The City Council will retire into Closed Session as authorized by Chapter 551; Texas Government Code, to discuss the following matters:

None

10. ACTION – CLOSED SESSION - The City Council will discuss and consider any action necessary on items discussed in Closed Session.

None

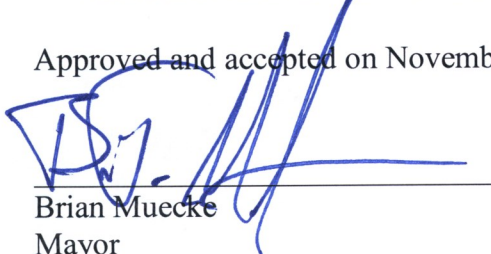
11. ADJOURNMENT

Councilmember Wiener moved, Councilmember Woodruff seconded, to adjourn the meeting at 8:09 p.m.

Councilmembers Johnson, McGinnis, Putterman, Wiener and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on November 10, 2016.



Brian Muecke
Mayor

ATTEST:



Lisa Modisette
Assistant City Secretary