



**CITY OF HEDWIG VILLAGE, TEXAS  
REGULAR MONTHLY CITY COUNCIL MEETING  
NOVEMBER 19, 2020  
6:30 P.M. - 955 PINEY POINT ROAD**

**MINUTES**

In accordance with Governor Abbott's Executive Order dated March 16, 2020 and continued by Executive Orders dated April 12, 2020, May 12, 2020, June 11, 2020, July 10, 2020, August 8, 2020, September 17, 2020, October 7, 2020 and November 6, 2020 relating to the COVID-19 pandemic and the need to minimize face-to-face contact, the City of Hedwig Village held the November 19, 2020 meeting in person with several participants joining the meeting via Zoom, as noted below.

**1. CALL TO ORDER**

Mayor Muecke called the meeting to order at 6:38 p.m.

Present: Mayor Brian T. Muecke

Councilmember Harry J. Folloder  
(via phone)  
Councilmember Dane Johnson  
Councilmember Susan Mathews  
Councilmember Shirley Rouse  
(via phone)  
Councilmember Matt Woodruff

Kelly Johnson, City Admin./Secr.-  
Treas.  
David Gott, Police Chief  
Will Petrov, City Attorney  
Kevin Taylor, Building Official  
Evan DuVall, Asst. Building Official  
Lisa Modisette, Asst. City Secretary

Absent: None

**2. CITIZEN/VISITOR COMMENTS**

Sylvie Bucci, 11751 Skene Way, spoke in opposition to the proposed amendment to remove the percentage of allowable medical offices. She stated the intent of the higher percentage of allowable medical office was to encourage more sales tax generating businesses in the business districts of Hedwig Village. She stated more retail in the City would give the residents more shopping opportunities to shop within the City. She stated the Moody development is hugely successful, however, the Stream development could be more engaging.

Andrea Hermann, 930 Karos Lane, spoke in opposition to the proposed removal of the limitation of medical offices. She stated that by allowing a larger percentage of medical offices there will be fewer retail businesses in the City. She also stated the road striping on Gaylord Drive near Treebeards is confusing to the drivers wanting access to the parking lot of the Moody development.

Pat Murphy, 11510 Echo Hollow, stated he has been a member of the Planning and Zoning Commission (P&Z) for twenty-two years and has served under three Administrations. He stated the communication between the Mayor and P&Z could be better. He stated the Mayor speaks to P&Z through the Building Official. He stated the



- The two police vehicles purchased this year have been delivered and are in use.
- Total crime for the month is down compared to the same time period last year.
- The Harris County Public Health Department will be contacting residents asking them to participate in a voluntary survey relating to the coronavirus. A blood sample will be requested but not required.
- The department will hold its annual awards luncheon on December 11, 2020 at 11 a.m. Mayor, Councilmembers, and City staff are invited to attend.
- The license plate reader cameras are very effective and several stolen vehicles have been recovered.

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

Councilmember Harry Folloder discussed the following:

- The renovation is on schedule and on budget. Phase 1 of the renovation will be substantially completed in December. Dispatch and the firefighters will be moved to the temporary facilities in December 2020 for the start of Phase 2. A temporary tent will be erected to cover the equipment.
- The new pumper was delivered and will be put into service soon.
- The department is approximately three percent below budget for Operations for the year.
- Response times for Hedwig Village are well below the national average.
- There is an increase in the 2021 Budget for health coverage expense due to dependent coverage. There is also an increase in the department's matching contribution to employees' retirement account with Texas Municipal Retirement System (TMRS).

**D. Beautification** – Bob Wiener, Chairperson

Bob Wiener discussed the following:

- Three projects have been completed this year.
- One hundred twenty-five trees were donated by Trees for Houston and given to residents during the Recycle Day Event.
- Nine sixty-five-gallon live oak trees have been planted along Gaylord Drive, between Echo Lane and Piney Point Road, and are being watered several times a week by Terry Vick.
- The City sign has been installed on Gaylord Drive at Bunker Hill Road. The landscaping around the sign is complete.
- A bench will be installed on Gaylord Drive.

**E. Mayor** – Monthly Report – Brian Muecke

Mayor Muecke discussed the following:

- The City has had several commercial properties redevelopment during the past several years, more than during previous administrations. The proposed change pertaining to medical offices/services may improve the chances of further redevelopment within the City.
- The Declaration of Disaster Continuation has been removed from the agenda but can be added back at a future date if needed.

**F. Building Official** – Kevin Taylor, Building Official

Kevin Taylor discussed the following:

- Moody Project – The parking garage is finishing the remaining items to get their permanent certificate of occupancy. Texadelphia is in the final phases of their inspections and has received a temporary certificate of occupancy while they finalize the tenant improvements. Texadelphia, Treebeards, and Masraff's are open.
- Memorial High School Main Campus – The work on the steel structure for the main building is ongoing. The work on the installation of the traffic light on Gaylord for the student drive is ongoing.
- Tennis Courts – The tennis courts are complete and the turf for the adjacent sports field is installed.
- General Update – The City continues to see permits issued for residential projects, such as pools, new homes, and remodels. Tenant improvements for commercial projects seem to be unaffected by the current pandemic. The areas that staff sees slowing down are the large project submittals and for tenant improvements for the large retail spaces.
- St. Cecilia Catholic Church Outdoor Lighting – The City received a complaint regarding the outdoor lighting at St. Cecilia. The complaint has been verified and the City has been working with the church to resolve the issue. A permit has been requested and comments were given regarding the requirements of the lighting ordinance. The new lighting will have to comply with the requirements of light intensity and the candle-foot limitations.
- The Pappy's location has been demolished.

**G. Planning & Zoning Commission** – Pat Murphy, Chairperson, and Councilmember Susan Mathews, Council Liaison

Pat Murphy discussed the following:

- Planning & Zoning (P&Z) held its last meeting on November 3, 2020.
- P&Z is requesting a public hearing regarding the P&Z recommendations amending the Planning & Zoning Code as it pertains to bicycle parking, parking

lot striping, and reducing the allowable frontage road footage for large and small monument signs.

- Richard Barbles discussed the limitations the City imposed on medical offices/services.
- The residents want locations, such as restaurants and retail space, they can walk to and enjoy.

Councilmember Johnson asked if P&Z is advocating for taller buildings.

Pat Murphy stated P&Z does not have a consensus on the topic; however, developers are interested in building taller buildings.

Mayor Muecke stated raising the building height does not ensure a developer will build in Hedwig Village. The City utilizes the Planned Unit Development (PUD) process to encourage redevelopment; however, the PUD process is time consuming and cumbersome to developers. Developers are not interested in building in the City due to the difficult process to get a PUD approved.

**H. City Administrator – Monthly Update, Recycle Day – Kelly Johnson, City Admin, Sec.-Treas.**

Kelly Johnson discussed the following:

- The annual Recycle/Shred Day was held on October 24, 2020 and was very successful. The shredding vendor shredded approximately four tons of paper and the police department collected one hundred seventy-two pounds of pill form medication for disposal. The electronic vendor did not participate this year due to the coronavirus pandemic.
- The vermin issue on Gaylord Drive has been addressed.
- The Texas Department of Transportation has approved a permit for the City to maintain the right-of-way on the north side of the frontage road between Bunker Hill Road and Old Voss Road.

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

- A.** A Resolution to approve the amendment to the Village Fire Department's 2021 Budget in the amount of \$685,000 in the Facility Fund for renovations by transfer of Ambulance Billing Funds, currently held by the Department or collected in the future.

Harry Folloder stated the resolution would codify the decision made by the Village Fire Department (VFD) Board of Commissioners regarding amending the Village Fire Department 2021 Budget by transferring \$685,000 from the Ambulance Billing Fund to the Facility Fund for the renovations currently underway. There will be no additional assessment to the City for the VFD budget amendment.

No further discussion of this item.

Motion was made by Councilmember Johnson and seconded by Councilmember Mathews to approve the resolution as presented. Motion carried 5-0.

**MOTION CARRIED UNANIMOUSLY**

- B.** A Resolution to approve the Village Fire Department to transfer funds from the Compensated Absence Funds (currently \$11,258) to the Facility Fund and discontinue the Compensated Absence Fund.

Harry Folloder stated the resolution would codify the decision made by the Village Fire Department (VFD) Board of Commissioners regarding amending the Village Fire Department 2021 Budget by transferring \$11,258 from the Compensated Absence Fund to the Facility Fund for the renovations currently underway. The Compensated Absence Fund would be discontinued. There will be no additional assessment to the City for the VFD budget amendment.

No further discussion of this item.

Motion was made by Councilmember Johnson and seconded by Councilmember Mathews to approve the resolution as presented. Motion carried 5-0.

**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 amendments to Hedwig Village Planning and Zoning Code, including amendments to Article V, Zoning Regulations, Section 506, Business District B, Subsection D, Parking, to allow for a reduction in required parking by providing bicycle parking and to require parking striping to use round-ended double striping; Article V, Zoning Regulations, Section 507, Signs, Subsection C, District B (Business Districts B1, B2, B3, B4), to decrease the amount of abutting road required for monument signs; and Article V, Zoning Regulations, Section 506, Business District B, Subsection A, Use of Property, and Article II, Definitions and Interpretations, Section 202, Definitions, to remove the limitation on amount of healthcare or medical office per building.

Mayor Muecke stated the joint public hearing would cover the following topics:

- Remove the percentage of allowable healthcare offices/services in the business districts of the City,
- Allow bicycle parking to offset the required number of vehicle parking spaces and require rounded striping for parking spaces in the business districts, and
- Reduce the frontage road requirement for large and small monument signs in the business districts.

Evan DuVall, Assistant Building Official, stated the bicycle parking would reduce the vehicle parking requirement by one space for every bicycle parking space up to twenty-four spaces or ten percent of the required amount of parking, whichever is less. This proposed amendment would also include round-end striping for parking spaces in the business districts.

Evan DuVall stated the reduction in the frontage road footage requirement would allow for a large or a small monument sign for property owners in the business districts.

Kevin Taylor, Building Official, stated the removal of the thirty percent limitation on medical offices/services would benefit the developers in leasing space in an office building. He stated developers have claimed to have difficulty in leasing space due to the limitations on medical office/services. The Stream development has leased approximately fifty percent of their building and has been struggling to lease the remaining fifty percent. The restaurant on the ground floor of the building has been very successful with regards to tax generating revenue.

Councilmember Woodruff expressed concern with the language to “remove” the limitation of medical offices. The language restricts the City from amending the limitation. He suggested changing the language to read “remove or alter”.

Motion was made by Councilmember Johnson and seconded by Councilmember Woodruff to call a Joint Public Hearing with the amendment as stated by Councilmember Woodruff.

Councilmember Mathews suggested amending the language to “amend” instead of “remove or alter”.

Motion was amended by Councilmember Johnson and seconded by Councilmember Woodruff to call for a Joint Public Hearing to include the language suggested by Councilmember Mathews.

Councilmember Mathews stated that, historically, changes to the Planning and Zoning (P&Z) Code begin with discussions at a P&Z meeting and a P&Z recommendation to City Council for the change. She stated she is concerned with the fast track of the changes relating to the medical offices/services.

Richard Barbles, Clay Heathcare Development, spoke via telephone regarding the difficulty in leasing an office building with the current limitations in place pertaining to medical offices/services. He stated there is demand for medical office space. He is in the process of purchasing property in the City and realized the recent changes to the Code to limit medical office, increase retail space, and the new parking requirements will make development more difficult. He stated there have been no traffic problems associated with the Stream development.

Councilmember Rouse stated the City should discuss City planning regarding business district redevelopment. She disagreed with Mr. Barbles’ assessment that medical office space is in demand. She stated most of the medical office buildings have “For Lease” signs posted. She also stated the City should hold a workshop to discuss lot ownership.

No further discussion of this item.

Motion was made by Councilmember Johnson and seconded by Councilmember Woodruff to call for a Joint Public Hearing to be held on the date specified with the language amended to “amend” instead of “remove”. Motion carried 4-0.

**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.** Proposed recommendation by the Village Mutual Insurance Cooperative Board for 2021 Insurance Carriers to provide Medical, Dental, Vision, Life, AD&D Long Term Disability and Supplemental Life Coverages for the City employees.

Kelly Johnson, City Administrator, stated the current health provider, United Healthcare, submitted a quote with an increase of sixteen percent for the 2021 health coverage. Blue Cross Blue Shield also submitted a quote with an increase of approximately two percent for the 2021 health coverage with a guarantee cap of approximately ten percent of the 2022 health coverage. All other insurance coverages (dental, vision, life, AD&D, long-term disability, and supplemental life) will remain the same and at the same cost.

Kelly Johnson recommends approval of the 2021 insurance carriers for medical, dental, vision, life, AD&D, long-term disability, and supplemental life.

No further discussion of this item.

Motion was made by Councilmember Johnson and seconded by Councilmember Woodruff to approve the recommendations for employee insurance as outlined above. Motion carried 5-0.

**MOTION CARRIED UNANIMOUSLY**

- 8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS**

- A.** AG/CM progress report related to the Hedwig Village Paving and Drainage Project.

No verbal report was given.

- 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. AGENDA REQUESTS FROM COUNCILMEMBERS**

Mayor Muecke requested this agenda item be removed from future agendas unless needed.

**12. ADJOURN**

Motion was made by Councilmember Johnson and seconded by Councilmember Woodruff to adjourn the meeting at 8:25 p.m. Motion carried 5-0.

**MOTION CARRIED UNANIMOUSLY**

Approved and accepted on December 17, 2020.

ATTEST:

/s/  
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Brian T. Muecke, Mayor

/s/  
\_\_\_\_\_  
Lisa Modisette, Asst. City Secretary