



Regular Council Meeting Minutes

Tuesday, May 18, 2021 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

In accordance with the order of the Office of the Governor issued on March 16, 2020, as amended, this meeting was conducted via telephonic conference (Zoom).

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

1.A. The **invocation** was given by Council Member Schwarz.

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: Administrator Blevins, Assistant City Secretary Stephens, Spring Valley Police Captain Lane, Spring Valley Assistant Police Chief Dixon, City Attorney Bounds, City Engineer Him, City Engineer Vasquez and Building Official Taylor.

2. CITIZEN'S COMMENTS **Dwight Riley, 1118 Glourie Drive**, stated that he was present to follow up with his concerns raised at a previous meeting regarding stand-by generators creating noise at night. He said he sent an email to the City which included a noise ordinance from Westin, Florida regarding generators at night time hours.

2.A. **Larry Wilkerson, 1305 Glourie Drive**, sent an email to Administrator Blevins regarding street lights and road signs. This was discussed under agenda item 4.H.

3. REPORTS TO COUNCIL

3.A. **Police Report:** Captain Lane said in the month of April there were 99 calls for service including 10 traffic stops. He stated that four (4) street parking warnings were issued.

Administrator Blevins asked about the newly installed blinking stop sign on Westview. Assistant Chief Dixon said that particular stop sign gets run more than any other stop sign so they installed the electronically lit sign.

3.B. **Discussion of the installation of License Plate Reader Cameras in Hilshire Village** Assistant Chief Dixon said many other cities have already deployed a camera system to alert dispatch of wanted vehicles which may help in finding persons of interest. City Administrator Blevins shared her computer screen of a map of the City indicating the three (3) high profile entrances: the Westview Drive intersections at Ridgeley Drive and Glourie Drive, and the Ridgeley Drive intersection at Wirt Road. It also showed other entrances that might be considered. Captain Lane stated home cameras and business cameras are too pixelated and don't zoom well, but the clear images from these cameras can be vital in some cases.

Assistant Chief Dixon said the cost of the cameras is \$2,500 per year and the data is only kept for thirty days. He stated that the video data gets deleted from the vendor's server and must be saved on the police department's server if it needs to be retained.

Assistant Chief Dixon introduced a representative from Flock Safety, Cait Ruske. Ms. Ruske said there are grants available but other cities have collected donations from businesses and local organizations as well to help with the cost. Ms. Ruske stated the readers give the Police Department the opportunity to catch criminals before they are able to do anything in the area.

Council Member Gordy said the automatic deletion solves his concerns regarding records retention.

Marcus Dotson, 3 Hilshire Grove Lane, asked about the vendor's privacy policies and what they do with the data they collect. Assistant Chief Dixon stated the data is stored in the cloud and dumped every 30 days if not tagged or already saved. Ms. Ruske stated that everything they do is only for law enforcement purposes, there is no monetization or sharing of footage. She said a picture of the license plate and a small area of the back of the car is all that is captured.

Mayor Herron asked what the timeline was for implementation. Assistant Chief Dixon said they were presenting to Spring Valley's Council the following week and will be suggesting that the City use Child Safety Funds for the initial costs.

Mayor Herron asked if Spring Valley Village and Hilshire Village be under one contract or treated as separate entities. Ms. Ruske said in most cases it falls under one (1) contract with a supplemental agreement but two (2) contracts can be done if needed.

Council Member Schwarz asked what other cities are utilizing the readers. The answer was the Memorial Village Police Department and Jersey Village Police Department.

Bill Bristow, 1233 Pine Chase Drive, asked what the response time would be after they get an alert and what is the response procedure. Assistant Chief Dixon said stolen or wanted vehicle would be first priority so they would respond very quickly. He said there is a twenty second latency between the time the camera captures the image and processes the data then transmits it to dispatch. Mr. Bristow asked if the police department does not intercept the subject vehicle, is there still an investigation. Assistant Chief Dixon answered that a vehicle can be flagged and

dispatch will keep an eye out for it to come back.

Council Member Schwarz asked who is responsible for the software updates. Assistant Chief Dixon said the vendor updates the software automatically, and there is an anticipated 5G upgrade and is included in the subscription.

Council Member Gordy asked if this is a subscription-based model per camera and who upgrades the camera equipment as technology changes. Assistant Chief Dixon said the he was informed that the vendor has no plan for a price increase for the next three (3) years. He said the cost is \$2,500 per camera per year and includes the camera, mount, software, maintenance, and handling of the database.

- 3.C. **Building Official's Report:** Building Official Taylor said there were no outstanding items to report.
- 3.D. **Engineer Report:** Engineer Him said the **fire hydrant at 1257 Archley Drive** is leaking and he recommended that it be replaced. He stated that it was installed in 2008.

Engineer Him said the new fire suppressant line at **8373 Westview Drive** is being installed by Houston Plumbing Specialists. He stated that the existing water line on Pine Creek Lane is under the road, so in order for them to tie in they will have to street cut the entire width of the road and trench at least ten (10) feet. Council Member Gordy asked if the City required a bond from the contractor. He said he was concerned about the standards to restore the roadway. Engineer Him said typically they require bonds from their contractors, but the City doesn't usually request them from individual contractors. He stated that HDR Engineering will provide standards for the contractor to replace the pavement. Council Member Gordy said if the water line is six (6) feet deep and the contractor does not fill with stabilized sand and proper pavement then the City would be responsible for future repairs. He said if there is a bond in place then the City would have protection. City Attorney Bounds said if work is valued at more than \$25,000 the contractor would be required to provide a bond for the public right-of-way.

Engineer Him said that the City is receiving funding from the American Rescue Act of 2021 and the **lift station generator** is an eligible activity. He suggested waiting until the detailed requirements for this fund are confirmed before proceeding. Engineer Him hoped to make progress by July or August of this year. Council Member Gordy said that he is concerned that the current backlog for generators will affect the timing and said that the City should have a plan ready to go. Council Member Schwarz said right now it is taking six (6) to twelve (12) months to get a generator.

Engineer Him stated that it appears that the American Rescue Act of 2021 funds can also be used for water and wastewater improvements. He said that could include the Hickory Shadows Water Meter Vault replacement and reimbursement for the emergency repairs the City had to make after the February 2021 freezing weather. Council Member Gordy asked if expenditures for a fire hydrant replacement would qualify. Engineer Him answered, "Yes."

Engineer Him said in an effort to reduce the engineering costs on a monthly basis he will be assigning day-to-day responsibilities to his assistant **Javier Vasquez, P.E.**, but he will not step out completely. Engineer Him said Mr. Vasquez has his Professional Engineer license and is a Certified Floodplain Manager as well. He said Engineer Vasquez has been doing most of the day-to-day activities while training to be his successor. Engineer Him stated that he would give Engineer Vasquez the authority on reviewing and approving drainage plans and will remain available for large projects. Engineer Vasquez said he has been actively involved with Hilshire Village for around ten (10) years focusing on drainage plans and daily operations. He said he is excited to move forward in his career and assist the City.

4. DISCUSSION AND POSSIBLE ACTION

4.A. Administer Oaths of Office for three (3) Council Members

Mayor Herron administered the Oaths of Office to Council Member Carey, Mayor Pro Tem Maddock, and Council Member Schwarz.

4.B. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2021-215 appointing Mayor Pro Tem to be Paul Maddock

Motion made by Council Member Schwarz, Seconded by Council Member Byrne.

Voting Yea to approve the motion approving City of Hilshire Village Resolution # 2021-215 appointing Mayor Pro Tem to be Paul Maddock: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

4.C. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2021-216 appointing Bank Signatories to be the Mayor, Mayor Pro Tem Maddock and Council Member Gordy

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

Voting Yea to approve the motion approving the City of Hilshire Village Resolution # 2021-216 appointing Bank Signatories to be the Mayor, Mayor Pro Tem Maddock and Council Member Gordy: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

4.D. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2021-214 appointing the Alternate Fire Commissioner to be Ron Presswood

Motion made by Council Member Schwarz, Seconded by Council Member Carey.

Council Member Byrne said next Wednesday is Mr. Presswood's first Fire Commission Meeting. He said he will get him on the notice list from the Fire

Department, show him the fire station progress and familiarize him with the department.

Bill Bristow, 1233 Pine Chase Drive, asked if the Fire Commissioner's Meeting is open to the public. Commissioner Byrne responded, "Yes, anyone can attend."

Voting Yea to approve the motion approving the City of Hilshire Village Resolution # 2021-214 appointing the Alternate Fire Commissioner to be Ron Presswood: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

- 4.E. **Discussion and Possible Approval of the City of Hilshire Village Resolution # 2021-217 approving the Proposed 2022 Village Fire Department Budget in the amount of \$7,453,447.31 with Hilshire Village's 2022 Annual Assessment being \$223,603.42 (3%)**

Motion made by Council Member Byrne, Seconded by Council Member Gordy.

Commissioner Byrne said temporary fixes were made to stop leaks but those will be repaired properly. He said the department is increasing insurance coverage so there will be extra expenses. He also said there were new maintenance issues with the computers and other infrastructure that was updated during the renovation project. Commissioner Byrne said the department will be purchasing a new ambulance next year and that expenditure is included in the budget.

Voting Yea to approve the motion approving the City of Hilshire Village Resolution # 2021-217 approving the Proposed 2022 Village Fire Department Budget in the amount of \$7,453,447.31 with Hilshire Village's 2022 Annual Assessment being \$223,603.42 (3%): Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

- 4.F. **Discussion and Possible Approval of the City of Hilshire Village Resolution # 2021-218 approving the Village Fire Department's 2020 Intra-Budgetary Transfers to balance the deficit and to approve the 2020 Audit**

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

Administrator Blevins said this is the same type of activity as the City does to balance the budget for the auditors.

Voting Yea to approve the motion approving the City of Hilshire Village Resolution # 2021-218 approving the Village Fire Department's 2020 Intra-Budgetary Transfers to balance the deficit and to approve the 2020 Audit: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

- 4.G. **Discussion of Wirt Road and the possibility of a sidewalk** Council Member Carey said he received a rejection letter from the City of Houston stating the cause

to be obstructions in the path. He said he left a message for the gentleman who issued the letter but has not yet heard back. Council Member Carey asked if it would make a difference to request smaller sections and if there someone to speak with at the City of Houston. The sidewalk on the east side of Wirt is in the ROW and it maneuvers around light poles and trees so there should be a way to work around it. Engineer Him said the Mennonite Church was required by the City of Houston to install the sidewalk and the developer had to pay for it. He said he thinks the real reason the City of Houston rejected the request is because of funding issues and that the sidewalk technically would not benefit Houston residents. Engineer Him said they might not have a problem with the work if Hilshire Village was to pay for it. He stated that the project would be more expensive to do in sections because of contractor mobilizing costs and permitting fees.

Marcus Dotson, 3 Hilshire Grove Lane, said his wife reached out to the City of Houston for a sidewalk on Wirt Road from Hilshire Grove north to Westview Drive. He stated that he believes citizens would support a sidewalk if asked. Council Member Gordy said he wants to explore the project costs and timeline and propose a shared cost with the City of Houston. Engineer Him said he will work with Engineer Vasquez on a cost estimate to make an informed decision.

Bill Bristow, 1233 Pine Chase Drive, said he is against the project because reducing Wirt Road to one lane during construction will cause traffic issues.

- 4.H. **Discussion of updating the City of Hilshire Village lighting throughout the Village** Administrator Blevins said she spoke with CenterPoint who said that they will replace fifty existing lights with LED bulbs on the existing poles as a kind of credit. She said there are separate fees to remove the old poles and install new poles. Administrator Blevins said CenterPoint will make a presentation to Council but prefers meeting during normal business hours. Council Member Schwarz said CenterPoint would need to come into the City to create a new lighting plan.

Engineer Him said SECO might pay for upgrades to existing fixtures but not new or additional lighting. Mayor Herron asked how many poles are currently in the City. Administrator Blevins answered, "Fifty-one." Administrator Blevins said during discussion with CenterPoint, they alluded to installing the conduit themselves. Engineer Him said that is not how he has seen it handled in the past. Administrator Blevins said she will schedule a meeting between CenterPoint and the Council.

Council Member Byrne addressed the email and the included exhibits received from Mr. Wilkerson. He said the pole design should emit light downward and not into the sky. Council Member Byrne said Mr. Wilkerson also suggested signs that advertise Spring Valley Police patrols the area which might help with petty crime.

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

6. DISCUSSION AND POSSIBLE ACTION: None

7. REPORTS TO COUNCIL

- 7.A. **Fire Commissioner's Report:** Commissioner Byrne said the year-to-date total calls for service was thirty-three. He said in the month of April there were four (4) alarm calls and zero (0) fire calls.

Commissioner Byrne said the **Fire Station Renovation** is making progress. He said there have been issues such as concrete poured incorrectly in the bathroom showers and weather interrupting roof work. Commissioner Byrne said they are getting ready to review how some of the masonry will be installed. He said Council Member Gordy is looking into the project and has raised questions about inspections. Council Member Gordy said he will be back at the project next week. Commissioner Byrne said steering committee has been very busy, and the project was on schedule prior to this week.

- 7.B. **Mayor Herron's Report:** Mayor Herron said the nighttime street parking has improved, although several residents still bring their car to sit on the street during the day. He said since his street is a constant offender of this behavior he wanted to know if it is a localized issue or if the council members experience the same issue on their streets. Council Member Gordy said no matter what ordinances are in place people will find a loophole. He stated that he still has a lot of problems with contractors parking on the street prohibiting service vehicles from getting through. Council Member Gordy said he knows to call Spring Valley Police Department when that happens, but that he sees the daytime street parking as more of a problem than homeowners.

Council Member Schwarz asked why gravel parking pads are not more common. Council Member Gordy said previous council members did not like the way they looked so they put guidelines that restricted people from installing them. Engineer Him stated that intersections and stop signs cause issues with parking pads, as well as needing a supportive shoulder before the slope of the ditch begins. Council Member Gordy said masonry products could be used instead of metal edging to prevent gravel from entering the ditch. Council Member Byrne stated that some of the parking pads have done well through the elements and if the design criteria were revised to be standard then there would be continuity throughout the City.

- 7.C. **City Administrator's Report:** Administrator Blevins said Mayor Pro Tem Maddock gave a name of a photographer to take pictures for the City website. She also said that she received an email from Olson & Olson stating that Governor Abbot has issued an order which removed the ability to require masks from a member of the public in public places. Attorney Bounds said the order that allows remote meeting times has not been rescinded. Administrator Blevins said WCA was bought by GFL and the City's contract expires at the end of this year so they might issue a price increase. She said the City might need to go out for bids, but not a lot of companies offer back door services. Attorney Bounds said the City does not have to go out for bids and can do a modified proposal. Mayor Herron said he has heard a rumor that recycling items go into a landfill and wants to confirm with the new company that they are actually recycling.

7.D. **City Treasurer's Report:** Administrator Blevins said she is starting to get the budget workshops on the calendar and the Council might need to vote on the proposed tax rate in August. She said if there needs to be a November election for a tax rate above the allowable then the proceedings have to be scheduled earlier.

8. CONSENT AGENDA

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

- 8.A. Disbursements
- 8.B. Minutes from the Regular Council Meeting April 20, 2021
- 8.C. General Fund and Utility Fund Check Registers for April 2021
- 8.D. Proclamation for Police Week
- 8.E. Proclamation recognizing the Spring Event to be a Kona Ice truck held May 23, 2021 on Pine Chase Grove

Voting Yea to approve the consent agenda consisting of Disbursements, Minutes from the Regular Council Meeting, April 20, 2021, General Fund and Utility Check Registers for April 2021, Proclamation for Police Week, and Proclamation recognizing the Spring Event: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

9. ADDITIONAL COUNCIL COMMENTS: None

10. FUTURE AGENDA TOPICS: None

11. ANNOUNCEMENTS: None

12. ADJOURNMENT: Motion made by Mayor Pro Tem Maddock, Seconded by Council Member Schwarz.

Voting Yea to approve the motion for adjournment: Council Member Gordy, Council Member Byrne, Council Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

The meeting was adjourned at 9:12 P.M.

Russell Herron, Mayor

ATTEST:

Susan Blevins, City Secretary