



**CITY OF HEDWIG VILLAGE, TEXAS
CITY COUNCIL MEETING
SPECIAL CITY COUNCIL MEETING
THURSDAY, SEPTEMBER 5, 2019
3:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Pro-Tem Matt Woodruff called the meeting to order at 3:38 p.m.

Present:

Councilmember Harry J. Folloder	Kelly Johnson, City Admin./Secr.-Treasurer
Councilmember Dane Johnson	David Gott, Police Chief
Councilmember Susan Mathews	Kevin Taylor, Building Official (left at 4:47 p.m.)
Councilmember Shirley Rouse	Even DuVall, Assistant Building Official (left at 4:00 p.m.)
Councilmember Matt Woodruff	Lisa Modisette, Assistant City Secretary

Absent: Mayor Brian T. Muecke (arrived at 3:55 p.m.)

2. AN ORDINANCE CALLED A JOINT PUBLIC HEARING TO BE HELD BEFORE THE CITY COUNCIL AND THE PLANNING AND ZONING COMMISSION OF THE CITY OF HEDWIG VILLAGE, TEXAS, FOR THE PURPOSE OF CONSIDERING A PLANNED UNIT DEVELOPMENT FOR THE REDEVELOPMENT OF THE EXISTING MEMORIAL HIGH SCHOOL CAMPUS, CONSISTING OF AN APPROXIMATELY 31.56 ACRE TRACT LOCATED AT THE SOUTHWEST CORNER OF GAYLORD DRIVE AND ECHO LANE, HEDWIG VILLAGE, TEXAS, COMMONLY REFERRED TO AS MEMORIAL HIGH SCHOOL WEST CAMPUS, AND AN APPROXIMATELY 13.43 ACRE TRACT LOCATED AT THE NORTHEAST CORNER OF GAYLORD DRIVE AND ECHO LANE, HEDWIG VILLAGE, TEXAS, COMMONLY REFERRED TO MEMORIAL HIGH SCHOOL EAST CAMPUS, IN THE RESIDENTIAL DISTRICT A ZONING DISTRICT.

Kelly Johnson, City Administrator, City Secretary-Treasurer, stated the ordinance calling for the Joint Public Hearing incorrectly stated the Joint Public Hearing will be held on October 7, 2019 at 6:00 p.m. The ordinance should read the hearing will begin at 5:00 p.m.

Councilmember Rouse expressed several concerns regarding the time the public hearing will be held and the completeness of the Planned Unit Development (PUD) application. She stated the PUD application, as submitted, is incomplete and the City should not schedule a public hearing until the application is complete. She expressed concern that the Planning and Zoning Commission (P&Z) will not have enough time to review the completed application prior to the public hearing scheduled for October 7, 2019. She also stated the public hearing should not be

held prior to 6:30 p.m. to accommodate the residents who work. She was concerned the required notification letter to all property owners would not be mailed with sufficient time for residents to plan to attend the public hearing. She stated the public hearing should be well attended due to the fact that many residents have children that attend the high school.

Kevin Taylor, Building Official, stated the PUD application is complete and has received preliminary approval from the Building Department. The application was submitted to the City with all the necessary documents, including a list of the requested variances, the traffic impact analysis (TIA), a drainage plan, a fence plan, and a landscaping plan. The landscaping plan is not necessary due to the large amount of green space the high school already has. There are comments and issues from City staff and P&Z regarding several of the documents that will need to be addressed. He stated P&Z has reviewed the application as submitted.

Councilmembers discussed the importance of resident input regarding the Memorial High School PUD and holding the public hearing after the City staff and P&Z comments and issues have been resolved. They discussed holding more than one public hearing for more input from the residents. They suggested that the notification letter to all property owners include a list of P&Z and City Council meetings the residents can attend to see a presentation from the school district regarding the high school renovations.

Councilmember Folloder moved, Councilmember Mathews seconded, to approve the ordinance calling for a Joint Public Hearing to be held on October 7, 2019 at 6:00 p.m.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

- 3. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEDWIG VILLAGE, TEXAS, AMENDING CHAPTER 14, BUILDINGS AND BUILDING REGULATIONS, ARTICLE VI, MAINTENANCE OF PROPERTY DURING CONSTRUCTION, OF THE CODE OF ORDINANCES OF THE CITY OF HEDWIG VILLAGE, TEXAS, BY AMENDING SECTION 14-214, HOURS WHEN CONSTRUCTION ACTIVITIES PROHIBITED, TO ALLOW SPECIAL CONSTRUCTION HOURS WITH ADVANCED APPROVAL FROM THE BUILDING OFFICIAL AND NOTICE; SECTION 14-215, PORTABLE TOILETS, TO MODIFY THE SETBACK REQUIREMENTS OF PORTABLE TOILETS ON CONSTRUCTION SITES; SECTION 14-216, OFF-STREET PARKING, TO REQUIRE SIGNS POSTED AT THE CONSTRUCTION SITE TO INFORM WORKERS OF ALLOWABLE PARKING AREAS; AND SECTION 14-217, PENALTY; STOP WORK ORDER, TO PROVIDE FOR PENALTIES AND STOP WORK ORDERS FOR PERSONS VIOLATING CHAPTER 14, ARTICLE VI OF THE CODE OF ORDINANCES.**

Kevin Taylor, Building Official, stated the change to Section 14-214 will assist the construction company to allow work outside the approved residential construction hours in case of valid reason or for instances of concrete pours or a broken water line.

Councilmember Johnson suggested changing the language in Section 14-214, first asterisk, to read "Upon showing of good cause, any work performed outside of these permitted hours must be approved by the Building Official."

Kevin Taylor, Building Official, stated the change to Section 14-215 would allow greater flexibility in placing a portable toilet on the residential construction site. He stated the change to Section 14-216 would require placement of parking signs near residential construction sites to notify workers of allowable parking areas.

Councilmember Johnson suggested removing the first "approved" from the last line in the Section 14-216, Off-street parking.

Kevin Taylor, Building Official, stated the change to Section 14-217 would give the Building Department the ability to issue a stop work order if violations of Chapter 14 were found to occur.

Councilmember Folloder moved, Councilmember Rouse seconded, to approve the ordinance amending Chapter 14, Article VI, of the Code of Ordinances.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

Councilmember Johnson moved, Councilmember Rouse seconded, to amend the motion approving the changes to the language as discussed.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

4. DISCUSSION REGARDING THE PROPOSED 2020 BUDGET.

Kelly Johnson, City Administrator/City Secretary-Treasurer, reviewed the changes in the proposed 2020 Budget from the previous workshop. There were several increases in expenditures in the proposed 2020 Budget.

- Estimate for the employee health insurance has increased from fifteen percent to twenty five percent. The increase is estimated at \$37,600.
- Additional annual licenses fees the City will be required to pay. The increase is approximately \$3,000.
- Increase of \$5,900 to the Reserve Fund.

Due to the estimated increases in expenditures, the proposed tax rate will increase to \$0.318478, which is \$0.005 above the rollback rate. The proposed tax rate will increase revenues by \$46,500.

Councilmember Mathews confirmed that \$14,000 was moved from the Beautification line item to the Park Improvement line item. The tree planting along the I-10 Frontage Road has been postponed. The required watering of the trees was estimated to be \$14,000.

Councilmember Rouse asked what the City will spend \$25,000 on for Park Improvements.

Councilmember Folloder and Kelly Johnson stated the \$25,000 will be spent on various improvements at the City Park, such as fall zones around the play equipment, and at the pocket park.

5. DISCUSSION AND POSSIBLE ACTION ON PROPOSED TAX RATE THAT WILL EXCEED THE EFFECTIVE TAX RATE.

Councilmembers discussed the possibility of approving a proposed tax rate above the rollback rate. This approved tax rate would only be the not to exceed tax rate. This tax rate could be lowered at the upcoming budget meeting when the 2020 Budget will be approved.

Councilmember Folloder moved, Councilmember Johnson seconded, to adopt the 2019 tax rate of \$0.323478, which is \$0.01 over the rollback rate.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

6. SET SCHEDULE FOR TWO PUBLIC HEARINGS.

Two public hearings were set for September 19, 2019 at 6:00 p.m. and September 27, 2019 at 8:30 a.m. at City Hall.

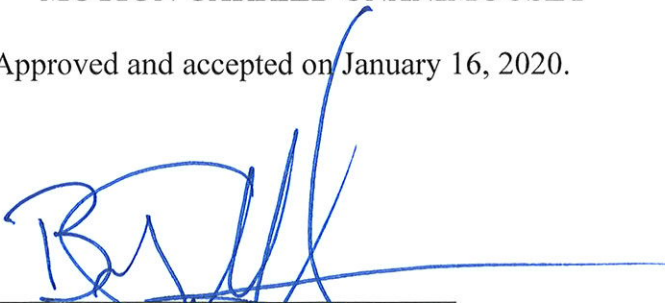
7. ADJOURN

Councilmember Folloder moved, Councilmember Woodruff seconded, to adjourn the meeting at 5:35 p.m.

Councilmembers Folloder, Johnson, Mathews, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on January 16, 2020.



Brian T. Muecke, Mayor

ATTEST:



Lisa Modisette, Asst. City Secretary