



# Regular Council Meeting Minutes

Tuesday, January 20, 2026 at 6:30 PM  
8301 Westview Drive, Houston, Texas 77055

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**1. CALL TO ORDER** Mayor Buesinger called the meeting to order at 6:30 PM.

1.A. **Invocation** was given by Council Member Butts.

1.B. **Pledge of Allegiance**

1.C. **Present**

Mayor Bob Buesinger  
Council Member Mike Gordy  
Council Member Matthew Butts  
Council Member David Schwarz  
Mayor Pro Tem Andy Carey

Also Present: Engineers Him and Moylan, HDR Engineering, Spring Valley Village PD Menchaca and Spriggs, Village Fire Department Chief Croft, Secretary Stephens, Assistant Secretary Ray

**2. CITIZEN'S COMMENTS**

Zandra Anderson reported that Harris County Flood Control District crews trimmed vegetation in the Spring Branch Creek easement and appeared to enter private property without clear work-area plans. She requested City coordination with HCFCD to clarify project boundaries.

**3. DISCUSSION**

3.A. **Street Lighting: Discussion with CenterPoint Energy Representative**

CenterPoint representatives reviewed street- lighting options and explained the differences between metal, wood, fiber, and decorative poles. Metal poles allow underground installation; fiber poles are a higher- end alternative; and decorative poles are shorter than standard cobra or wood poles. Council directed staff to coordinate with interested residents and CenterPoint on location needs and to contact builders of new homes. Tree- canopy concerns on Archley were also discussed; CenterPoint stated they only trim trees when they are damaging a light, with all other trimming handled by the City.

**6. DISCUSSION AND POSSIBLE ACTION** (item taken out of order)

Motion made to move item out of order by Mayor Pro Tem Carey, Seconded by Council Member Gordy.

6.A. **Discussion and possible approval of Fiscal Year 2023-2024 Audit Presentation**

Daniel Hebert, Crowe LLC, provided an overview of the annual audit and reported the City received a clean opinion.

Motion to approve the Fiscal Year 2023-2024 Audit made by Council Member Schwarz, Seconded by Council Member Gordy.

Voting Yea: Council Member Gordy, Council Member Butts, Council Member Schwarz, Mayor Pro Tem Carey

4. **REPORTS TO COUNCIL**

4.A. **Spring Valley Police Report**

In December, police responded to 5 alarms, 1 ambulance assist, 843 business checks, 187 house checks, and 1 open- door call with no issues found. Officers issued 13 parking violations, made 29 public- relations contacts, and addressed several suspicious- person reports involving unpermitted solicitors. Eleven traffic stops resulted in 33 citations. No significant criminal activity was reported.

4.B. **Fire Commissioner's Report**

Chief Croft reported that annual revenue targets are on track, with EMS revenue ending the year above projections due to improved billing processes and documentation. He noted that the Deputy Chief will begin assuming some of his duties and that additional fire medic positions will be opening. The Finance Director has accepted another position but will remain part- time until a replacement is hired. Community outreach efforts such as station visits, CPR classes, and tours continue to be successful.

Operational updates included the replacement of the fuel system, confirmation that the generator is fully operational, and progress on ladder trucks: the loaner 100- foot truck is completing quality control testing, and the new 105- foot truck is expected for delivery in November 2026.

4.C. **City Engineer's Report**

**Wirt Road Safety Project:** Harris County is updating project cost estimates and has selected a contractor but has not yet provided details to the City. A pre-construction meeting is pending.

**Hickory Shadows Paving, Drainage & Water Line Improvements:** Contractor struck CenterPoint lines that were deeper than marked. Portions of the water line behind drainage inlets were found to be asbestos cement pipe rather than cast iron; Inframark completed repairs and filed required TCEQ reports. The asbestos cement line will be abandoned and replaced.

**City-Wide Ditch Regrading & Cleaning:** Contractor has not remobilized after the holiday shutdown. A field meeting is scheduled to review punch-list items. CCTV inspections on Glourie Circle and in Hickory Shadows are also pending.

**Mallie Court Ravine:** Harris County Flood Control (HCFCD) left dead stumps in place after prior tree clearing. Current flow patterns are causing pitting beneath the outfall, worsened by recent storms. Any property-owner erosion-control work will require engineered plans and HCFCD approval. Rip-rap with geotextile is an option to restore the natural ground level.

**1209 Pine Chase Easement & Pine Chase Grove Improvements:** Final invoices are still pending.

**Friarcreek Easement Improvements:** The design is intended to protect existing residential retaining walls and ensure safe conveyance of flows to Spring Branch Creek. HDR is preparing erosion-mitigation options for the unimproved outfall segment based on flow velocities and surface elevation to avoid adverse impacts to the creek and adjacent properties. The easement will also need to be re-defined to encompass the correct location of the channel.

**TCEQ Interconnect Approval:** Engineer Him is working with the City of Houston on TCEQ approval and pursuing a variance for existing infrastructure connections. HDR found no records prior to 1996; Council Member Gordy noted the interconnects may date to the 1960s. HDR will continue compiling required documentation.

4.D. **Building Official's Report**

Construction is the same as usual. Council had no questions.

4.E. **Mayor Buesinger's Report**

Mayor Buesinger encouraged weather preparedness by reminding residents to follow the “4 P’s”: protect pets, plants, people, and pipes. Residents were advised to check on their neighbors and to remain at home if possible during severe weather conditions. Engineer Him further recommended that residents who plan to leave town drain their plumbing and shut off the main water valve as a precautionary measure to prevent potential pipe damage.

4.F. **City Secretary's Report:**

Secretary Stephens presented the call log and reminded residents to contact Spring Valley Dispatch if contractors are working outside of permitted hours, as City Hall is closed during those times and the police are the appropriate authority to address violations and issue citations if necessary.

The Consent Agenda included the routine monthly disbursements, with no new or unusual items noted.

4.G. **City Treasurer's Report:**

Fiscal Year 2025–2026 Quarter 1 Financial Report was presented and noted that the City experienced a stable start to the fiscal year. Revenues and expenditures are tracking in line with budget expectations for the first quarter, with no significant variances to report at this time.

## 5. CONSENT AGENDA

Motion made by Mayor Pro Tem Carey, Seconded by Council Member Butts.

5.A. Approve Disbursements

5.B. Approve Minutes from the Regular Council Meeting December 16, 2025.

5.C. Approve Check Registers December 2025

Voting Yea: Council Member Gordy, Council Member Butts, Council Member Schwarz,  
Mayor Pro Tem Carey

The motion carried 4-0.

## 6. DISCUSSION AND POSSIBLE ACTION *Continued*

### 6.B. **Discussion and Possible Approval of City of Hilshire Village Ordinance 857-2026 Clarifying Utility Billing Proration and Fees for Properties Under Construction.**

Motion made by Mayor Pro Tem Carey, Seconded by Council Member Schwarz.

Secretary Stephens explained that this was a clean-up item regarding utility billing and invoicing procedures. During active construction projects, only water and standard maintenance fees are applied to accounts, not sewer or garbage. This ordinance also clarifies that flat fees shall not be prorated.

Voting Yea: Council Member Gordy, Council Member Butts, Council Member Schwarz, Mayor Pro Tem Carey

The motion carried 4-0.

### 6.C. **Discussion and Possible Direction to Staff Regarding Vacant and Neglected Buildings, Including Registration and Nuisance Abatement.**

Motion made by Council Member Schwarz, Seconded by Mayor Pro Tem Carey.

Secretary Stephens explained that the item was presented in response to recent concerns regarding an unfinished construction project. Staff noted that the permit expiration ordinance was amended in December, and under the updated provisions, the property owner will be required to obtain a new permit before any additional work can proceed. Secretary Stephens added that vacant property registration is one tool that could improve communication with property owners, while the next enforcement step would be escalation through the court system.

No formal action was taken.

### 6.D. **Discussion and Possible Direction to Staff Regarding Artificial Turf, Stormwater Management, and Impervious Coverage Standards.**

Secretary Stephens presented a visual map illustrating how the Spring Branch Ravine flows through and interacts with the City, emphasizing the City's

jurisdictional responsibility to protect stormwater from contamination and increased runoff. Discussion followed regarding the growing interest in artificial turf applications. Council considered several potential ordinance components, including prohibiting turf in front yards or areas visible from the street, requiring a drainage plan for all installations regardless of grading changes, classifying artificial turf as an impervious surface, and requiring ongoing maintenance and upkeep upon notice, including issues related to runoff caused by compaction. Staff noted that if the current review process remains manageable, the City could continue relying on the discretion of the City Engineer and Building Official; however, if installation trends continue to increase, formal regulation may be necessary.

City Engineer Him stated that the City has historically prioritized maintaining a natural appearance and noted that porous pavers were previously reclassified as impermeable due to long-term performance concerns. He recommended prohibiting artificial turf in front yards and advised that turf should be considered an impervious surface, with property owners allowed to seek a variance if warranted. City Attorney Hayes clarified that regulating the location of turf would require adoption of a zoning ordinance. Council Member Gordy expressed support for the Engineer's recommendation, noting that artificial turf can become effectively impervious over time due to silting and compaction.

Following discussion, Council directed staff to draft ordinance language classifying artificial turf as an impervious surface and restrict to behind the front building line.

No formal action was taken.

## **7. FUTURE AGENDA TOPICS**

## **8. ADJOURNMENT**

There being no further business to come before the Council, Mayor Buesinger adjourned the Regular Council Meeting at 9:25 PM

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Robert F. Buesinger, Mayor

ATTEST:

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Cassie Stephens, City Secretary