



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
FEBRUARY 20, 2020
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

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

Present: Mayor Brian T. Muecke

Councilmember Harry J. Folloder	Kelly Johnson, City Admin./Secr.-Treas.
Councilmember Dane Johnson	Alan Petrov, City Attorney
Councilmember Shirley Rouse	David Gott, Police Chief
Councilmember Matt Woodruff	Kevin Taylor, Building Official
	Lisa Modisette, Assistant City Secretary

Absent: Councilmember Susan Mathews

2. CITIZEN/VISITOR COMMENTS

Lynn Hall, 826 Heather Court, thanked City Council for the ordinance regarding the feeding of animals within the City. She also requested assistance from the City regarding a drainage issue on her property and the adjacent property. She stated the drainage issue began years ago when the house behind hers was built. The property owners of the newer home filled in a natural low area that allowed water to drain away from the properties. She stated she and other neighbors have spent thousands of dollars trying to alleviate the yard flooding since the house behind hers was built. She requested assistance from the City to deal with the drainage issue that has become expensive to maintain.

- 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

October 17, 2019 Regular Council Meeting
November 21, 2019 Regular Council Meeting
December 19, 2019 Regular Council Meeting
January 10, 2020 Special Council Meeting
January 16, 2020 Regular Council Meeting

B. Approval of General Fund Bills

General Fund Bills
Voided Checks – two checks

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

Accutek - \$11,023.41
Johnson Petrov - \$2,978.50

Capital Technology Grp - \$14,999.93
TML IRP - \$22,165.50

D. Approval of 4th Quarter 2019 Investment Report

Motion was made by Councilmember Folloder and seconded by Councilmember Johnson to sever agenda item 3A, Approval of Minutes, from the Consent Agenda. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

Motion was made by Councilmember Johnson and seconded by Councilmember Folloder to approve the Consent Agenda with the listed minutes removed. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

Mayor Muecke and Councilmember Rouse requested corrections to the October 17, 2019 Regular minutes, the November 21, 2019 Regular minutes, and the January 10, 2020 Special minutes.

Motion was made by Councilmember Woodruff and seconded by Councilmember Johnson to approve the December 19, 2019 and the January 16, 2020 minutes as presented and to approve the October 17, 2019, the November 21, 2019, and the January 10, 2020 minutes as corrected. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – January 2020 (before audit) – Kelly Johnson

Kelly Johnson discussed the following;

- The City is fully collateralized.
- The City has \$2.68M in restricted funds and \$2.80M in available funds.
- Revenues and expenditures for 2020 are at approximately 8% of budget.
- The City is at 88% for ad valorem current year collections.
- Sales tax for 2020 is approximately 17% higher over the same time period in 2019.

Councilmember Rouse asked if the 2019 expenses paid for in 2020 have been accounted for in the 2019 year-end financial report. Councilmember Folloder asked if Frost Bank is working out since the depository agreement went into effect.

Kelly Johnson stated the 2019 expenses have been accounted for and Frost Bank is working out well for the City.

B. Police Report – 2019 Racial Profiling Report, 2019 Annual Report, January 2020 Crime Report & Statistics – Chief David Gott

Chief Gott discussed the following:

- The 2019 Annual report is available online on the website. He encouraged everyone to read the report.
- The crime report for January is similar to the previous month, however:
 - There was one sexual assault reported but upon investigating it was determined no assault occurred.
 - Several juvenile suspects were detained for Burglary to a Motor Vehicle (BMV). One suspect lives in the City and was released to an adult family member.
- The officers have been fully trained in the use of the defibrillators that were recently purchased.
- The 2019 Racial Profiling Report is complete. The department is required to present the report to the governing body. The report is a statistical report of all the traffic stops made by the officers in 2019. The data shows the department does not have a racial profiling issue.
- Sgt. Kessner passed away on February 19, 2020. The visitation and funeral will be held in Clute, Texas on February 28, 2020 and February 29, 2020, respectively.
- Chief Gott reviewed steps to take to avoid being a victim of crime. Do not leave valuables (purse, briefcase, bag, etc.) in the vehicle. Do not leave a purse or bag in the vehicle when pumping gas. Wear your purse or bag while shopping, do not leave it in the shopping cart. Be aware of your surroundings. A list of crime preventive tips are available on the police department's website.

C. Fire Department – Commissioner Bill Johnson & Councilmember Folloder, Alternate Fire Commissioner

Fire Commissioner Bill Johnson discussed the following:

- The fire department presented the annual report to council at the January meeting. Several councilmembers had asked if the statistics could be broken down by each village. A “break-down” report would be difficult to complete with the current software. However, the new dispatch software the department will install after the renovations will enable the department to complete the annual statistical report by village.
- The fire department received seven bids for the renovation work to be done at the fire station. The fire department required the bids to be firm for 90 days in the event the Commissioners had to go back to their respective villages. The Construction Sub-Committee will review the bids for the best value. A recommendation will be presented to the Fire Commissioners at the February 26, 2020 meeting. The approximate \$5 million set aside by the villages should be enough to complete the project. The fire department is still working through several issues regarding the temporary facilities to be used during the renovation.

D. Beautification – Bob Wiener, Chair

Chairperson Bob Wiener discussed the following:

- The Beautification Committee is in the planning phase for 2020 projects. The committee will establish a schedule for ongoing projects.
- The Campbell Road esplanade has been replanted with fresh flowers and plants. The southern portion of the esplanade project is on hold.
- The area on Gaylord between Memorial Church of Christ and the historical marker should be cleaned up and if possible, several benches could be placed in the area.
- There is a possibility of replanting trees on Brogden Road.
- The committee will hold meetings on the first Tuesday of every month at 8:00 a.m. at City Hall.

Councilmember Johnson asked about the dog waste stations.

Chairperson Wiener stated he has heard only positive comments. He stated there are nine dog waste stations throughout the City.

E. Mayor – Monthly Report – Brian Muecke

Mayor Muecke discussed the following:

- Early voting for the Harris County Primary has started. He urged everyone to vote.
- Tom Ramsey is running as a Republican for Harris County Commissioner, Precinct Three. He is a civil engineer as well as Mayor of Spring Valley Village. He would be an excellent choice for Harris County Commissioner, Precinct Three. Kristi Thibaut is a former State Representative and would be a good Democratic choice for the Commissioner position.

F. Building Official – Kevin Taylor, Building Official

Kevin Taylor, Building Official, discussed the following:

- The white building – The build-out for tenant office space on the third floor is underway.
- Moody Project – Fast progress is being made on the parking garage and Office Building A. The build-out for Massraff's is ongoing.
- Insurance Services Office (ISO) Rating – The City has submitted the paperwork and is awaiting a response from the ISO representative.
- Stream Project – Federal Grill Restaurant is expected to be open soon.
- Memorial High School – The plat for the main campus has been submitted and will be recorded at the Harris County Clerk's Office as soon as possible. The school district is reviewing the plan review comments from the City's Building Official and will meet to discuss the comments. The concrete for half of the tennis courts has been poured. The sanitary sewer line tie-in will be completed during spring break.
- Right-of-way enforcement – Citations have been issued and work stopped at several unpermitted job sites in the City's right-of-way (ROW). The City is in contact with TxDOT for a better process for I-10 ROW permits.
- Jobsite maintenance – inspections are ongoing.

- BBG Consulting, Inc. donated a tree to the City that was planted on Glen Echo.
- Evan DuVall has been working with Centerpoint Energy to get quotes to replace the standard streetlight poles with decorative poles on both sides of Gaylord Drive between Bunker Hill Road and Echo Lane. The quote received from Centerpoint to replace the streetlight poles on Gaylord was \$54,000.

Councilmember Folloder asked about the sewer tie-in the school district will be doing on Piney Point Road during spring break. He asked if the contractors would replace the concrete section with asphalt or concrete.

Kevin Taylor stated the contractors would replace the entire section of roadway from expansion joint to expansion joint with concrete.

Mayor Muecke asked if the Moody Project has applied for and received a building permit for the second office building. Councilmember Folloder asked if the Moody Project was using the vacant Memorial Inn property as a staging/parking area.

Kevin Taylor stated the second building permit was issued in November or December of 2019. He stated the vacant Memorial Inn property is being used as a staging/parking area by the school district contractors and the Moody Project contractors to relieve street congestion.

G. Planning & Zoning Commission – Pat Murphy, Chair & Councilmember Susan Mathews, Council Liaison

Chairperson Pat Murphy discussed the following:

- The president for the Memorial Grove Homeowners Association attended the P&Z meeting to comment on graffiti on public property along their rear property line. He also requested additional lighting to illuminate the sidewalk in the same area.
- Evan DuVall attended the P&Z meeting held on February 4, 2020. He provided P&Z with a map that shows the largest property owners and a map that shows the highest property values in the commercial district. This information may assist in talking to the property owners about forming a management district.
- Evan DuVall has worked on a landscaping ordinance for the commercial district. P&Z has reviewed the landscaping ordinance and have referred it to Zach Petrov, City Attorney, for further review. P&Z recommends having a landscaping ordinance for the commercial district.
- Pat Murphy suggested councilmembers read Section 302 of the Planning and Zoning Code. He stated Section 302 suggests that P&Z should be doing more for the short-term and long-term benefits of the City. P&Z will be reviewing the short-term and long-term goals of the City to encourage additional commercial and residential redevelopment.
- Pat Murphy and Evan DuVall met with Centerpoint regarding relocating the powerlines in the commercial district from the front of the properties along the I-10 Frontage Road to the back of the properties along Gaylord Drive. P&Z does not have a cost estimate from Centerpoint Energy yet for the powerline relocation.

Terry Vick stated the public property behind the condos belongs to Harris County Flood Control District. Mayor Muecke asked Kevin Taylor to check into the availability of electricity and if the City can add lighting to this area.

H. City Administrator – Monthly Update – Kelly Johnson

Kelly Johnson discussed the following:

- The lights in the City Park have been fixed.
- Terry Vick and crew have been sprucing up the plantings at City Hall, the police station, and the City Park.
- Terry Vick and crew will put down crack sealant on some of the streets in the City.
- Letters have been sent to several residents regarding disposing of yard and tree trimmings in nearby drainage ditches.
- The court conversion to Incode is complete but some data is incomplete. The court clerk had to correct data and/or input the missing data.
- The City Engineer from City of Piney Point Village notified the City regarding a drainage project they will start on Beinhorn between Hedwig Road and Piney Point Road. The City will send out a letter to residents in that area who will be affected by the construction. The City will share the cost with the City of Piney Point Village for a school crosswalk. The City will also share the cost with City of Bunker Hill Village for a school crosswalk on Taylorcrest close to Magdalene Drive.
- Evan DuVall spoke with Centerpoint regarding replacing the streetlight poles on the north side of Gaylord between Bunker Hill Road and Echo Lane. The cost estimate is \$54,000 to replace twenty streetlight poles. It may be possible to get assistance from the Moody Project and from the Beautification line item budget to cover this expense.
- The General Election that would have been held in May will be cancelled. An ordinance to cancel will be on the March 12 council meeting agenda for approval.

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

- A.** An Ordinance of the City Council of the City of Hedwig Village, Texas, amending Chapter 10, Animals, Article I, In General, Code of Ordinances of Hedwig Village, by adding a new Section 10-4, Feeding of Animals, for the purpose of controlling the feeding of animals on public and private property.

Councilmember Woodruff stated several residents have made complaints regarding others feeding the stray and abandoned animals in the City. The proposed ordinance would impose restrictions or limitations on the feeding of the animals. The proposed ordinance prohibits animal feedings on public property, restricts animal feedings on private property, places a time limitation for animal feedings on private property, and allows animal feedings only if the feeding is used to trap the animal and the City Administrator has given written permission.

Councilmember Rouse asked how the residents will be notified of the ordinance.

Kelly Johnson stated the ordinance will be published in the Memorial Examiner, the City's official newspaper, and placed on the City website.

Motion was made by Councilmember Johnson and seconded by Councilmember Rouse to approve the ordinance regarding the feeding of animals. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

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

A. Approval of the First Amendment to the Second Amended and Restated Congestion Mitigation/Traffic Management Agreement between METRO and the City of Hedwig Village.

Mayor Muecke stated this proposed amendment would extend the agreement between METRO and the City of Hedwig Village until the year 2040. He stated the current agreement will expire in 2025.

Motion was made by Councilmember Woodruff and seconded by Councilmember Folloder to approve the first amendment to the second amended and restated Congestion Mitigation/Traffic Management Agreement. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

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. AG/CM progress report related to the Hedwig Village Paving and Draining Project.

Amos Byington, Project Manager with AG/CM, discussed the following:

- LJA is in the data collection phase for the original scope of work regarding the west side of the City.
- The original scope of work was delayed in order to collect data for the additional scope of work approved by Council at the January 2020 meeting. The additional scope of work involved surveying the Dunbeath/Lochtyne area. The additional surveying has been completed and the original scope of work has been restarted.
- A team meeting was held to discuss proposed Harris County Flood Control District boundaries. The team consisted of Mayor Muecke, Councilmember Woodruff, and representatives from LJA and AG/CM.
- The team also discussed measurable drainage goals.
- The January 2020 drainage report presented to Council has been modified and is under review.

Councilmember Rouse asked when the modified drainage report will be presented and available for Council review.

Amos Byington stated AG/CM is reviewing the modified report. LJA will present the modified report to Harris County Flood Control District.

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.

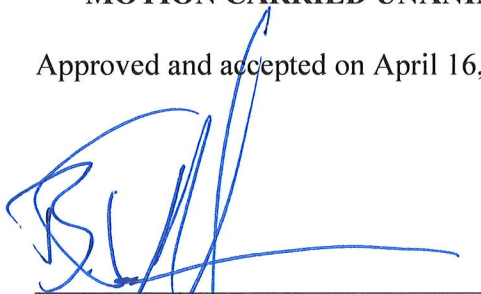
None

11. ADJOURN

Motion was made by Councilmember Folloder and seconded by Councilmember Johnson to adjourn the meeting at 7:58 p.m. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on April 16, 2020.



Brian T. Muecke, Mayor

ATTEST:



Lisa Modisette, Asst. City Secretary