



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
APRIL 14, 2022
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Jinks called the meeting to order at 6:31 p.m.

Present: Mayor Tom Jinks

Councilmember Scott Davis
Councilmember Dane Johnson
Councilmember Harry J. Folloder
Councilmember Shirley Rouse
Councilmember Matt Woodruff

Wendy Baimbridge, City Administrator
David Gott, Police Chief
Lisa Modisette, City Secretary
Alan Petrov, City Attorney
Kevin Taylor, Building Official

Absent: None

2. PLEDGE OF ALLEGIANCE

Mayor Jinks led the City Council, City staff, and visitors in the Pledge of Allegiance.

3. CITIZEN/VISITOR COMMENTS

Andrea Hermann, 930 Karos Lane, discussed the following:

- Thanked Terry Vick for his work and assistance with the Beautification Committee.
- Invited residents to the Streets and Drainage Committee meetings.
- Encouraged residents to participate in the Village Fire Department meetings.

Anne Retzler, 913 Magdelene, expressed concern about removal of trees. She suggested reducing the lot coverage to thirty five percent in order to protect the trees. The new, approved tree removal fee schedule is ineffective. She suggested the contractor/property owner be required to attend a council meeting to explain the reason(s) to remove trees.

4. REPORTS

A. Police Report – March 2022 Crime Report & Statistics – Chief David Gott

Chief Gott discussed the following:

- The crime statistics for March are low.
- A vehicle stolen from the City in 2020 was found recently in California.
- The Tyler Technology conversion should be completed mid-May.

B. Fire Department – Councilmember Folloder, Commissioner

Councilmember Folloder discussed the following:

- Hilshire Village Fire Commissioner will become the Board of Commissioners Chairperson next month.
- The department is fully staffed. All firefighting personnel are also fully qualified as Emergency Medical Services (EMS).
- Ambulance wait times at the hospital are approximately ninety to one hundred minutes. The second ambulance is staffed when needed.
- The department has responded to one hundred sixteen calls for service in the City for 2022. Fifty seven of those calls were for life threatening EMS incidents and eight were for life threatening fire incidents. Response times for Hedwig Village are well below the national average for fire, medical, and advanced life-saving calls.
- The renovation project is complete.
- The department is holding budget workshops. The department may request adding one new firefighter to each shift in order to ease the burden of manning the second ambulance.

C. Beautification – Andrea Hermann, Committee Member

Andrea Hermann discussed the following:

- The committee held a meeting on April 5. City Administrator Wendy Baimbridge attended. Mrs. Bainbridge was informed of the projects the committee has completed.
- Possible future projects include updating the park.

D. Streets and Drainage Committee – Councilmember Rouse

Councilmember Rouse discussed the following:

- Streets and Drainage held a meeting on April 12, 2022.
- Tim Busha, IDS Engineering Group, discussed the preliminary review of the Westside Project. IDS will provide a written report by the next Council meeting. LJA will be required to provide a “No Impact Statement” and a “Statement of Benefits” regarding their work pertaining to the Westside Project.
- The De-Silt Project in the Memorial Village Estates has been published for bids. Bids are due to the City by April 22. The Council will discuss and choose a contractor for the project at the next Council meeting.

E. Building Official – Kevin Taylor, Building Official

Kevin Taylor discussed the following:

- Memorial High School – The bus loop construction is in progress and inspections are continuing. A portion of the concrete has been poured. The City has met with the Spring Branch I.S.D. Police Department to discuss the traffic issues at the traffic light on Echo Lane at Gaylord Drive.
- Two new residences, one residential remodel, and a swimming pool are under plan review.

- An office remodel, located at 8915 Gaylord Drive, is complete. The Teahouse, located at 9412 Gaylord #A, is open for business. The Chair King is moving merchandise into the retail space previously occupied by Pier One.

F. Planning & Zoning Commission – Councilmember Davis, Council Liaison

Councilmember Davis discussed the following:

- The commission discussed the following topics at the last meeting:
 - Parking regulations.
 - Driveway requirements in the commercial districts.
 - Planned Unit Development (PUD) - possibly reducing the required acreage to apply for a PUD.
 - Design Guidelines.
 - Promenade and walkability in the commercial districts.
 - Zoning ordinance development standards.
 - Subdivision ordinance development standards.
 - Trees and reduced setbacks hardship for variances.

Councilmember Davis suggested a workshop be held with City Council and the Planning & Zoning Commission.

G. Financial Report – March 2022, Wendy Baimbridge - City Administrator

Wendy Baimbridge discussed the following:

- The City has \$3.7 million in available funds and \$6.06 million in restricted funds.
- Sales tax is 2.5 percent higher than the same time period as last year.
- Mixed beverage tax is 19.99 percent higher than the same time period as last year.

H. City Administrator – Monthly Update – Wendy Baimbridge - City Administrator

Wendy Baimbridge discussed the following:

- Early voting will be held at City Hall from April 25, 2022 to May 3, 2022 from 7:00 a.m. to 4:00 pm., excluding the weekend. Election Day voting will be at City Hall on May 7, 2022 from 7:00 a.m. to 7:00 p.m.
- The review of contracts and agreements is ongoing.
- The City will work with Goodman Corp. to look for available grant funds.
- Angie Ventura has resigned, effective immediately. Luzdenny Fernandez has been elevated from part-time to full-time to fill the permit position.
- The State and Local Fiscal Recovery Funds (SLFRF) April 30, 2022 report has been completed. The City will use the funds for infrastructure maintenance.

I. Mayor – Monthly Report – Mayor Tom Jinks

Mayor Jinks discussed the following:

- Thanked Wendy Baimbridge, City Administrator, for her hard work since her first day.
- Thanked Yolanda Lopez, Finance Administrative Assistant, and Lisa Modisette, City Secretary, for their work assisting the City Administrator.
- IDS Group has published the bid request for the Memorial Estate Ditch Project. The bids are due to the City on June 22, 2022. City Council will decide on the contractor at the May Council meeting.
- The quarterly newsletter has been mailed. The newsletter is available on the City website.
- A resident comment form is now available on the homepage of the City website. When a comment is received, City staff will conduct a follow up.
- Ten potholes were filled this month throughout the City.
- The police department parking lot has been restriped by Terry Vick and crew.
- There have been meetings with the school district. Traffic on Echo Lane was a topic.
- Thanked Councilmember Folloder for his years of service to the City and to the Village Fire Department.

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

- A.** An Ordinance amending Ordinance 793 of the City of Hedwig Village, Texas providing for the holding of a General Election to be held on May 7, 2022, for the purpose of electing three (3) Council Members; and providing details relating to the holding of such an election.

The ordinance appoints Tom Speck as the Alternate Election Judge.

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

MOTION CARRIED UNANIMOUSLY

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

- A.** Agreement with SurplusAuction.com to provide online auction services for surplus City property.

The City sends all surplus items to a local auction house. The money received from the auction of City items is very low. SurplusAuction.com is an online auction site. The City will auction surplus items on the site.

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

MOTION CARRIED UNANIMOUSLY

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

A. Discussion and authorization of repairs to the traffic lights on Echo Lane at Gaylord Drive.

Lokesh Krishnan, LJA Engineering, Inc. Traffic Engineer, discussed the various options to correct the traffic issues at the high school. The least expensive option would add internet service to the traffic control boxes to coordinate the lights at the Echo Lane/Gaylord Drive intersections. The most expensive option would add traffic sensors, cameras, and internet service to the traffic control boxes to coordinate the traffic lights. The cost of the most expensive option would be approximately \$61,250. Spring Branch I.S.D. verbally agreed to cover some of the cost. The new system should improve traffic flow during off-peak hours.

Motion was made by Councilmember Woodruff and seconded by Councilmember Rouse to approve the repairs of the traffic lights at Echo Lane and Gaylord Drive, not to exceed \$65,000, and authorize the Mayor to negotiate with the school district to contribute funds. Motion carried 3-2. Councilmembers Davis and Johnson voted against.

MOTION CARRIED

8. 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

March 10, 2022 Regular Council Meeting

B. Approval of General Fund Bills

General Fund Bills

Voided Checks – two

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

Tyler Technology - \$25,696.00

Johnson Petrov - \$8,412.62

Statewide Traffic Signal - \$4,393.00

Spring Branch ISD Tax Office - \$8,600.00

Accutek - \$2,587.00

Axon Enterprises - \$7,728.00

D. Resolution to add City Administrator-Treasurer as a signer to the City's TexPool Accounts.

E. A Resolution by the City of Hedwig Village, Texas to deny CenterPoint Energy LLC's application to amend its Distribution Cost Recovery Factor to increase Distribution Rates within the City of Hedwig Village, Texas.

Motion was made by Councilmember Woodruff and seconded by Councilmember Folloder to approve the consent agenda as presented. Motion carried 5-0.

MOTION CARRIED UNANIMOUSLY

9. ADJOURN

Motion was made by Councilmember Johnson and seconded by Councilmember Woodruff to adjourn the meeting at 7:54 p.m. Motion carried 5-0.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on May 10, 2022.



Tom Jinks, Mayor

ATTEST:



Lisa Modisette, City Secretary