



# Regular Council Meeting Minutes

Tuesday, September 20, 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 Buesinger called to order the Regular Council Meeting at 6:30 P.M.

1.A. The invocation was given by Council Member Crawford

1.B. Pledge of Allegiance

1.C. Roll Call

PRESENT

Mayor Bob Buesinger

Council Member Mike Gordy

Council Member Andy Carey

Council Member Crawford

Mayor Pro Tem Paul Maddock

Council Member David Schwarz

Also present: City Administrator Blevins, Assistant City Secretary Stephens\*, City Clerk Ray, City Attorney Bounds, City Engineer Him, and Spring Valley Police Chief Schulze

\*Present remotely.

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

**Bill Bristow, 1233 Pine Chase Drive**, said that he has missed some council meetings over the summer but looks forward to being in attendance more in the future.

**Glennie Scott-Allen, 7923 Hilshire Green Drive**, said she is in support of the sidewalk on the west side of Wirt Road. She said when she moved to Hilshire Green Drive Wirt Road was not as busy as it is today. Ms. Scott-Allen said she walks in the grass and gets bitten by bugs and therefore encouraged the Council to approve the sidewalk.

**Janis Hooker, 5 Pine Creek Lane**, asked for a status update on the construction at 2 Pine Creek Lane. She said that the owner does not live there, and she has witnessed people in his yard.

## **3. DISCUSSION AND POSSIBLE ACTION**

**3.A. Discussion and Possible Approval of Resolution # 2022-236 approving tax-exempt financing by the Hilshire Village Cultural Education Facilities Finance Corporation for the benefit of Odyssey 2020 Academy, and related matters.**

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

Council Member Crawford, Chair of the HVCEFFC, said that the Officers approved the tax-exempt financing for the expansion of educational facilities which is at no risk to the City.

Administrator Blevins said that the approved resolution is needed for Odyssey 2020 Academy to proceed.

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

The motion carried 5-0.

**4. REPORTS TO COUNCIL**

**4.A. Police Report**

Spring Valley Police Chief Schulze stated that in August there were 231 calls for service and 13 traffic citations were issued.

Chief Schulze said there was an accident on Wirt Road where a vehicle struck and broke through the brick wall of a residential backyard. He stated that the driver was cited for excessive speed.

Administrator Blevins said that she spoke with Captain Lane about three (3) Flock cameras to be installed. It was suggested that the cameras be installed at Hickory Shadows, Friarcreek Lane, and Pine Creek Lane. Administrator Blevins said that each year the City could budget three (3) additional cameras including maintenance contracts.

**4.B. Building Official Report**

City Administrator Blevins said that there are no outstanding items to report.

**4.C. Engineer Report**

Engineer Him said that at **2 Pine Creek Lane** a section of the retaining wall collapsed, so the contractor was approved to repair that section. He stated that complete plans have still not been received.

Engineer Him said that the aesthetic improvements to the **Pine Chase Grove Water Meter Vault** area are pending a response from the City of Houston. He stated that this is not the only project in the City that is waiting on the City of Houston. Engineer Him said that once the communication is established a meeting

with the citizens will be scheduled.

Engineer Him stated that the **water quality** has improved and he is asking the City of Houston for direct contacts and confirmation of the resolution actions. Administrator Blevins said that she spoke with a City of Houston Public Works Technician who stated that the problems were identified and resolved. She said that the improvement has been noticed at City Hall as well.

Engineer Him said that the **Wirt Road Safety Project** budget currently includes a crosswalk at Wirt Road and Westview Drive. He said although he does not feel that it will be required, it is listed in the standard checklist from the City of Houston. He stated that a draft of the Interlocal Agreement with the City of Houston has been prepared.

#### **4.D. Fire Commissioner's Report**

Commissioner Presswood said that the new roof on the Fire Station Renovation was not installed correctly and will need either repair or a new layer on top. He stated that the windows are having a protective film installed for added strength from flying objects during storms.

Commissioner Presswood said that the money in the budget for overtime could be used to hire three (3) additional staff members. Council Member Gordy asked what the overtime budget was. Commissioner Presswood said it is **approximately \$150,000**.

Commissioner Presswood said that the Fire Department has historically not had a contingency fund. He said this is on their next agenda.

Council Member Gordy said that it is important to include the revenue sources on the budget worksheets. He said sources of income other than the participating city assessments, such as the ambulance fund revenue, are unknown to the Council. Commissioner Presswood said that in the packet that the commissioners received there is a line item for revenue and transfers are shown.

Commissioner Presswood said that Fire Marshal Kattner is retiring sometime next year.

Commissioner Presswood said that the firefighter turnout gear contains carcinogenic chemicals. Mayor Buesinger asked how old the current equipment is. Commissioner Presswood said approximately two (2) years old.

Mayor Buesinger asked if a lot of other fire departments are doing the same thing. Commissioner Presswood answered "yes".

Council Member Gordy asked where the money is coming from and if it affects next year's budget for protective gear. Commissioner Presswood stated that the fire department has 42 sets of Turnout Gear; 10 sets have been previously ordered as they are replaced on a rolling cycle, and 3 sets were ordered for the 3 new

hires. The remaining 29 sets were manufactured with the PFAS mentioned in the documents provided by the International Associations of Firefighters and Fire Chiefs. For the replacement equipment to be ordered, it must be done with a Purchase Order with available funds allocated. The lead time is unknown at this time as other fire departments are in the same situation replacing their gear manufactured with PFAs.

Council Member Gordy asked what would happen with 2023 funds in the Budget of \$55,000 for Protective Gear, would it be returned to the cities?

Council Member Schwarz asked what happens to excess revenue. Commissioner Presswood said it gets redistributed to other budget items. Administrator Blevins said that the Ambulance Funds used to be given back to the City. Commissioner Presswood said that he is still learning the Village Fire Department Budget allocations.

## **5. DISCUSSION AND POSSIBLE ACTION**

### **5.A. Discussion of Wirt Road Safety Project presented by Bill Bristow**

**Bill Bristow, 1233 Pine Chase Drive**, said that he is in opposition to the Wirt Road Sidewalk. He stated that there was an accident where a vehicle ran over the curb and into a brick wall at Hickory Shadows Drive. Mr. Bristow said the proposed sidewalk will be in the City of Houston easement and he does not want to spend City funds on another municipality. He stated that the sidewalk will encourage cut-through foot traffic. Mr. Bristow said that traffic control is needed at the Ridgeley Drive and Wirt Road intersection.

Mayor Pro Tem Maddock said that the Hilshire Oaks HOA also opposes the sidewalk for safety and nearby structure reasons.

Council Member Gordy said that the other side of Wirt Road has sidewalks, and he has not noticed any suspicious behavior or accidents. He stated that taxpayers on the Wirt Road side streets deserve access to the rest of the City.

Mayor Buesinger said that he sees people walking on the grass and it would be safer to have a sidewalk.

Bill Bristow said he is concerned for children and asked if there was a way to create a walking path through the City instead of next to Wirt Road. Council Member Gordy stated the funding from Harris County is only available for the location along Wirt Road.

### **5.B. Discussion and possible approval of the draft Interlocal Agreement between the City of Hilshire Village and the City of Houston for the installation of sidewalks along the west side of Wirt Road from Westview to Hickory Shadows Park**

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

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

The motion carried 4-1.

**5.C. Discussion and possible authorization for the Engineering work and permitting fees for the sidewalk along the west side of Wirt Road from Westview to Hickory Shadows Park for a not to exceed the amount of \$89,385.**

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

City Administrator Blevins displayed the cost details for the Council to discuss.

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

The motion carried 4-1.

**5.D. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2022-238 approving a Budget Amendment of \$150,000 for the Village Fire Department's 2022 Budget for bunker gear.**

Motion made by Council Member Schwarz, Seconded by Council Member Carey. This was discussed in the Fire Commissioner's report.

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

The motion carried 5-0.

**5.E. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of a component of the tax rate in the amount of \$0.129671/100 for the purpose of paying the accruing interest and to provide a sinking fund for payment of the indebtedness of the City for the FYE 2023, Seconded by Council Member Gordy.**

Administrator Blevins conducted a Roll Call Vote:

Council Member Gordy - Aye  
Council Member Carey - Aye  
Council Member Crawford - Aye  
Mayor Pro Tem Maddock - Aye  
Council Member Schwarz - Aye

The motion carried 5-0.

**5.F. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of a component of the tax rate in the amount of \$0.447917/100 for the purpose of funding the maintenance and operation expenditures of the City for the FYE 2023. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.95 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-9.50, Seconded by Council Member Gordy.**

Administrator Blevins conducted a Roll Call Vote:  
Council Member Gordy - Aye  
Council Member Carey - Aye  
Council Member Crawford - Aye  
Mayor Pro Tem Maddock - Aye  
Council Member Schwarz - Aye

The motion carried 5-0.

**5.G. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of the 2022 property tax rate to be increased by the adoption of a tax rate of \$0.577588/100 which is effectively a 3.20 percent increase in the tax rate, Seconded by Council Member Carey.**

Administrator Blevins conducted a Roll Call Vote:  
Council Member Gordy - Aye  
Council Member Carey - Aye  
Council Member Crawford - Aye  
Mayor Pro Tem Maddock - Aye  
Council Member Schwarz - Aye

The motion carried 5-0.

**5.H. Mayor Pro Tem Maddock made a motion for the Discussion and Possible Approval of the City of Hilshire Village Ordinance Number 826-2022 providing for the Levy and Collection of Ad Valorem Taxes for the Year 2022 Providing for Two components to the Proposed Tax Rate consisting of a Tax Rate of \$0.129671/100 for the purpose of paying the accruing interest and to provide a sinking fund for payment of the indebtedness of the City and a Tax Rate of \$0.447917/100 for the purpose of funding Maintenance and Operation Expenditures. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.95 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-9.50. THE TOTAL PROPERTY TAX RATE IS A 3.20 PERCENT INCREASE, Seconded by Council Member Gordy**

Administrator Blevins conducted a Roll Call Vote:  
Council Member Gordy - Aye  
Council Member Carey - Aye

Council Member Crawford - Aye  
Mayor Pro Tem Maddock - Aye  
Council Member Schwarz - Aye

The motion carried 5-0.

- 6. CLOSED EXECUTIVE SESSION:** Mayor Pro Tem Maddock made a motion to convene into an Executive Session at 8:20 P.M. to discuss the appointment and duties of the Alternate Fire Commissioner, Seconded by Council Member Crawford.

The council reconvened the Regular Council Meeting at 8:34 P.M.

**7. DISCUSSION AND POSSIBLE ACTION**

- 7.A. Mayor Pro Tem Maddock made a motion for the approval of Resolution # 2022-237 appointing John Cooper as the Alternate Fire Commissioner, Seconded by Council Member Crawford.**

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

The motion carried 5-0.

**8. REPORTS TO COUNCIL**

**8.A. Mayor Buesinger's Report**

Mayor Buesinger stated that he appreciated the work that Administrator Blevins has done to prepare and explain the proposed budget and tax rate.

**8.B. City Administrator's Report**

City Administrator Blevins said that she met with a representative from the East Spring Branch Food Pantry who asked if an amendment to the Specific Use Permit was requested would the City allow them to expand their existing building. She stated that they also asked if they would be allowed to stay if another church entity took ownership.

Administrator Blevins said that there was a water line break on Friarcreek Lane caused by a contractor erecting the perimeter fencing in preparation for demolition. She stated that the contractor has been billed for the cost of repairs.

**8.C. City Treasurer's Report**

Administrator Blevins said that additional invoices were received for the consent agenda from Houston Chronicle advertisements for the Budget and Tax Rate, Inframark, and Office Depot.

She stated that she received an email from Generators of Houston stating that the

original contract requires a 40% payment down 10 days before the release of equipment and asked for the Council's approval for \$13,404.

Administrator Blevins said that \$100 was transferred from the Amegy General Fund to the TexPool General Fund to test the processing time. Council Member Crawford said that additional funds can be added because the account has a good interest rate. Administrator Blevins said that she can move money from the METRO account to the TexPool General Fund Account.

## **9. CONSENT AGENDA**

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

- 9.A. Disbursements
- 9.B. Approve Minutes from the Special Council Meeting and Budget Workshop, August 9, 2022
- 9.C. Approve Minutes from the Regular Council Meeting, August 16, 2022
- 9.D. Check Registers
- 9.E. Approving a Proclamation recognizing National Night Out to be held October 4, 2022, on Ridgeley Drive
- 9.F. Approving a Proclamation recognizing Halloween Night to be held October 31, 2022, on Archley Drive
- 9.G. Approving a Proclamation recognizing Teacher Day as October 5, 2022

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

The motion carried 5-0.

## **10. ADDITIONAL COUNCIL COMMENTS**

### **11. FUTURE AGENDA TOPICS**

Administrator Blevins asked if the Council would like to discuss equipment in the front yard at the next regular council meeting.

### **12. ANNOUNCEMENTS**

None

### **13. ADJOURNMENT**

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



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

The motion carried 5-0.

The meeting was adjourned at 8:54 P.M.

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Robert Buesinger, Mayor

ATTEST:

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Susan Blevins, City Secretary