



Regular Council Meeting Minutes

Tuesday, December 20, 2022 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

This meeting was held in person with remote attendees present.

1. CALL TO ORDER Mayor Buesinger called to order the Regular Council Meeting at 6:31 P.M.

1.A. Mayor Pro Tem Maddock gave the **Invocation**.

1.B. **Pledge of Allegiance**

1.C. **PRESENT**

Mayor Bob Buesinger
Council Member Mike Gordy
Council Member Justin Crawford
Council Member Andy Carey
Mayor Pro Tem Paul Maddock

ABSENT

Council Member David Schwarz

Also Present Were: City Attorney Bounds, Olson & Olson, City Engineer Him, City Engineer Vasquez, HDR Engineering, Spring Valley Police Chief Schulze, Captain Lane, City Administrator Blevins, City Secretary Stephens, and City Clerk Ray.

2. CITIZEN'S COMMENTS

Ron Presswood, 8202 Burkhart Road, said, "

Liz Swain, Bunker Hill, stated, "

Zandra Anderson, 8214 Mallie Court, said, "

Nancy Friedman Taub, 1313 Pine Chase Grove, stated, "

Kay Morgan, 15 Pine Creek Lane, said, "

Regina Giovanni, 13 ____ stated, "

Cheryl Wolfe, 1314 Pine Chase Drive, said, "

3. REPORTS TO COUNCIL

- 3.A. **Police Report:** Captain Lane said that there were 286 calls for service in November, 163 being business checks, 88 public relations, and 11 traffic violations.

Captain Lane stated that the Flock camera installation was a success; all are functional.

Captain Lane said that in preparation for the cold weather homeowners should secure their sheds and outdoor buildings to prevent animals and people from seeking shelter there.

- 3.B. **Building Official Report:** There were no outstanding items to report.
- 3.C. **Engineer Report:** Engineer Vasquez said that they continue to review new construction plans. He stated that the **1209 Pine Chase Drive** inspection resulted in identifying some saplings and dead trees for removal.

Engineer Him stated that the **Wirt Road Safety Project** is still under review by the City of Houston and Harris County. He said that he has been communicating with Mr. Laguna on the design of the sidewalk and the need for updated utility surveys. Engineer Him said that Harris County Commission did not put the item on the November agenda, but had responded that they hoped to include it in the December meeting agenda.

Councilmember Carey asked about the asphalt patch on **Pine Creek Lane**. Engineer ___ said that the patch will be redone after the construction at 12 Pine Creek Lane is complete, limiting the amount of heavy equipment driving over it.

Robert Byrne, ___ Bridle Spur Lane, asked about the status of the erosion control project at 1310 Ridgeley Drive as he believes it to be complete. Wants to know about pipes?

4. DISCUSSION

4.A. Discussion of Tree Ordinance Limitations

City Administrator Blevins said that she would like for the Council to review the tree ordinance. She stated that there are a lot of calls from citizens and council members asking if their neighbor has a permit to remove a tree and why it is being cut down. Administrator Blevins said that she appreciates the awareness of neighbors and wants to make sure that the ordinance protects the trees in the City.

Administrator Blevins said that the \$25 fee for a tree removal permit does not cover the cost of the arborist to inspect after removal. She stated that the City relies on the property owner to report the number of trees remaining after a removal. Administrator Blevins said that for new homes there are inspections required before and after construction.

4.B. Discussion of Artificial Turf Applications in Front Yard

Administrator Blevins said that the City discourages property owners from installing artificial turf in the front yard, but there is no ordinance prohibiting it. She stated that the turf would not be allowed in the right-of-way.

Engineer Him said that the permeability of the artificial turf is dependent on the base material and if a waterproofing layer was installed.

Council Member Gordy said that standards should be developed for back yard installations as well.

4.C. **Discussion of the delayed lighting renovation project for the city hall building budgeted in FYE 22 and its effect on the FYE 23 Budget**

City Administrator Blevins said that the order for the light fixtures as part of the City Hall interior renovation has been delayed. She stated that the carpeting and painting has been completed. Administrator Blevins said that she spoke with the City auditor and recommends leaving the budgeted \$23,911 for the lighting upgrade in the fund balance to be carried over into 2023.

5. DISCUSSION AND POSSIBLE ACTION

5.A. **Discussion and Possible Approval of the City of Hilshire Village, Texas Ordinance Number 827-2022 providing for the holding of a General Election on May 6, 2023**

Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Carey.

___ said the election is for council member positions three (3), four (4), and five (5).

Voting Yea: Council Member Gordy, Council Member Crawford, Council Member Carey, Mayor Pro Tem Maddock

The motion carried 4-0.

5.B. **Discussion and Possible Approval of a payment plan to the Texas Comptroller of Public Accounts for sales taxes received erroneously**

Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Carey.

Administrator Blevins said that a Hilshire Village citizen had paid \$21,596.64 of sales tax to Hilshire Village which should have been paid to the City of Houston. She said Hilshire Village has to pay that money back but there is an option for installments of \$459 per month. She stated that the City is already in another payment plan for undue sales tax from another entity with a remaining balance due of \$2,931.53.

Voting Yea: Council Member Gordy, Council Member Crawford, Council Member Carey, Mayor Pro Tem Maddock

Motion carried 4-0.

5.C. **Discussion and possible approval of a Village Fire Department Budget Transfer or Amendment to cover overtime for personnel for an emergency that might arise between now and December 31, 2022.**

Mayor Buesinger said that there is no action necessary on this agenda item. He stated that the Fire Commission was able to schedule an emergency meeting and had representation from each member city. Mayor Buesinger said that the commissioners approved a transfer of \$20,000 from the Salaries and Healthcare Fund to cover overtime expenses.

6. CLOSED EXECUTIVE SESSION: The Council did not convene into an executive session.

7. REPORTS TO COUNCIL

7.A. **Fire Commissioner's Report:** Mayor Buesinger said that the department is fully staffed and ___ is training under Fire Marshal Kattner. He stated that the two (2) ambulance chassis have been ordered and delivery is expected mid to late spring.

Mayor Buesinger said that the contractor has taken responsibility for the incorrect installation of the fire station roof. He stated that the roof will be replaced in sections to limit operational disruptions, and the project will not start until all materials have been received.

Mayor Buesinger stated that the commission approved for a coating to be applied to the annex roof including caulking around the windows to cost \$20,000.

Ambulance wait times trending down, ___ Hospital has the quickest admit time.

Mayor Buesinger said the next fire commission meeting is January 25, 2023.

There were comments and questions from the audience regarding the Village Fire Department which were not discussed publicly per advice by Attorney Bounds.

7.B. **Mayor Buesinger's Report:** Mayor Buesinger thanked the City Council for their volunteered time and dedication.

7.C. **City Administrator's Report:** Administrator Blevins said that there is an additional invoice to be added to the Consent Agenda, it is from HDR Engineering and she reminded them of the deadline for council agendas.

Administrator Blevins stated that the Lift Station Generator will have the meter installed tomorrow by CenterPoint and should be functional before the freeze. Council Member Gordy said that he thinks there is room for a sliding gate to protect the equipment while allowing easy maintenance access. Engineer Him said that he would confer with colleagues but believes there needs to be a three (3) foot clearance between the equipment and fencing for air flow.

7.D. **City Treasurer's Report:** Administrator Blevins provided the Council with check registers. There were no comments or questions.

8. CONSENT AGENDA

Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Crawford.

8.A. Disbursements

8.B. Minutes from the Regular Council Meeting, November 15, 2022

8.C. Check Registers

Voting Yea: Council Member Gordy, Council Member Crawford, Council Member Carey, Mayor Pro Tem Maddock

Motion carried 4-0.

9. ADDITIONAL COUNCIL COMMENTS: None

10. FUTURE AGENDA TOPICS: Tree Ordinance, Solar Panels, Artificial Turf, Playground Equipment, CenterPoint Street Light LED Upgrade.

11. ANNOUNCEMENTS

11.A. **2023 Hilshire Village Holiday Schedule:** Secretary Stephens said that if a holiday falls on the weekend, then the City will observe the nearest adjacent weekday.

12. ADJOURNMENT

Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Carey.

Voting Yea: Council Member Gordy, Council Member Crawford, Council Member Carey, Mayor Pro Tem Maddock

Motion carried 4-0.

The meeting was adjourned at 8:03 P.M.

Robert F. Buesinger, Mayor

ATTEST:

Cassie Stephens, City Secretary