



Regular Council Meeting Minutes

Tuesday, June 21, 2022, at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

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

1. CALL TO ORDER

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

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
Council Member David Schwarz

Also Present Were: City Attorney Bounds, Spring Valley Captain Lane, City Engineer Him*, City Engineer Vasquez*, Village Fire Chief Foster, Village Fire Administrator Longoria, Fire Commissioner Byrne, Administrator Blevins, Assistant City Secretary Stephens, City Clerk Ray

2. CITIZEN'S COMMENTS: None

3. REPORTS TO COUNCIL

3.A. **Introduction of the new City Clerk, Lisa Ray to Council**

Mayor Buesinger introduced Lisa Ray, who came to Hilshire Village from West University where she was a permit clerk.

3.B. **Police Report:** Captain Lane said there were a total of 309 calls for service in the month of May including 139 business checks, 126 public relations. He also stated that 22 traffic citations were issued.

Captain Lane said that the (3) Flock **license plate reader cameras** have been installed and are operational. City Administrator Blevins said that she was pleased that the City had not received any complaints from any residents.

3.C. **Fire Commissioner's Report:** Commissioner Byrne said that the department advertised open positions for the staffing of the second ambulance. He said that the Chief suggested the posting list six (6) open positions to get a better response, though only three (3) candidates will be hired.

Commissioner Byrne said that on June 10th there was a report to the commissioners

about an outbreak of COVID on one of the shifts. He said staff overtime was needed to cover that shift.

Commissioner Byrne stated that on June 16th there was a power outage at the main building and the backup generator did not start. He said they called a third-party contractor to replace an electrical relay, and that the power outage was because of how hard the air conditioners were working. Commissioner Byrne stated that there is a second generator that services only the dispatch annex building which has been testing fine.

Commissioner Byrne said there was an apartment fire last week. Chief Foster said that there was a woman living alone who fell asleep and a candle initiated the fire. He said the resident had 2nd-degree burns. Chief Foster stated that there were 12 firefighters on duty that morning, normally there are only 10. He said it took the City of Houston 20 minutes to get to the scene.

- 3.D. Building Official's Report:** Administrator Blevins said that there were 17 permits and 17 inspections including the demolition of the non-conforming gazebo at 1210 Ridgeley Drive.
- 3.E. Engineer's Report:** Engineer Vasquez stated that the month of May was business as usual with drainage plan reviews and site inspections. He said that a meeting is being coordinated with the City of Houston regarding the water meters in the Pine Chase Grove cul-de-sac.

Engineer Him said that he is waiting on confirmation from the City of Houston on if the plan and profile are required, he has not received a response.

4. DISCUSSION AND POSSIBLE ACTION

- 4.A. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2022-232 approving the Village Fire Department's 2021 Intra-Budgetary Transfers to balance the deficit of \$120,822 and to approve the 2021 Audit**

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

Council Member Gordy said that the City of Hilshire Village has the smallest commercial area of the Memorial Villages and relies mostly on property taxes. He said that he expected the overtime for the second ambulance but did not anticipate the 5% raise and the upcoming 7% increase in salary. Council Member Gordy said that he would like to see more data about the comparison of the salaries to justify these numbers.

Mayor Buesinger said that he would like to see benchmark data on how the department compares to others. He stated that he would also like to see the turnover rate.

Voting Yea: Council Member Gordy, Council Member Crawford, Council

Member Carey, Mayor Pro Tem Maddock, Council Member Schwarz

The motion carried 5-0.

4.B. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2022-233 approving a Budget Amendment of \$515,846 for the Village Fire Department's 2022 Budget

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

Chief Foster said the 0.07% increase based on the Consumer Price Index became effective in January of this year.

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

The motion carried 5-0.

4.C. Discussion and Possible Approval of the City of Hilshire Village Resolution # 2022-231 approving the Proposed 2023 Village Fire Department Budget in the amount of \$8,689,847.78 with Hilshire Village's 2023 Annual Assessment being \$260,695.42

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

Councilmember Gordy asked about the 7% increase for cost of living. Chief Foster said that the fire commissioners believed that the department missed the boat for cost of living for this year, so they recommended that there be a 12% cost of living increase in the 2023 Budget. He said the anticipated cost of living adjustment was going to be extreme and they decided to put some of the increase in the current budget to soften the blow.

Councilmember Gordy said that he doesn't know what the comparable numbers are. He said that with the internal city staff the revenue does not support cost of living adjustments.

Chief Foster said that there was a conversation about a survey performed eight (8) years ago that indicated the department was below average. He said that at the time the competition included the City of Houston, but now smaller departments are also seeking more fire medics. Chief Foster said recently they have had City of Houston applicants because of the increased benefits and salary the Village Fire Department offers.

Council Member Gordy asked if the department is catching up in competitiveness, evidenced by the number of applicants. Chief Foster said that he does not want the department to be offering the most benefits but wants to be around the 75% mark.

He said because they do their budgets so early it is hard to estimate the salary figures.

Councilmember Gordy said there is more than one way to attract an employee and asked about the new fire station as an enticer. Chief Foster said that they are still in the early phases of hiring since the station was just finished.

Chief Foster said that 13 years ago the department eliminated service credits and other benefits from the retiree services. He said if there was better health insurance for retirees then the older person, he has on staff could retire and then he could hire a new person for a reduction in cost for the budget.

Commissioner Byrne said the commission has been working on the 2023 Budget for a year, trying to predict the costs. He stated that he has been on the commission for seven (7) years and has watched as the budget gets reduced. He said he thinks they have been as responsible as they can be.

Councilmember Crawford asked about the reason for staff leaving. Chief Foster said that he had to let some go, others have been able to get promoted to other departments. Councilmember Crawford asked if the cost per living is distributed equally across all levels of responders. Chief Foster said yes, 7% based on their salary across the board, except for himself.

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

The motion carried 5-0.

4.D. Authorize the City Administrator to enter a one-year contract with Houston Community Newspapers & Media Group for publication advertisements

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

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

The motion carried 5-0.

4.E. Authorize City Administrator to purchase Express Vote Ballot Marking Device for Elections for a not to exceed amount of \$3,795.00 for equipment and warranty license and maintenance and support fees annually of \$167.50

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

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

The motion carried 5-0.

- 4.F. Authorize approval of Ordinance Number 823-2022 of the City of Hilshire Village Code of Ordinance granting to CenterPoint Energy Resources Corp, DBA CenterPoint Energy Texas Gas Operations, the right, privilege and franchise to construct, install, extend, remove, replace, abandon, operate and maintain its facilities within the public rights-of-way of the City of Hilshire Village, Texas for the transportation, delivery, sale and distribution of Natural Gas; containing other provisions relating to the foregoing subject; proving for severability and providing an effective date.**

Attorney Bounds said the advantage of the franchise agreement is that you get higher franchise fees.

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, Council Member Schwarz

The motion carried 5-0.

- 4.G. Authorization of Resolution # 2022-234 approving tax-exempt financing by the Hilshire Village Cultural Education Facilities Finance Corporation for the benefit of Providence Classical School, and related matters.**

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

Councilmember Crawford chairs the HVCEFFC and said that this will be 67% of the available funds. Attorney Bounds said the 10 million is the cap for this type of financing.

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

The motion carried 5-0.

- 4.H. Approval of the City of Hilshire Village Ordinance # 822-2022 approving utility billing due dates and fees**

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

City Administrator Blevins said that due to the mail service being extremely slow and elderly residents unable to manage on-line payments that she was recommending that the billing deadlines be tweaked to allow more time before letters and disconnect notices are issued.

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

The motion carried 5-0.

- 4.I. Approve salary increase of 5% for Assistant City Secretary to be effective immediately**

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

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

The motion carried 5-0.

5. REPORTS TO COUNCIL

- 5.A. Mayor Buesinger's Report:** Mayor Buesinger stated that a meeting has been scheduled with Commissioner Ramsey, Council Member Gordy, Council Member Carey, and himself for June 24th.

Council Member Schwarz asked that the idea of Harris County purchasing Lot 1 on Glourie to become a public park be discussed at this meeting with Commissioner Ramsey.

- 5.B. City Administrator's Report:** Administrator Blevins said that the City of Houston has announced that Stage 1 of the Drought Contingency Plan has been activated which includes voluntary alternating days for residential exterior water usage.

Administrator Blevins said that the variance for 7919 Hilshire Green was approved at the June 6th Board of Adjustment meeting.

- 5.C. City Treasurer's Report:** Administrator Blevins said there was fraudulent activity on the utility account. She said she has been working with Amegy bank to recover the funds. Administrator Blevins said that the city is entering into a positive pay program to prevent future fraud.

6. CONSENT AGENDA

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

- 6.A. Disbursements
6.B. Approve Minutes from the Regular Council Meeting of May 17, 2022
6.C. Check Registers

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

7. CLOSED EXECUTIVE SESSION: The Council convened into Executive Session as authorized by Texas Government Code **at 8:02 P.M.**

7.A. Discussion of the duties of the Fire Commissioner

7.B. Discussion and Possible Action to deliberate and consider any actions necessary on any items discussed in the Executive Session. NONE

The Council reconvened the Regular Council Meeting at 8:54 P.M.

8. ADDITIONAL COUNCIL COMMENTS

9. FUTURE AGENDA TOPICS:

Lighting: Council Member Schwarz suggested hiring consultants to prepare plans for comparison and direction.

Structures in front of the front building line

10. ANNOUNCEMENTS

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

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

The motion carried 5-0.

The meeting was adjourned at 9:01 P.M.

Robert Buesinger, Mayor

ATTEST:

Susan Blevins, City Secretary