



# Regular Council Meeting Minutes

Tuesday, February 15, 2022 at 6:30 PM  
8301 Westview Drive, Houston, Texas 77055

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**This meeting was held in person at City Hall with remote attendees present.**

**1. CALL TO ORDER** Mayor Pro Tem Maddock called to order the Regular Council Meeting at 6:30 P.M.

1.A. **Invocation** was given by Council Member Gordy.

1.B. **Pledge of Allegiance**

1.C. **PRESENT**

Mayor Russell Herron\*  
Council Member Mike Gordy  
Council Member Robert Byrne  
Council Member Andy Carey  
Mayor Pro Tem Paul Maddock  
Council Member David Schwarz\*\*

Also Present: City Attorney Bounds, Spring Valley Captain Schulze, Spring Valley Captain Lane\*, City Engineer Him\*, City Engineer Vasquez\*, and Assistant City Secretary Stephens

\*Present and visible remotely

\*\*Present remotely

**3. REPORTS TO COUNCIL OUT OF ORDER**

3.A. **Police Report:** Captain Lane said in the month of January there were 310 calls for service, among those were 43 business checks, 160 public relations, 44 traffic stops and 10 information reports.

Captain Lane said the citations for **overnight street parking** have slowed down. He stated that there were thirteen (13) citations issued for parking, five (5) for failure to stop at the Ridgeley and Glourie intersection, and one (1) license plate citation since last month's meeting.

Council Member Gordy said there is a big problem with **fictitious paper license plates**, and asked Captain Lane how the department is reacting. Captain Lane stated that Harris County Commissioners put together a task force dedicated to fake paper license plates. He added that if a license plate reader camera takes a photo of a vehicle and no record is found for the license plate, then an alert is sent to dispatch and they send an officer. He said that officers are receiving training to

identify fictitious paper license plates on the scene. Captain Lane stated that license plates on stolen vehicles and vehicles involved in reported incidents will also alert dispatch. Captain Lane said the Flock license plate reader camera system helped solve a catalytic converter theft and just today dispatch received a hit on a stolen license plate and officers were able to respond within three (3) minutes.

Council Member Gordy asked how the department is alerted. Captain Schulze said dispatch gets an audible alarm from the computer software and an email, and Police Captains also receive a text message alert.

Captain Schulze said even though the Flock camera system is a license plate reader, it will also take a picture of vehicles without license plates which is shared with other agencies. He stated that the cameras do not perform facial recognition nor take a photo of people unless there is a vehicle passing at the same time.

Captain Schulze said Chief Evans met with Commissioner Ramsey and other law enforcement agencies to tow vehicles with fictitious license plates so that in order to retrieve it, the owner must provide documentation. Captain Schulze also said there is now a limit on the number of temporary plates that a dealership can issue.

Council Member Byrne asked what happens to the occupants if a vehicle is towed. Captain Schulze said if they aren't arrested then they can be given a courtesy ride to an open business or safe space.

- 3.B. **Building Official's Report:** Administrator Blevins said there were 25 permits issued, (1) demolition and (1) remodel and the rest were miscellaneous. She stated that there were no red tags.

## **2. CITIZEN'S COMMENTS**

**Nancy Friedman, 1313 Pine Chase Drive**, said that the generator that caught fire was at her house. She stated that they did have a permit for the installation and it was serviced and maintained. Mrs. Friedman stated that the city's general election is coming up and the applications upon submittal are public information. She asked why applications received are not on the city's website. Mrs. Friedman requested that the Mayor join the Mayor's United Against Antisemitism Initiative by the American Jewish Committee.

**Richard Raines, 9 Pine Creek Lane**, asked when the filing deadline is for a place on the ballot.

**Bill Bristow, 1233 Pine Chase Drive**, said that Verizon installed a new telephone pole in his side yard which is leaking creosote. He stated that Verizon contractors have already been out and cleaned it up once, adding a collar to absorb seepage, but it is still leaking. Mr. Bristow also said that the proposed location for the Verizon cell node furniture cabinet is next to his gas meter.

Mr. Bristow said that he appreciates the tear down of 1226 Glourie Drive.

He also stated that the construction projects proposed on Wirt Road will cause traffic much like what is currently going on at Wirt Road with the turning lane extension.

## **3. REPORTS TO COUNCIL - Continued**

- 3.C. **Engineer's Report:** Council Member Gordy asked when the Water Meter Vault Upgrades would be complete. Administrator Blevins said that a City of Houston Public Works employee informed her that the meters have been replaced. Council Member Gordy said that he hasn't noticed any improvement. Engineer Him said the

City of Houston Public Works department needs to make sure that all of the valves are open and double check that the work is complete.

Council Member Byrne asked if the **Lift Station Generator** specification of 35kw but now there is a recommendation of a 25kw. Engineer Him said the a 25kw generator is more than large enough to handle the pumps and equipment at the lift station and meets the minimum requirements. He said the original submittal from the contractor included the larger 35kw, but after visiting the site with Council Member Gordy and Administrator Blevins, the contractor revised to the 25kw. Engineer Him said one of the items he was concerned with was the level one enclosure but a Level 2 enclosure will also reduce noise when the generator is in operation. He said that it is desirable to have the decibels lower than 80 while running. Engineer Him said he would suggest a 35kw if a proper enclosure cannot be obtained for the smaller 25kw, and if the 9-foot pad required for a 35kw can fit within the area.

#### **4. DISCUSSION AND POSSIBLE ACTION**

- 4.A. **Discussion and Possible Authorization to staff to accept the quote from Generators of Houston for a life safety generator to be used at the City's lift station**  
**Motion made by Council Member Gordy, Seconded by Council Member Byrne.**

Council Member Gordy said the RFQ was based on the 25kw generator. He said the original suggestion was for a 35kw with a level one enclosure. Council Member Gordy stated that the reason they are not going smaller than a 25kw is that it is the smallest water-cooled emergency generator on the market that meets code. Council Member Gordy said the issue at this time is sound transmission considering the neighbors nearby.

Council Member Gordy stated that approval is needed from the Council to order the generator, which has a 6-month lead time, with room in the budget to decide on the size and enclosure materials. He said the bid received includes engineering, equipment and installation. Council Member Gordy stated that it also includes the plumbing from the meter to the generator, the City will need to have a new meter installed. Engineer Him said there is also a two-year service agreement included. Administrator Blevins said the lift station vent will be redirected.

Council Member Gordy amended the motion to authorize Council Member Gordy to make changes to the contract for the installation of a life safety generator to be used at the City's lift station with a not to exceed cost of \$50,000.

**Voting Yea to the Amended Motion: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

- 4.B. **Discussion and Possible Authorization to HDR to write a proposal for engineering for a Capital Improvement Project for the Rehabilitation of Water, Sewer, Paving and Drainage on Hilshire Green using Grant Funds provided by**

**the American Rescue Plan**

**Motion made by Council Member Byrne, seconded by Council Member Carey.**

Engineer Him said the design and construction management budget for Hilshire Green is roughly \$150,000. Administrator Blevins asked how long the engineering design is valid for before construction begins. Engineer Him stated that the utility signatures are only valid for six (6) months, so a delay in commencement would require new drawing and signatures. He stated that the design can be prepared without those signatures then held until the project is ready to start, then adjustments can be made and signatures obtained.

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

- 4.C. **Discussion and Possible Approval of Resolution Number 2022-225 of the City of Hilshire Village authorizing the Mayor to execute an amendment to the Verizon Agreement to match GPS coordinates and a street address**  
**Motion made by Council Member Gordy, Seconded by Council Member Byrne.**

**Bill Bristow, 1233 Pine Chase Drive**, asked what this is about and who is responsible for the error. Mayor Pro Tem Maddock said Verizon provided GPS coordinates for a cell node with an incorrect address.

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

- 4.D. **Discussion and Possible Approval of Ordinance Number 819-2022 of the City of Hilshire Village Code of Ordinance amending Chapter 10, Traffic Regulations to allow certain parking on the east side of Glenhilshire Drive**  
**Motion made by Council Member Byrne, Seconded by Council Member Gordy.**

**Robert Shaw, 1319 Glenhilshire Drive**, asked why the parking zone needs to be on the east side of the street instead of the west side where their house is. He said there is room to access the fire hydrant and still get into the cul-de-sac even if a car is parked on the street.

Council Member Byrne said the fire hydrant is on the west side of the street, and there is always going to be a risk of a vehicle parked on that side. He said when the fire department arrives, they are going to connect to the hydrant valve facing the street and they will have to maneuver the hose around vehicles parked in the street. Council Member Byrne said the city has considered the request and has made accommodations, he will not support parking on the same side of the street as the residential homes and fire hydrant.

Mayor Herron said the overnight street parking ordinance was written to keep the city streets, which belong to the public, from being claimed as private parking for residents.

Council Member Gordy said the Council has offered relief to Mr. Shaw by allowing him to park on the street in a designated area. He stated that he will not support parking on the west side of the street due to the concern of emergency access.

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

**4.E. Discussion and Possible Action on other parking area problems**

Administrator Blevins said that Richard Raines, 9 Pine Creek Lane, and the citizens at 1122 Ridgeley Drive are having parking difficulties.

Administrator Blevins said the narrow driveway at **1122 Ridgeley Drive** is steep and it is difficult to see the main road when backing out. Council Member Byrne said he would like to see a site plan of the lot to explore possibilities of expanding their parking area, possibly with a parking pad large enough for all four wheels to fit.

Administrator Blevins said a survey was sent to Pine Creek Lane citizens regarding street parking. She said the responses were not indicating that the issue was widespread.

**Richard Raines, 9 Pine Creek Lane**, said he submitted proposed language not to change the intention of the ordinance, but to make it clearer. He said he has talked to multiple officers who are unable to determine if the ordinance is being violated or not.

City Attorney Bounds said ultimately it is a value judgement by the officer and disputes should be taken to court. He stated that if there is a provision in the ordinance that states you cannot park with a certain distance of any driveway then that area, starting from the edges of the driveway, must be kept clear. Council Member Gordy said that he is not against changing the language in the ordinance to clarify that vehicles are not to be parked across the street, within a certain distance, of a driveway. He said the street width will need to be considered when determining the specific distance from a driveway.

Administrator Blevins asked if this language would apply only to Pine Creek Lane or the entire City. Mayor Herron said during the initial research for this ordinance it was found that there would be virtually no parking because there is something across from driveways throughout the City. Council Member Byrne said Pine Creek Lane is unique, being narrow with curb and gutters, and that the one size ordinance doesn't fit all. He said there are problems elsewhere in the City, but he is not prepared to change the ordinance to affect the entire City at this time. Council Member Byrne said he supports clarity for those who have to enforce the law.

Mayor Pro Tem Maddock said that the increasing size of vehicles should not dictate the size of the City's streets.

City Attorney Bounds said the State Statute for fire station driveways can be used as a model for the language.

**4.F. Discussion and Possible Approval of the change in location for one of the flock cameras**

**Motion made by Council Member Gordy, Seconded by Council Member Carey**

Captain Schulze said in the original contract one (1) of the cameras was to be placed at Ridgeley and Westview but due to tree coverage, the camera will be

moved to the northern intersection of Archley and Ridgeley near the existing speed limit sign. He said this location excludes roughly twelve (12) houses from coverage by the camera. Captain Schulze said there is an option to run electrical to the cameras instead of using a solar panel. Council Member Carey asked if the camera is moved further from Westview will it affect the ability of the camera to function? Captain Schulze said the camera would still work; it just won't cover the houses that are behind it. Council Member Byrne said the camera should cover as much area as possible and supports electrical lines if needed. Council Member Gordy and Council Member Carey agreed with Council Member Byrne. Administrator Blevins said she would speak with CenterPoint about options. Council Member Byrne said he also wants to research the potential of adding lights to the City's entrance markers.

**Council Member Gordy amended his motion to table the item to next month's meeting.**

- 4.G. **Discussion and Possible Approval of Resolution # 2022-224 of the City of Hilshire Village approving Amendment Number 6 of the Village Fire Department Interlocal Agreement reinstating the City of Bunker Hill Village Motion made by Council Member Carey, Seconded by Council Member Byrne.**

Council Member Byrne said Bunker Hill is requesting to rejoin the interlocal agreement with support from the fire commission. City Attorney Bounds said that the agreement has been reviewed by attorneys at Olson & Olson.

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

- 4.H. **Discussion and Possible Approval of Ordinance Number 818-2022 amending the City of Hilshire Village, Texas Ordinance Number 801-2020 adopting the City's General Budget for Fiscal Year Ending 2021**  
**Motion made by Council Member Gordy, Seconded by Council Member Byrne**

Administrator Blevins said this is approving a transfer of funds from one account to another to balance the budget.

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

- 4.I. **Discussion and Possible approval of changes to benefits for the city employees**  
**Motion made by Council Member Gordy, Seconded by Council Member Byrne**

Administrator Blevins said that the City is not competitive when it comes to employee benefits and staff are having a hard time finding qualified applicants. Administrator Blevins presented comparison data for other Memorial Villages, the Village Fire Department and other comparable cities who offer varying percentages of dependent coverage. Administrator Blevins added that the City is included in the

Memorial Villages Insurance Coop which includes the Memorial Villages Fire Department, Memorial Villages Water Authority, Spring Valley Police Department and other Memorial Village Cities. She said there have been a lot of claims among the participating entities and the rates may be inflated because of that.

Council Member Byrne added that the City's job descriptions need to be clearly defined so that the Council knows what to expect from the City employees.

**Council Member Gordy amended the motion to table the item until a cost can be presented.**

## **5. REPORTS TO COUNCIL**

- 5.A. **Fire Commissioner's Report:** Commissioner Byrne stated that in the month of January there were three (3) fire calls but zero (0) EMS, and response times remain within the national standard.

Commissioner Byrne said a new office staff member was hired at the department. He stated that the **Fire Station Renovation** is still underway; the overhead doors are not installed yet.

- 5.B. **Mayor Herron's Report:** Mayor Herron said he has not heard back from the lighting consultant. Administrator Blevins said she spoke with him and he confirmed he would respond to the email. Council Member Carey stated that he has also reached out to a few companies but has not heard back either.

- 5.C. **City Administrator's Report:** Administrator Blevins said that most of the complaints are about Wirt Road construction traffic which should last about two (2) more weeks. Council Member Gordy said this project is the response from Commissioner Ramsey about the traffic and backup at the intersection of Wirt Road and I-10.

- 5.D. **City Treasurer's Report**

## **6. CONSENT AGENDA**

**Motion made by Council Member Gordy, Seconded by Council Member Carey.**

- 6.A. Disbursements
- 6.B. Minutes from the Regular Council Meeting of January 18, 2022
- 6.C. Check Registers
- 6.D. Approval of Resolution # 2022-223 of the City of Hilshire Village authorizing the Mayor to execute Endo Tx Subdivision Release Forms with Endo Health Solutions Inc., Endo Pharmaceuticals Inc., Endo International PLC, Par Pharmaceutical, Inc., and Par Pharmaceutical Companies, Inc. and TEVA for the national opioid settlement
- 6.E. Proclamation in memory of Robert Sommer

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock**  
**The motion passed unanimously.**

**7. CLOSED EXECUTIVE SESSION:** The Council convened into Executive Session as authorized by Texas Government Code, Sections 551.071 at 8:43 PM.

7.A. Deliberate the employment and duties of a public employee.

The Council reconvened the Regular Council Meeting at 9:30 PM.

No action was taken from the Executive Session

**8. ADDITIONAL COUNCIL COMMENTS:** None

**9. FUTURE AGENDA TOPICS:** None

**10. ANNOUNCEMENTS:** None

**11. ADJOURNMENT**

**Motion made by Council Member Gordy, Seconded by Council Member Carey.**

**Voting Yea: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz**

**The motion passed unanimously.**

The meeting was adjourned at 9:32 P.M.

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Paul Maddock, Mayor Pro Tem

ATTEST:

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Susan Blevins, City Secretary