



**CITY OF HEDWIG VILLAGE, TEXAS
MONTHLY CITY COUNCIL MEETING
FEBRUARY 9, 2023
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Jinks called the meeting to order at 6:32 p.m.

Present: Mayor Tom Jinks

Councilmember Patrick J. Breckon
Councilmember Shirley Rouse
Councilmember Clay Trozzo
Councilmember Matt Woodruff
(arrived at 6:59 p.m.)

Wendy Baimbridge, City Administrator
David Gott, Police Chief
Lisa Modisette, City Secretary
Alan Petrov, City Attorney

Absent: Councilmember Scott Davis

Ian Knox, Building Official

2. PLEDGE OF ALLEGIANCE

Mayor Jinks led the City Council, City staff, and visitors in the Pledge of Allegiance.

3. CITIZEN/VISITOR COMMENTS

Tom Roth, 854 Pecanwood, asked if the City ordinance allowed trees to be saved on construction sites. Alan Petrov, City Attorney, stated that a developer could clear all the trees on a lot if the tree fee were paid.

Rachel Jones, Emily Ganim, and Cari Curtis, on Duart Drive, spoke in favor of the proposed amendment to the Dog/lease ordinance.

Bob Wiener, 899 Gaylord Drive #150, spoke in favor of the Tree Advisory Board. He also is in favor of planting trees along the I-10 service road.

Grayson Hilburn, Field Representative with Congressman Wesley Hunt's District Office, introduced himself.

4. REPORTS

A. Police Report – January 2023 Crime Report & Statistics, 2022 Annual Report, 2022 Racial Profiling Report – Captain Paul Warner

Captain Warner discussed the following:

- The Racial Profiling Report is mandated by the State of Texas to present the report to the governing body. The report does document there is not a racial profiling issue within the Hedwig Village Police Department.
- The department's Annual Report was presented to City Council for review and is posted on the department's webpage.
- Chief Miller and Chief Gott met regarding providing assistance when needed.

- Two suspects were arrested for burglary at the library. The suspects stole approximately \$29 dollars from the coin operated copy machine. This is part of a larger countywide crime ring. Several cases from several area departments will be cleared due to the arrest.

Councilmember Rouse asked about the ratio of traffic citations and warnings issued.

Captain Warner stated there are more tickets being issued due to more traffic on the roads.

Mayor Jinks stated traffic stops contribute to lower crime rates.

B. Fire Department – Mayor Tom Jinks, Alternate Commissioner and Councilmember Woodruff, Commissioner

Mayor Jinks reported on the following:

- The Board of Commissioners meeting is holding a Special meeting this evening. Councilmember Woodruff is in attendance at that meeting.
- At the Board meeting last month, Howard Miller was appointed as Interim Fire Chief. Chief Miller has been with the Village Fire Department since June 1980. He holds several certifications, including Master Firefighter, Fire Safety Officer, and Fire Inspector. He is also a licensed paramedic. He attended the National Fire Academy Executive Fire Officer training. He has certifications from the National Incident Management System (NIMS) and is Blue Card Command Certified. He has served the Villages as the Emergency Management Coordinator since 2009.

Councilmember Woodruff, who arrived after the conclusion of the Fire Commission meeting, discussed the following:

- The Board Commissioners will budget more realistically in the future.
- The Commissioners voted to transfer funds from the Facility Fund to the General Fund to pay for roof repairs to the annex building.

Chief Miller, who attended after the conclusion of the Fire Commission meeting, discussed the following:

- He is honored to fill the role as Interim Fire Chief.
- Will meet with hospital administrators to discuss reducing the "wall time" the personnel experience when transporting a patient to the hospital.

C. Beautification – Kathryn Schenk, Chair

Kathryn Schenk discussed the following:

- The committee will plant trees throughout the City with their 2023 budget, probably in November or December.

D. Streets and Drainage Committee – Councilmember Rouse, Chairperson

Councilmember Rouse discussed the following:

- The committee did not meet last month. A meeting will be planned for the end of February.

- IDS is working on getting the bids for two projects published, the storm sewer cleaning project and the Hedwig Way and Hedwig Circle resurfacing project. A meeting will be held to review the bids received for these two projects.
- IDS is working on the design aspect of the Westside Project.

E. Building Official – Ian Knox, Assistant Building Official

No verbal report. The written report stated:

- The traffic light at Memorial High School – the software has been installed and is functioning. A training took place with city staff on how to manage the software.
- Design guide – a Joint Workshop will be held on March 9, 2023 with City Council and Planning & Zoning members to give input regarding the design guide. Kendig Keast plans to tour the commercial districts prior to the workshop.
- St. Cecilia Church – renovations are ongoing.
- Commercial development – there are 6 projects currently approved.
- Residential development – there are 4 projects currently approved.
- Tree removal permits – one unhealthy tree approved for removal with a replacement mature live oak tree planted in the same location.

F. Planning & Zoning Commission – Councilmember Trozzo, Council Liaison

Councilmember Trozzo discussed the following:

- A Joint Workshop will be held on March 9, 2023 for P&Z and City Council to give input to Kendig Keast regarding the design guide. Kendig Keast is currently reviewing the Planning and Zoning Code.
- Several projects may be presented to P&Z soon through the Planned Unit Development (PUD) process.
- Parking ratios were discussed at the January meeting.

G. Financial Report – January 2023 - Wendy Baimbridge - City Administrator/Treasurer

Wendy Baimbridge discussed the following:

- The City has \$6.12 million in available funds and \$6.01 million in restricted funds for a total of \$12.1 million.
- The City is 8.33% through the budget year.
- Sales tax is approximately 4% lower year to date compared to the same period as last year.
- Mixed beverage tax received by the City for December was \$11,984.

H. City Administrator – Monthly Update – Wendy Baimbridge - City Administrator/Treasurer

Wendy Baimbridge discussed the following:

- City personnel completed several training classes, Elections, Risk Management, and Investments.
- Howard Miler, Interim Fire Chief, met with the City Administrator this afternoon.

I. Mayor – Monthly Report – Mayor Tom Jinks

Mayor Jinks discussed State of the City:

- New crosswalk painted on Taylorcrest at Blalock.
- A protected turn lane was added to the traffic light on Bunker Hill Road at Gaylord Drive.
- Hedwig Village hosted the January 2023 meeting of the Harris County Mayors' and Councils' Association at The Goodman at the Village Towers.

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

- A.** An Ordinance of the City of Hedwig Village, Texas Amending Chapter 14, Article VII, Trees, of the Hedwig Village Code of Ordinances by Adding Section 14-250, Public Trees, to Create a Tree Advisory Board and Establish Practices Governing the Planting and Care of Trees on Public Property.

Councilmember Shirley Rouse stated the City has expressed an interest in becoming a Tree City USA. The requirements include:

- Establish a Tree Advisory Board to be responsible for management of public trees.
- Establish a tree ordinance governing the health and care of public trees.
- Budget a minimum \$2 per capita on urban forestry.
- Recognize and celebrate Arbor Day (first Friday in November in Texas).

The City has agenda items at this meeting to approve the public tree ordinance, which establishes a Tree Advisory Board, and the proclamation recognizing Arbor Day. The City already spends \$2 or more per capita on tree care and maintenance. The City can communicate with residents through the newsletter, the City's website, emails, and the new resident packet.

Councilmember Rouse thanked Parks and Beautification member Andrea Hermann for the initial research into the requirements for this designation. She also thanked Wendy Baimbridge, City Administrator, for her assistance on applying for this designation.

Motion was made by Councilmember Woodruff and seconded by Councilmember Trozzo to approve the Ordinance as presented. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

- B.** Discussion and Possible Action on an Amendment to Chapter 10, Animals, Article III, Dogs, Division 2, Dogs running at large, of the Hedwig Village Code of Ordinances.

Councilmember Patrick Breckon stated several residents walk their dog using an electronic collar (e-collar). The police department has told at least one of these residents that the current animal ordinance does not allow e-collars. Councilmember Breckon recommend amending the ordinance to allow e-collars.

Several residents spoke in favor of the amendment. One resident spoke in opposition to the amendment stating e-collars are not effective.

City Council made the following amendments to the Animals ordinance:

- Add a definition for "Animal Control Officer"


MOTION CARRIED UNANIMOUSLY

Approved and accepted on March 9, 2023.



Tom Jinks, Mayor

ATTEST:



Lisa Modisette, City Secretary