



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
THURSDAY, SEPTEMBER 19, 2019
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Brian Muecke called the meeting to order at 6:31 p.m.

Present: Mayor Brian T. Muecke

Councilmember Harry J. Folloder	Kelly Johnson, City Admin./Secr.-Treasurer
Councilmember Dane Johnson	Zach Petrov, City Attorney
Councilmember Susan Mathews	Paul Warner, Police Captain
Councilmember Shirley Rouse	Kevin Taylor, Building Official
Councilmember Matt Woodruff	Evan DuVall, Assistant Building Official
	Lisa Modisette, Assistant City Secretary

Absent: None

2. CITIZEN/VISITOR COMMENTS

Eli Roberts and Owen Duggan, Boy Scouts with Troop 642, attended the meeting to earn requirements for the Citizenship in the Community Merit Badge.

Victor Malbrel, Boy Scout with Troop 1089, attended the meeting to earn requirements for the Communication Merit Badge.

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

August 15, 2019 Joint Public Hearing
August 15, 2019 Regular Council Meeting
August 16, 2019 Budget Workshop

B. Approval of General Fund Bills

General Fund Bills
Voided Checks – none

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

Wells Fargo Credit Card - \$3,321.52	Accutek - \$2,840.00
Sales Tax Assurance - \$3,600.00	LJA Engineering - \$4,934.25
Harris County Appraisal District - \$6,312.00	
Schaumburg & Polk - \$3,030.00	Johnson Petrov - \$3,233.33

D. Consideration and Possible Action on an Agreement with Harris County pertaining to the City's donation of \$2,500 to the Spring Branch Memorial Library to share in the cost to purchase library materials.

E. A Resolution nominating a candidate to the Harris County Appraisal District Board of Directors.

Councilmember Woodruff moved, Councilmember Johnson seconded, to approve the Consent Agenda.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – August 2019 – Kelly Johnson

Kelly Johnson discussed the following:

- The City has \$2.5 million in restricted funds and \$1.1 million in available funds for a total of \$3.6 million.
- The sales tax for 2019 is 0.47% higher compared to 2018.
- Revenues and expenditures are on track for the year. Revenues for the budget year are slightly increased year to date and expenditures are slightly lower year to date.

B. Police Report – August 2019 Crime Report & Statistics – Captain Paul Warner

Captain Warner discussed the following:

- The City had 18 Burglary of a Motor Vehicle (BMV) in August 2019.
- The rain event today caused issues throughout the City. The major roadways through the City had deep standing water. There were numerous flooded vehicles in the City.

Councilmember Folloder commented regarding the reduction in tickets that are written. He asked if that is a result of reduced manpower.

Captain Warner stated the police department has three new officers. They are currently in the training program. He does not anticipate a problem.

Councilmember Rouse asked Captain Warner to discuss an event that occurred at Echo Lane and Taylorcrest. There was an auto accident and the suspects fled on foot.

Captain Warner stated the event was a pursuit by the Texas Department of Public Safety (DPS). One suspect was caught and arrested, another suspect got away and is still at large. Additional individuals were arrested for attempting to assist the suspects. Hedwig Police Department assisted the DPS officers when the suspects fled the vehicle.

Councilmember Woodruff asked how the police department communicates with residents in situations like this in order for the residents to be kept current with information.

Captain Warner stated Chief Gott uses an email notification system. The sign up for the email notification system is located on the home page of the City website. He stated there is a reverse 9-1-1 system which is time consuming to update. The event would most likely have been over by the time the reverse 9-1-1 system sent out a notification. He stated there are products on the market for mass notification; however, during an event the police priority would be to focus on the event.

C. Fire Department – Meeting – Bill Johnson, Fire Commissioner

Commissioner Johnson discussed the following:

- The Board of Commissioners have approved a maternity leave policy.
- The Board of Commissioners have tabled a family leave policy.
- The fire department is currently looking for a temporary location to maintain Village Fire Department operations during the renovation. The school district has been approached for use of district property for temporary facilities. The school district will be renovating the administrative building and will be unable to let the fire department use the parking lot.
- The fire department is in the process of replacing the pumper. A facility in South Dakota has been chosen to construct the new pumper.

D. Beautification – Update – Andrea Hermann, Committee Member

Member Hermann discussed the following:

- The new Memorial Tree Plaques look nice. She thanked the City for installing them.

Mayor Muecke thanked Angie Ventura and Terry Vick for their input for the new Memorial Tree Plaques.

E. Mayor – Monthly Report – Brian Muecke

No report.

F. Building Official – Monthly Report – Kevin Taylor, Building Official, and Evan DuVall, Building Official

No report.

G. Planning & Zoning Commission – Meeting Update – Pat Murphy, Planning and Zoning (P&Z) Chairperson

Councilmember Mathews thanked Councilmember Rouse for creating the P&Z tracker. She stated she revised the tracker to include approved ordinances and pending P&Z agenda items.

Chairperson Murphy discussed the following:

- Spring Branch I.S.D. made a presentation on the proposed Memorial High School Renovation PUD.
- A sub-committee was formed regarding the proposed PUD for the Memorial High School project. The sub-committee members are Chairman Murphy, Member Scott Davis, and Member Bitsy Searcy. The sub-committee has met, at various times, with Councilmembers Mathews and Rouse, Kevin Taylor and Evan DuVall, Cary Moran, City Forester, and Jeff Cannon, City Engineer. The sub-committee has submitted a preliminary report regarding the proposed PUD for the high school. The sub-committee raises the following concerns regarding the proposed high school renovation:
 1. Fencing - The fencing, as presented on the 09/13/2019 updated renovation presentation still does not address P&Z concerns in relation to security, noise, or aesthetics. The school district's plan does not address a useable method for residents to walk through the school property in order to reach the commercial district.
 2. Trees – P&Z is comfortable with the City Forester's recommendations to protect the trees on the high school property. The school district needs to submit a new tree survey, a new tree removal plan, and a tree replacement plan for review.
 3. Westside drainage – The school district's drainage plan is to replace an existing twenty-four-inch pipe on the westside of the school property with a thirty-inch pipe. The city drainage consultant recommends replacing the twenty-four-inch pipe with a forty-eight-inch pipe. P&Z is comfortable with the recommendation by the City Drainage Engineer.
 4. Tennis courts – P&Z believes some school facilities, such as the tennis courts, should be available for public use when not in use by the school. The proposed plan does not address the public's use of the tennis courts.
 5. Traffic – The latest Traffic Impact Analysis (TIA) has numerous concerns for P&Z. The TIA does not address pedestrian safety. The students walking from the field house and/or Memorial Church of Christ is not addressed in

the TIA. The numerous non-sanctioned student drop-off and pick-up points are also not addressed. The existing northbound school traffic is not mitigated in the TIA. The proposed parent drop-off/pick-up locations are not adequate to replace the current two authorized locations and the unauthorized parent drop-off/pick-up locations. P&Z is of the opinion that the proposed traffic plan will not improve traffic around the school. Additional traffic solutions should be considered.

Mayor Muecke asked if Lokesh Krishnan, the Traffic Engineer who reviewed the TIA for the City, has created a diagram or a graph of his traffic solutions for the City.

Chairperson Murphy stated Mr. Krishnan will have his solution ready soon.

Councilmember Rouse stated the school district renovation plan does not appear to address the many sporting events held at the high school. The plan does not address the parking necessary for such events.

Chairperson Murphy stated Planning & Zoning (P&Z) will try to issue a final recommendation on the Memorial High School Renovation PUD by the Council meeting in October 2019.

Councilmember Johnson asked if the school district was aware of the concerns held by P&Z.

Chairperson Murphy stated the school district is aware of the concerns addressed this evening. The concerns have been mentioned at several previous meetings at which the school district was in attendance.

H. City Administrator – Monthly Update – Kelly Johnson

No report.

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

- A. A Resolution designating a Representative and Alternate to the Houston-Galveston Area Council (H-GAC) General Assembly for 2020.**

Councilmember Folloder moved, Councilmember Woodruff seconded, to approve Mayor Brian T. Muecke as the Representative and Councilmember Dane Johnson as the Alternate to the H-GAC General Assembly.

Councilmembers Folloder, Mathews, Rouse, and Woodruff voted “Aye”, “Noes” none. Councilmember Johnson abstained from the vote.

MOTION CARRIED UNANIMOUSLY

- B.** A Resolution to amend the 2020 Village Fire Department Budget for the Facility Fund 4 in the amount of \$1,500,000.00 with Hedwig Village's 2020 Assessment being \$277,500.00 (18.50%).

The preliminary renovation budget estimate of \$3.5 million was first created in 2017. Construction costs have increased in the years since. A more complete renovation budget estimate has been completed with a total construction cost of \$4.9 million. The Board of Commissioners will request bids for the renovation in November 2019. The final construction budget estimate will be updated at that time.

The proposed resolution would authorize the increase for the Village Fire Department FY2020 Budget in the Facility Fund 4 by \$1.5 million to account for the increase in the renovation construction budget estimate.

The renovation estimated cost is significantly less than the estimated cost of a new building. A new building would cost approximately \$7.8 million dollars. The renovated building should last the VFD for approximately twenty years.

Councilmember Johnson asked what the useful life of a new fire station would be.

Fire Commissioner Johnson stated the useful life of a new station would be approximately ten years more than the renovated building useful life.

Councilmember Johnson asked for the reason behind the temporary relocation space the fire department is attempting to find.

Fire Commissioner Johnson stated the fire department will need a location to maintain services and to park the equipment. The City of Hedwig Village will provide the fire department with administrative space. The fire department is in discussion with the property owner located at the southwest corner of the I-10 Frontage Road and Piney Point Road for another temporary relocation space.

Councilmember Folloder moved, Councilmember Woodruff seconded, to approve the resolution to amend the 2020 Village Fire Department Budget for Facility Fund 4 in the amount of \$1,500,000.00 with Hedwig Village's 2020 Assessment being \$277,500.00 (18.50%).

Councilmembers Folloder, Johnson, Mathews, Rouse and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

- C.** A Resolution of the City Council of the City of Hedwig Village, Texas, approving Amendment #5 to the Village Fire Department Interlocal Cooperation Agreement granting

the Board of Commissioners the power to enter into a contract to provide fire and emergency medical services to the City of Bunker Hill Village.

Fire Commissioner Johnson stated the proposed resolution would authorize the Village Fire Department (VFD) to enter into an agreement to provide fire protection and emergency services to the City of Bunker Hill Village.

Mayor Muecke stated that Olson & Olson, City Attorney for most of the other Villages, was reviewing the documents referenced by agenda items 5C through 5E. He stated he anticipates questions from the attorneys regarding the legal points of the documents. The attorney's questions and answers may not change the language of the documents.

No action taken.

- D.** A Resolution of the City Council of the City of Hedwig Village, Texas approving a Mutual Release Agreement between the Village Fire Department, and individually, each of its member cities (the City of Hedwig Village, the City of Hilshire Village, the City of Hunters Creek, The City of Piney Point Village, and the City of Spring Valley Village) and the City of Bunker Hill Village and authorizing execution of the agreement by the Mayor and providing an effective date.

Fire Commissioner Johnson stated the proposed resolution would authorize a mutual release agreement between the Village Fire Department, the five member Cities, and the City of Bunker Hill Village.

No action taken.

- E.** A Resolution of the City Council of the City of Hedwig Village, Texas, approving the Interlocal Agreement for fire protection and emergency services between the City of Bunker Hill Village and the Village Fire Department and authorizing the fire commissioner to approve.

Fire Commissioner Johnson stated the proposed ordinance would approve an Interlocal Agreement between the Village Fire Department and the City of Bunker Hill Village.

No action taken.

- F.** An Ordinance of the City Council of the City of Hedwig Village, Texas, amending Chapter 30, Environment, Article V, Outdoor Lighting Regulations, of the Code of Ordinances of the City of Hedwig Village, Texas to regulate outdoor lighting, for the purpose of adopting Dark Sky recommended outdoor lighting regulations and reducing light pollution within the City of Hedwig Village, Texas.

Evan DuVall, Assistant Building Official, stated the ordinance would cover the lighting in the commercial districts to ensure the parking lot lights are not overly bright and that there is no light spillage onto neighboring properties. The ordinance would also cover any

lighting that results from new residential construction. He stated new construction will be required to submit a photometric study before construction completion and again after completion to ensure lighting meets with City standards.

Councilmember Woodruff expressed concern regarding the required photometric survey for new residential construction. He stated the residential districts should not be expected to meet a lighting standard that has not been established.

Evan Duvall stated the photometric survey would show the new residential lighting does not spill over onto neighboring properties.

Councilmember Woodruff moved, Councilmember Folloder seconded, to approve the ordinance to amend the outdoor lighting regulations.

Councilmembers Folloder, Johnson, Mathews, Rouse and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

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

None

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

A. Appointment of a Municipal Court Prosecutor.

Chris Gore, Hedwig Village lead prosecutor, recommends appointing an additional prosecutor to assist with the day court docket.

Councilmember Johnson moved, Councilmember Folloder seconded, to appoint Anita James as an alternate prosecutor for the City.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

A. Discussion regarding the 2020 Proposed Budget.

No discussion.

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

- A. As authorized by Section 551.071, Consultation with Attorney, of the Texas Open Meeting Act, concerning contract negotiations pertaining to the Village Fire Department Interlocal Agreement.

City Council adjourned into Executive Session at 8:16 p.m.

City Council reconvened into Open Session at 8:28 p.m.

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

- A. Consideration and Possible Action pertaining to the Village Fire Department Interlocal Agreement.

None.

11. ADJOURN

Councilmember Folloder moved, Councilmember Rouse seconded, to adjourn the meeting at 8:29 p.m.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on November 21, 2019.

ATTEST:



Brian T. Muecke, Mayor



Lisa Modisette, Asst. City Secretary