



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
THURSDAY, AUGUST 10, 2017
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Muecke called the meeting to order at 6:32 p.m.

Present: Mayor Brian Muecke

Councilmember Barry Putterman	Kelly Johnson, City Admin./Secr.-Treasurer
Councilmember Shirley Rouse	Lane Standley, Building Official
Councilmember Bob Wiener	David Gott, Police Chief
Councilmember Matt Woodruff	Alan Petrov, City Attorney
	Lisa Modisette, Assistant City Secretary

Absent: Councilmember Carrol McGinnis

2. CITIZEN/VISITOR COMMENTS

None

- 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

July 13, 2017 Joint Public Hearing
July 13, 2017 Regular Council Meeting

B. Approval of General Fund Bills

General Fund Bills - #32711- #32768
Voided Checks – #32764, 32765, 32766

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

Johnson Petrov - \$6,912.95	Bob Baldwin - \$2,795.00
LJA Engineering - \$20,889.54	Sam's - \$3,491.70

D. Approval of Construction Fund Bills

0 Items - \$0.00

E. Approval of Police Seizure Bills

0 Items - \$0.00

F. Approval of the 2nd Quarter 2017 Investment Report

Councilmember Putterman requested the July 13 minutes for the Joint Public Hearing be removed from the consent agenda for corrections:

Page 1 – time listed in header should read “6:00”, not “6:30”

Councilmember Woodruff requested the July 13 minutes for the Regular City Council meeting be removed from the consent agenda for corrections:

Page 3 – agenda item 4D, last bullet point – Mayor Muecke stated the correction should read as follows: insert the language after the word “I-10” and before the word “the” to read “:rather, it encroaches along” and remove the words “on the”

Councilmember Putterman moved, Councilmember Woodruff seconded, for the approval of the Consent Agenda with the corrections to both July minutes.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – August 2017 – Kelly Johnson, City Administrator/City Secretary-Treasurer

Kelly Johnson discussed the financial report:

- She stated one employee resigned and one employee is out on medical leave.
- She discussed the sales tax report which is down 2% year to date.
- She mentioned the Texas Municipal League Conference (TML) will be the first week of October in Houston at the George R Brown Convention Center.
- Holiday Dinner is scheduled for December 6th and the Holiday Open House will be December 14th before the council meeting.

B. Police Report – August 2017 Crime Report & Statistics – Police Chief Gott

Chief Gott discussed the police report:

- He discussed the changes in school signage and crosswalks.
- He stated the investigation into the murder of Mrs. Bernard was ongoing.
- He stated the department increased the patrols in the neighborhoods.

- He stated the department made 54 arrests in July.

C. Fire Department – Meeting – Fire Commissioner Bill Johnson

Fire Commissioner Bill Johnson discussed the following:

- He stated the response times look good.
- He stated the strategic plan for the fire department is good.
- The department is about 4% under budget year to date.
- VFD is not up to national standards on fire suppression. The department requires the assistance of Houston Fire Department in order to fight a fire.

Mr. Johnson stated the Village Fire Department (VFD) station is 37 years. When the building was built it was designed to hold six firefighters, one dispatcher, and several staff members. Today the building holds ten firefighters, two dispatchers, and several staff members. During emergencies, the station may hold as many as 13 firefighters and additional staff. The station is also the Emergency Operation Center for the six villages and three police departments.

The Fire Commissioners formed a sub-committee to evaluate the building. The commissioners hired a firm, BRW, which specializes in designing fire stations to evaluate the needs of the building as well as the needs of the department. They created three options with cost estimates with two options that included renovations and expansion of the existing building for current and future use. The two options range from \$5 million to \$6.2 million. The third option was to tear down the building and rebuild at a cost of \$8.2 million. The Fire Commission sub-committee used those three options to develop a lower cost fourth option that would address the current needs of the department at a cost of \$2.8 million. Hedwig Village's portion of the funds to renovate would be approximately \$555,000.

The Fire Commissioners request all six cities consider the project and provide input. Will the cities commit to providing the funds necessary to renovate the fire station? The target date for construction will be in 2019. This will give the cities ample time to discuss and decide on funding. VFD has enough funds in the Facility Funds to fund the conceptual drawings.

The inter-local agreement does not address capital construction funding from the members Villages. The sub-committee based the renovation funding percentages on the current ratio of funding from the cities to VFD for its operating budget. The inter-local agreement states all cities must agree to the expense.

D. Drainage Committee – Update – Mayor Muecke

- See agenda item 8B.

E. Planning & Zoning Commission – Meeting Update – Councilmember Shirley Rouse

Councilmember Rouse discussed the following:

- She created a chart of the Planning & Zoning (P&Z) topics under discussion. The chart highlights at what stage each topic is at, when the topic was recommended to council, and the outcome of the topic.

F. Mayor – Mayor’s Monthly Report – Brian Muecke

Mayor Muecke discussed the following:

- He appointed Robert “Pat” Murphy as Vice-Chair of the Planning & Zoning Commission.

G. Building Official – Monthly Report, Update on Noise Abatement – Lane Standley

Lane Standley discussed the following:

- Permits for July are about the same as last month.
- Permit clerk resigned and new employee will start August 14.
- 8 houses under construction
- TxDOT Noise Reduction Project – almost complete. Grooving is done, spall repairs are underway, and striping will begin when repairs are complete.

H. City Administrator –TML Conference, Holiday Dinner and Open House, Storm Harvey, Recycle Day, Additional Budget Workshop – Kelly Johnson

Kelly Johnson reported on the following:

- See agenda item 4A

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 Article V, Zoning Regulations, Section 506, Business District B, Subsection M, Height of Improvements to Property, of the Hedwig Village Planning and Zoning Code relating to Building Heights within the City’s Business District.

Susan Mathews, Chairperson of P&Z, stated a Joint Public Hearing was held on August 10 in the morning. No one was present to speak on the topic.

P&Z held a Special Meeting after the Joint Public Hearing to vote on a final recommendation to City Council to approve the change to lower building heights in Business District B4 to 70 feet.

Councilmember Woodruff moved, Councilmember Rouse seconded, to adopt the ordinance relating to building heights in Business District B4.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

- B. An Ordinance of the City Council of the City of Hedwig Village, Texas amending Article III, Decision-Making and Administrative Bodies, Section 302, Planning and Zoning Commission of the Hedwig Village Planning and Zoning Code relating to the Membership of the Planning and Zoning Commission.

Susan Mathews, Chairperson of P&Z, stated a Joint Public Hearing was held on August 10 in the morning. No one was present to speak on the topic.

P&Z held a Special Meeting after the Joint Public Hearing to vote on a final recommendation to City Council to reduce the number of P&Z members from nine to seven which would lower the required number of members to constitute a quorum from five to four.

Councilmember Wiener asked if there was a mechanism in place to remove members who miss several meetings. P&Z is sometimes unable to conduct a meeting due to lack of a quorum. The city does not have such a mechanism in place. State law does give the City Council the authority to remove members for just cause.

Councilmember Putterman moved, Councilmember Rouse seconded, to adopt the ordinance relating to reducing the number of Planning & Zoning members from nine to seven.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

- C. An Ordinance calling 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 an amendment to Article V, Zoning Regulations, Section 506, Business District B, Subsection D, Parking, of the Hedwig Village Planning and Zoning Code relating to new parking requirements for establishments other than restaurants within Business District B of the City.

Susan Mathews discussed P&Z’s work to update the parking requirements for uses other than restaurants.

- No changes in residential parking
- No changes in parking for hotel/motel
- Minor changes in parking for medical/dental offices

- Minor changes in parking for churches and schools
- Minor changes in parking for retail services
- Minor changes in the size of a parking space

Councilmember Woodruff moved, Councilmember Rouse seconded, to adopt the Ordinance calling for a Joint Public Hearing.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

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

None

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

A. Consideration and Possible Action regarding Appointments to the Planning and Zoning Commission for One and Two Year Periods.

Mayor Muecke recommended the following individuals to serve on the Planning and Zoning Commission with the expiration of terms listed:

- Susan Mathews – term expires May 31, 2019 – remains as chairperson
- Robert “Pat” Murphy – term expires on May 31, 2019 – remains as vice-chair
- Thomas “Tom” Roth – term expires May 31, 2019
- Minh Ly – term expires May 31, 2019
- Barbara Abrams – term expires May 31, 2018
- Larry Opalka – term expires May 31, 2018
- Diana Kopelman – term expires May 31, 2018

Councilmember Rouse moved, Councilmember Wiener seconded, to approve the recommendations for terms expiring in 2019 as listed.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Councilmember Putterman moved, Councilmember Woodruff seconded, to approve the recommendations for terms expiring in 2018 as listed and remove Sylvie Bucci and Rakesh Verma from the commission.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Councilmember Wiener moved, Councilmember Putterman seconded, to re-affirm the appointment of Minh Ly to the Planning and Zoning Commission.

Councilmembers Putterman, Rouse, Wiener, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

A. Certificate of Special Recognition to Marguerite Holm

Mayor Muecke thanked Tom Roth for the time and effort he has spent interviewing the residents of Hedwig Village for a city history.

Mayor Muecke read into the record the Special Recognition presented to Mrs. Marguerite Holm from the city. Mrs. Holm is a long-time resident and has reached the milestone of one hundred years of age.

B. Presentation by LJA Engineering regarding the Drainage Study

Jeff Cannon presented a 2017 Master Drainage Plan Project Update. He stated the presentation will cover the history of Hedwig Village drainage in the past, the existing conditions and evaluations, alternative analysis, current conclusions, what’s next in the project, and a question and answer period.

Jeff Cannon stated Hedwig Village started installing drainage 20 years ago to drain water into Hunters Branch. During that time period there have been changes to the area, such as Texas Department of Transportation (TxDOT) rebuilding Interstate 10 (I-10) and the TIRZ 17 was formed. In addition, Bunker Hill Road was lowered.

In 2016, Hedwig Village City Council approved a Master Drainage Study to improve on the existing drainage system. The Drainage Study incorporated older studies in addition to current information.

Jeff Cannon stated there are two components to consider about drainage. The underground component is the water that flows through the existing drainage pipes. The overland flow is the water that flows over land after the drainage pipes are full. The Piney Point Fault Line is the natural barrier between the Soldier’s Creek watershed and the Hunters Branch watershed. The study also shows that there is a man-made extension to Soldier’s Creek.

The Master Drainage Study shows that overland water from the southwest of the city does not flow into Soldier’s Creek but flows into Hunters Branch. The study also shows

water that should flow in the W151 drainage ditch to the west of the city instead flows across Bunker Hill Road into Hedwig Village. The study shows no water flows into the city from north of I-10.

The city would need to have a meeting with Harris County Flood Control District (HCFCD) to explain that the current Soldier's Creek and Hunters Branch watersheds are incorrect. HCFCD is the organization that determines what the watershed boundaries are and would be the organization to change the watershed maps to reflect current overland water flow patterns.

Jeff Cannon stated the existing underground drainage system was not designed to include water from west of Bunker Hill Road only water that falls in the city and water from the I-10 TxDOT drainage ditch on Campbell Road by the Village Fire Department.

The water that flows into the city from the west of Bunker Hill Road is approximately 620 cubic feet per second (cfs), the water that lands in the city from a rain event is approximately one thousand cfs, and the water that flows from I-10 is approximately one hundred cfs for a total of 1720 cfs. The current system, both overland and underground, in the city can handle about 1200 cfs flowing into Hunters Branch and about 80 cfs flowing into Soldier's Creek for a total of 1280 cfs. The ponding or street flooding that occurs during a storm is due to more water coming into the city than flows out of the city.

Jeff Cannon stated moving water into Soldier's Creek will be difficult because it will increase the overland flow into Piney Point Village.

Possible solutions include:

1. Upsize the current storm sewer drainage system – computer modeling shows an increase in water removal
2. Partner with other entities to remove water to Buffalo Bayou – computer modeling shows an increase in water removal but also an increase in cost. This solution would require coordinating with other entities.
3. Regrade the main roads in the city – computer modeling shows even more water removal to Hunters Branch
4. Combining solution #1 and #3 – computer modeling shows the most increase in water removal

Jeff Cannon stated the next steps would be to refine the modeling on solution #4 and coordinating with other municipalities and organizations such as HCFCD.

Councilmember Woodruff asked what the procedure would be to show HCFCD that the water flows to Hunters Branch and not to Soldier's Creek.

Jeff Cannon stated there is no set procedure. He stated the city may need to show HCFCD that the city will create restrictors in order to detain water.

C. Discussion regarding the Proposed 2018 Budget

Councilmembers had a discussion on road life and how to determine when to replace a road.

Councilmember Woodruff agrees with having a Capital Replacement Plan for a 10 year period for items such as vehicles and equipment.

Budget Workshop and Budget Public Hearing dates were scheduled as follows:

- September 7, 2017, 8:00 a.m. – Workshop
- September 22, 2017, 9:00 a.m. – Public Hearing
- September 28, 2017, 6:30 p.m. – Public Hearing

D. Discussion regarding scheduling a Workshop Meeting with Planning and Zoning relating to establishing a Planned Unit Development (PUD) within Business District B of the City.

Mayor Muecke stated P&Z sent a recommendation to City Council in 2015 concerning a PUD. He suggested a joint workshop between City Council and P&Z to discuss and review the PUD recommendation.

P&Z is available for a joint workshop on September 5 and October 3.

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 Woodruff moved, Councilmember Rouse seconded, to adjourn the meeting at 9:46 p.m.

Councilmembers Putterman, Rouse, Wiener and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on October 12, 2017.

Brian T. Muecke, Mayor

ATTEST:

Lisa Modisette, Asst. City Secretary