



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
THURSDAY, OCTOBER 13, 2016
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Brian Muecke called the meeting to order at 6:33 p.m.

Present: Mayor Brian Muecke

City Councilmembers:

William Johnson

Carrol McGinnis

Barry Putterman

Bob Wiener

Kelly Johnson, City Administrator/City Secretary-Treasurer

Lane Standley, Building Official

David Gott, Police Chief

Lisa Modisette, Assistant City Secretary

Alan Petrov, City Attorney

Absent: Matt Woodruff, Councilmember

2. CITIZEN/VISITOR COMMENTS

Russ Hankins, 806 Saybrook, questioned the need for a new officer. He stated Hedwig Village has the highest ratio of officers to residents. Why the need for another detective?

Mayor Muecke stated the new budget does not include funds for a new officer.

- 3. CONSENT AGENDA**– All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

A. Approval of Minutes

None

B. Approval of General Fund Bills

General Fund Bills - #32016 - #32087

Voided Checks – 0

C. Approval of General Fund Bills over \$2,500

Accutek - \$7,300.00

D. Approval of Construction Fund Bills

Sabre Electric Company - \$10,785.82

E. Approval of Police Seizure Bills

0 Items - \$0.00

F. Approval of 2nd Quarter 2016 Investment Report

Councilmember Putterman moved, Councilmember Wiener seconded, for the approval of the consent agenda.

Councilmembers Johnson, McGinnis, Putterman, and Wiener voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – August and September 2016 – Kelly Johnson, City Administrator/City Secretary-Treasurer

Kelly Johnson presented the financial report for the city:

- Revenues and expenditures, year-to-date, are on track at 75% of budget year complete.
- Ad Valorem Revenues – 98% received for the year. New tax bills go out at the end of the month for 2016 Tax for 2017 Budget.
- Sales tax for October 2016 is up 20% over October 2015. Year-to-date sales tax revenue are up 2.38% over 2015.
- Sales Tax Assurance reports – reports are for September 2016.

B. Police Report – September 2016 Crime Report & Statistics – Police Chief Gott

Chief Gott discussed the crime report:

- 19 arrests
- Two assaults, both family violence

- 2 crash robberies – attempted theft of an ATM machine – good response time, suspects fled, ATM not stolen
- Officer Shane Roye initiated a traffic stop. A search of the vehicle found a box from Kay Jewelers. Investigation led to charges of Fraudulent Use of Identification.

Chief Gott stated he would send out to residents a reminder concerning holiday safety through the city's e-notification.

C. Fire Department –Meeting – Councilmember Johnson

Councilmembers Johnson and Putterman reported on the following:

- No meeting in September.
- Village Fire Department Administrative Assistance will be promoted to Department Administrator.
- Hired a new Administrative Assistant – Heather Roland – start date October 25. Previously employed at Katy Fire Department as an Administrative Assistant.
- Village Fire Department Open House will be on October 29, 10 a.m. – 2 p.m.

D. Drainage Committee – Update – Mayor Muecke

Mayor Muecke reported on the following:

- City is close to finalizing the agreement with LJA.
- Councilmember McGinnis has resigned from the Drainage Committee.
- Will appoint a new chairman at the November council meeting.
- Next committee meeting will be October 18 at 2:30 p.m. and will be open to the public.

E. Planning & Zoning Commission – October Meeting – Councilmember/P&Z Liaison Wiener

Councilmember Wiener reported on the following:

- Potential changes to the sign ordinance to benefit the schools and businesses. Some businesses not able to have a sign due to lot size requirements under the ordinance recently passed. Would like to include in the new sign ordinance the ability for improvements to pole signs.
- Next meeting will be on November 1. Agenda items will cover lighting ordinance and parking ordinance. Both are currently a work in progress.

F. Mayor – Report – Brian Muecke

None

G. Building Official – Monthly Report – Lane Standley

Lane Standley discussed the following:

- 8 new houses under construction.
- Number of permits issued for September down slightly compared to August.
- Plans received for the remodel of the Mason Jar location.
- Plans to be submitted for the new location of Bags N More.

H. City Administrator – Update on Decorative Street Poles and Website

Kelly Johnson reported on the following:

- Website Update – The website was visible on the TV monitors for viewing. Kelly Johnson thanked Brandy Jaramillo and Officer Terry Wu for their assistance on the website. Kelly Johnson showed council the various webpages, such as home page, helpful links, city calendar, agendas and minutes. The website should be live next week. The city's current website will have an automatic re-direct to the new website, www.hedwigtx.gov. The new website will have an e-notification option and residents will need to sign up. Cost of the new website - \$5,000 to design and hosting for one year and will be cheaper than the monthly fee for the current website. Kelly Johnson will be responsible for City Hall posting information. Chief Gott will be responsible for Police Department posting information.
- Decorative Street Poles – street poles in the residential areas are installed. Street pole installation along I-10 in the commercial districts is in progress. The secondary signs still need to be installed on the poles. Street poles already removed will be powder coated in a black color and re-used.

5. CONSIDERATION OF ORDINANCES / RESOLUTIONS – The City Council will discuss and consider possible action of the following:

A. Proposed Resolution designating a representative and alternate to the Houston-Galveston Area Council (H-GAC) General Assembly for 2017

Mayor Muecke stated the current city appointees to the Houston-Galveston Area Council (H-GAC) General Assembly for 2016 were Mayor Muecke and Councilmember Putterman. Mayor Muecke recommended Mayor Muecke as the primary representative and Councilmember Putterman as the alternate representative for 2017.

Councilmember Johnson moved, Councilmember McGinnis seconded, to appoint Mayor Muecke as primary and Councilmember Putterman as an alternate representative to the Houston-Galveston Area Council General Assembly for 2017.

Councilmembers Johnson, McGinnis, Putterman, and Wiener voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

6. CONSIDERATION OF CONTRACTS/AGREEMENTS – The City Council will discuss and consider possible action on the following:

- A. Proposed Vehicle Use Agreement for the purpose of the City of Hedwig Village leasing the described vehicle for investigation of insurance related crime and/or fraud

Chief Gott discussed the proposed agreement between the City of Hedwig Village and National Insurance Crime Bureau in regards to the city leasing a vehicle for the purpose of reducing insurance fraud. The terms of the agreement stated the city will pay \$1.00 per year for the lease. The vehicle must be used for insurance related crime investigations. Monthly reports will be submitted to the National Insurance Crime Bureau (NICB). The city will be required to cover the vehicle under the city’s vehicle insurance policy. At the time of the council meeting the make and model of the vehicle was unknown. The vehicle will be unmarked when the city receives it. The agreement is open for renewal.

Councilmember McGinnis moved, Councilmember Johnson seconded, to approve the agreement with the National Insurance Crime Bureau for the lease of a vehicle.

Councilmembers Johnson, McGinnis, Putterman, and Wiener voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

- B. Proposed Agreement with Harris County to house, support, maintain, and confine city prisoners in Harris County Jails.

Chief Gott stated City of Hedwig Village has maintained an agreement with Harris County Sheriff Office for the housing, support, maintenance, and confinement of Hedwig Village prisoners in the event Hedwig Village Police Department needs to transport a municipal prisoner. The cost is \$74.00 per day per prisoner. Chief Gott stated Hedwig Village has never had an instance where the police department has needed to transport a prisoner to the Sheriff Department.

Councilmember Johnson moved, Councilmember Wiener seconded, to approve the agreement with Harris County Sheriff Office for the housing of Hedwig Village prisoners.

Councilmember Putterman stated the signature page of the agreement needs to be updated to reflect the current mayor and current city administrator.

Councilmembers Johnson, McGinnis, Putterman, and Wiener voted "Aye", "Noes" none.

7. CONSIDERATION FOR REQUESTS FOR COUNCIL AUTHORIZATION - The City Council will discuss and consider possible action on the following:

None

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

A. Final Cost Summary of the Hedwig Village Police Facility

Kelly Johnson discussed the total cost of the Police Facility. The total cost was \$4,464,404.07. The facility is over-budget by \$55,615.77. Funding sources include bonds, bank interest, sale of police department generator, Seizure Funds, District Attorney Grant Funds, and Traffic/Mitigation Funds. All bills are accounted for in the report.

Councilmember Wiener thanked former Mayor Sue Speck and former City Administrator Beth Staton for their hard work. He also thanked Mayor Muecke, Kelly Johnson, Chief Gott, and Lane Standley for their continued hard work.

9. CLOSED SESSION – The City Council will retire into Closed Session as authorized by Chapter 551; Texas Government Code, to discuss the following matters:

None

10. ACTION – CLOSED SESSION - The City Council will discuss and consider any action necessary on items discussed in Closed Session.

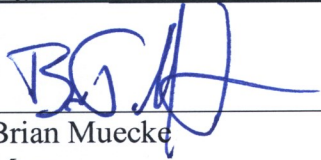
None

11. ADJOURNMENT

Councilmember Putterman moved, Councilmember Wiener seconded, to adjourn the meeting at 7:30 p.m.

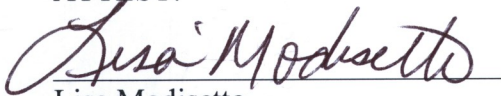
Councilmembers Johnson, McGinnis, Putterman, and Wiener voted "Aye", "Noes" none.
MOTION CARRIED UNANIMOUSLY

Approved and accepted on December 8, 2016.



Brian Muecke
Mayor

ATTEST:



Lisa Modisette
Assistant City Secretary