



Regular Council Meeting Minutes

Tuesday, August 20, 2024 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

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

1.A. Invocation was given by Mayor Pro Tem Carey

1.B. Pledge of Allegiance

1.C. PRESENT

Mayor Bob Buesinger
Council Member Mike Gordy
Mayor Pro Tem Andy Carey
Council Member Kristi Cooper

ABSENT

Council Member Justin Crawford
Council Member Mark Huber

Also Present Were: City Attorney Bailey (Olson & Olson), City Engineers Him, Peterson, and Moylan (HDR Engineering), Spring Valley Captain Menchaca and Sergeant Spriggs, City Secretary Stephens, and City Clerk Ray.

2. CITIZEN'S COMMENTS: None

3. REPORTS TO COUNCIL

3.A. Spring Valley Police Report

Officer Menchaca reported a total 1036 calls for service, of those calls 960 were business checks, 39 were public relations, 16 traffic stops totaling to 27 violations. No major incidents to report in July. Monitoring for Hickory Shadows Park continues. SVPD started a SMS messaging system with Brighton Arrow. A test message was sent to Council and another will be sent out to the community for direct emergency alerts. Mayor Buesinger asked if there were any hits on the Flock system, there were none in the month of July.

3.B. Fire Commissioner's Report

In July three firefighter/paramedics were hired, and the department is starting a new hiring process for one full-time position. A new full-time dispatcher started August 5th. A candidate for the administrator finance director position is in the process of background checks. Deputy Chief Will Wyte is retiring after 39 years of fire service his last day will be September 16th. Ladder one is in the shop for preventative maintenance and repairs. As for major incidents, VFD is still recapping Hurricane Beryl, there were 120 calls for service on the day Hurricane Beryl hit. Within 10

days 90% of the City's power was restored. A lot of calls were made when the power came back on for the arcing electrical lines and false alarms on fire systems. For July there were 5 fire, 3 EMS, and 2 service non-emergency calls, a total of 10 incidents with an average response time 5 minutes and 18 seconds. The start date for the main roof reconstruction is pending for the next several weeks. An AT&T hotspot was installed as a backup to the internet for dispatch. Satellite internet is also on the way for cable, cell, and satellite for dispatch.

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

Engineer Him said that the engineering team supporting the City has changed. Engineer Vasquez is moving out of state and will transfer to that office. Gracie Moylan is coming on board for day-to-day inspections while Engineer Him will be the lead engineer, backed up by John Peterson. Drainage plan reviews are under review with no outstanding issues. HDR is developing a shared file for a drainage review list for status updates between HDR and the City.

Wirt Rd sidewalk project - 70% plans were submitted today. There are delays anticipated in the execution of the easement by the School of the Woods due to the timing of school starting. Design is being fast-tracked in the meantime to get City of Houston review complete by the time we get comments back from Houston engineers.

Hilshire Green Drive project submitted 70% drawings last Thursday to City staff. HDR wants to arrange a public meeting with the citizens to see the plan and gather feedback.

Paving and Point repairs were completed by the contractor. Engineers Peterson and Moylan went out to inspect the repairs, and it was noted that pitting and holes were forming at the Guinea repairs. HDR will follow up with the contractor for a site assessment at Guinea. The contractor offered two cold patches on Friarcreek at no additional cost to the City, and completed the work with the other paving repairs.

The HDR team met with two contractors to get quotes for the ditch regrading projects, but the meeting was cut short due to weather. Another contractor has completed the site visit, and the proposal is pending.

At the Friarcreek Lane drainage channel, Engineers Peterson and Moylan met with the homeowner who would like to Council to look at the area that has been potentially undermined. HCFCD will be contacted because this area drains into an easement under their jurisdiction.

At 1209 Pine Chase Drive drainage easement the pipes are damaged at the entrance, and Engineer Him recommends a wing wall to protect the pipes as the water flow comes in. Cleaning and re-grading of the ditch is also needed. The slope paving is separated because the area is deteriorating as well as the culvert under the driveway at 1209. HDR engineers are working on plans for designing a wing wall, and additional schematics that will be prepared and presented to contractors for quotes.

The Lead Service Line Inventory survey is nearing completion with one location pending on Guinea Drive. This survey will be entered into a GIS for mapping. After the storm, the majority of the missing meters were identified, and the inventory list is due October 16th the City is on track for this to be completed by the timeline.

The original application for the TCEQ MS4 permit was never approved. The City has not received paperwork for the renewal process and due in February 2025.

Hickory Shadows Meter Vault - The project started because of the water pressure issues in Hilshire Village. Two years ago, the City of Houston upgraded to magnetic flow meters and was successful in installing it at this location without retrofitting the vault. The vault lid does need repair in order to secure it properly but is the property of the City of Houston. HDR will reach out to the City of Houston to request repair. Additionally, there is another small meter vault that is believed to have fed the old city hall building. There is a 6" underground pipe that needs to be identified Engineer Him recommends abandoning it if not active.

Pine Chase Grove cul-de-sac improvements. Schedule a meeting with the residents to discuss the improvements - Houston moving meter boxes back to the brick wall, Hilshire does the trenching and conduit. Houston to install safety bumpers and paint the lids to blend in. Now that the backflow preventer has been replaced, the discharge is on the bottom instead of the side and will no longer impact Mr. Griffiths property as it was before. Aesthetic improvements such as shrubs will be discussed with the homeowners Engineer Vasquez suggested possibly installing a parking pad at the edge of the pavement for Houston utility trucks. Plans will be prepared and presented to Council.

Council Member Gordy asked that HDR include milestones and dates within their reports to help control expectations and organization of the various projects.

3.D. Building Official's Report Secretary Stephens said that there wasn't much to report. An average amount of permits and inspections were issued, no new home construction permits were issued in July.

3.E. Mayor Buesinger's Report

The majority of the calls the Mayor received after Hurricane Beryl were power restoration-related. There has been a lot of outreach with Senator Wesley Hunt on how to weather the storms better and restore power faster. This week there will be a meeting with CenterPoint officials and the Memorial Villages about the community impact and what CenterPoint action plan moving forward. Mayor Buesinger noted that he's seen many CenterPoint trucks clearing the foliage around the power lines, which is something CenterPoint has committed to doing. The phone calls from the community went from questions about power to when storm debris collection would begin. Secretary Stephens said that there would be one more pass-through for additional storm collection.

Council Member Cooper asked if there was time to review the post-storm operations to see if there are ways to improve or to get a better understanding of the process. City Secretary Stephens said that an after-action report was created

after the Derecho but not published due to Hurricane Beryl. Secretary Stephens said that between the provisions of the ILA with Harris County and VFD the City emergency response was covered. Mayor Buesinger said that a meeting had been arranged for the end of June but had to be canceled and he would like to get a post-storm review on the agenda.

3.F. City Secretary's Report:

Call Log
Consent Agenda

Secretary Stephens said that she was looking forward to the upcoming CenterPoint meeting where they are set to discuss the action plan created after a post-storm survey. The call log is longer due to storm complaints but most are typical business and resolved. The City has really great communications contacts that are very responsive to hanging wires and getting repair tickets processed quickly.

3.G. City Treasurer's Report

The investment policy is a renewal and change in formatting for simplicity and the finance policy is the new and first version of best practices for the City Treasurer.

4. CONSENT AGENDA

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

- 4.A. Approve Disbursements
- 4.B. Approve Minutes from the Regular Council Meeting June 18, 2024
- 4.C. Approve Minutes from the Regular Council Meeting July 16, 2024.
- 4.D. Approve Check Registers
- 4.E. Approve Investment Policy
- 4.F. Approve Finance Policy

Amended motion to remove the Finance Policy and table until the September meeting.

Voting Yea: Council Member Gordy, Mayor Pro Tem Carey, Council Member Cooper

The amended motion carried 3-0.

5. DISCUSSION AND POSSIBLE ACTION

- 5.A. Discussion and possible approval to review the 2024 Debt Series draft Preliminary Official Statement (POS). Before finalizing details like interest rates and payment schedules, a (POS) is shared to let potential buyers know the basic terms of the bond. This helps inform the market before bids are made or prices are set.**

Note: Newspaper notices were published on July 24 and July 31.

The financial report was not ready but the City advisor said the City is on track.
No action taken

5.B. Fiscal Year 2025 Budget Workshop #2: Utility rate increases, review tax rates, presentation of salary surveys.

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

Council Member Gordy asked if the utility increases were estimated by a price increase from the city of Houston. Secretary Stephens said that she estimated a 10% increase to be on the conservative side. Council Member Gordy was curious as to why water consumption was low, but Secretary Stephens said she wasn't able to speak to what would be driving that trend. Once the City of Houston rates are released the figures can be adjusted.

Secretary Stephens said that the proposed salary increases were based on many factors including completing certifications, performance, and market standards. Council Member Cooper said that in last year's salary review, it was remarked that a 10% increase would be atypical and not the annual standard. The concern being that 10% salary increases are not sustainable. Mayor Buesinger said that he appreciated the concern but that the City's base salary is already lower in comparison to other City's and he felt the increase was fair. Council Member Gordy said Hilshire Village is more dependent on City staff because it's limited and there is a lot of responsibility that two people share and he supported the increase. Mayor Pro Tem Carey said that 10% salary increases are not sustainable but it was his understanding that the increases were to get the salaries equal to the positions.

5.C. Discussion and possible approval of the City of Hilshire Village Resolution 2024-266 approving the Proposed 2024 Tax Rate and authorizing the City Secretary as the designated employee of the City to make the calculations required by Section 26.04 of the Tax Code, and provide information to other governmental entities regarding the adoption of the City's 2024 tax rate and to publish the required information.

No New Revenue M&O Tax Rate	\$0.438454/\$100
Voter Approval M&O Tax Rate	\$0.453799/\$100
Voter Approval I&S (Debt) Tax Rate	\$0.104335/\$100

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

After discussion Council voted to approve the No New Revenue M&O and I&S tax rates.

Voting Yea: Council Member Gordy, Mayor Pro Tem Carey, Council Member Cooper

The motion carried 3-0.

6. FUTURE AGENDA TOPICS

- September 10th Budget Workshop #3, Public Hearing
- September 17th Approve 2025 Budget & 2024 Tax Rate

7. ADJOURNMENT

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

Voting Yea: Council Member Gordy, Mayor Pro Tem Carey, Council Member Cooper

The motion carried 3-0.

The meeting was adjourned at 7:57 P.M.

Mayor

Robert F. Buesinger,

ATTEST:

Cassie Stephens, City Secretary