



Regular Council Meeting Minutes

Tuesday, September 16, 2025 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

1. CALL TO ORDER Mayor Buesinger called the meeting to order at 6:32 PM

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 Matthew Butts

Absent

Council Member Justin Crawford
Council Member David Schwarz

Also Present: City Attorney Hays, Olson & Olson, Spring Valley Police Department Sgt. Spriggs, HDR Engineers Him & Moylan, Village Fire Department Chief Miller & Fire Marshall Croft, City Secretary Stephens and Assistant City Secretary Ray.

2. CITIZEN'S COMMENTS

None

3. PRESENTATION BY LOWEST BIDDER

3.A. Presentation and Consideration of Contractor Qualifications for the Hickory Shadows Paving, Drainage, and Water Line Replacement Project

Youssef Eldiraoui of CAAN Construction Enterprises introduced himself and provided an overview of the company's experience with municipal infrastructure projects. He described their approach to project coordination and addressed general considerations related to traffic control, scheduling, and site logistics.

Council and Mr. Eldiraoui discussed the overall project scope, company qualifications, and expectations regarding contract terms, warranty standards, and recent project performance.

4. TAX RATE PUBLIC HEARING

4.A. Public Hearing on the Proposed 2025 Property Tax Rate (Voter-Approval Rate of \$0.529226 per \$100 valuation, comprised of \$0.440076 for Maintenance & Operations and \$0.089150 for Debt Service).

There were no questions or comments from the audience. Mayor Buesinger adjourned the Public Hearing at 6:49 PM.

5. REPORTS TO COUNCIL

5.A. Spring Valley Police Report

In the month of August there were 1,344 calls for service, 954 business checks, 262 house watches, and 20 traffic stops resulting in 49 citations.

5.B. Fire Commissioner's

Chief Miller announced the appointment of Fire Marshall Brian Croft as the new Fire Chief, as approved by the Fire Commission. He shared that he is in the process of transitioning his responsibilities and expects this to be his final City Council meeting. Chief Miller will continue serving as Emergency Management Coordinator through the end of the year, with full retirement planned for mid-January.

Council thanked Chief Miller for his 45 years of dedicated service and leadership and congratulated Chief Croft on his promotion.

It was reported that in the past month, the department responded to 18 service calls with an average response time of approximately five and a half minutes. The department remains fully staffed. The aerial truck repair has been completed and shipment is expected within days. The rescue boat was determined to be beyond repair and will need to be replaced. Chief Croft also noted upcoming CPR training sessions, with the first scheduled in September and an additional class planned for October to accommodate continued community interest.

5.C. City Engineer's Report

Drainage Easement Improvements 1209 Pine Chase Drive & 1307 Friarcreek Lane:

HDR reported that work at 1209 Pine Chase Drive is scheduled to begin following completion of the Pine Chase Grove project. During a recent site visit, HDR and the contractor identified additional erosion and deterioration of the slope paving and drainage pipe, requiring supplemental work. A proposal for the added repairs has been submitted for Council's review and approval.

At 1307 Friarcreek Lane, HDR completed a topographic survey and continues coordination with structural engineers to evaluate improvement options and prepare recommendations for drainage and outfall stabilization.

Wirt Road Safety Project: HDR provided an update on coordination with the City of Houston regarding sidewalk easement approvals related to The School of the Woods. Although the easement dedication was approved, a right-of-way encroachment permit is now required. HDR is working with City of Houston staff to address the new permit requirements. Harris County Precinct 3 has not yet provided a project start date.

Pine Chase Grove Water Meter Improvements: HDR reported ongoing coordination with Infrastructure Construction Services (ICS) for completion of the site grading. Fencing installation and landscape restoration are pending final

coordination with the adjacent property owner. HDR also noted that the City of Houston needs to order longer cables for the meter relocations.

City-Wide Ditch Cleaning: HDR reported that Experts Underground Solutions has been authorized to proceed with city-wide ditch cleaning and regrading work. Survey data has been reviewed, and construction is expected to begin the following week. The Council discussed coordination with citizens for cases where specialty grass has been installed in the right-of-way.

5.D. Building Official's Report

A remodel on Glourie was completed last month and other plan reviews, permits, and inspections remain routine.

5.E. Mayor Buesinger's Report

The Mayor announced that National Night Out will be held on Tuesday, October 7, on Mallie Court. He also noted that on Halloween night, Archley Drive will be temporarily closed to traffic to accommodate neighborhood trick-or-treating activities.

5.F. City Secretary's Report

An update was provided on the Pine Creek Lane streetlights. The center fixture has been removed, and CenterPoint reported that shields were installed on the remaining two lights. Resident feedback has been mixed, some have supported the new lighting, while others prefer further adjustments or removal. Additional responses are being gathered and will be presented to Council for further discussion at the next meeting.

5.G. City Treasurer's Report

The monthly financial report was presented. No September 30 estimates were provided, as figures remain consistent with the recently adopted budget. Disbursements for the period were also reviewed and reported.

6. CONSENT AGENDA

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

- 6.A. Approve Disbursements
- 6.B. Approve Minutes from the Regular Council Meeting July 15, 2025
- 6.C. Approve Minutes from the Public Hearing and Special Council Meeting August 9, 2025
- 6.D. Approve Check Registers August 2025
- 6.E. Approve Proclamation Recognizing Domestic Violence Awareness Month

- 6.F. Approve Proclamation Recognizing World Teacher Day
- 6.G. Approve Proclamation for National Night Out to be held at Mallie Court.
- 6.H. Approve Proclamation for Halloween night to be celebrated on Archley Drive

Secretary Stephens requested an amended motion to correct the dates listed in the minutes, replacing July 15 with August 19 and August 9 with September 9.

Mayor Pro Tem Carey amended the motion to approve the Consent Agenda as amended, Seconded by Council Member Butts

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

The motion carried 3-0.

7. DISCUSSION AND POSSIBLE ACTION

7.A. Discussion and possible action to award the bid for the Hickory Shadows Paving, Drainage and Water Line Replacement Project.

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

Based on the recommendation from City Engineer Him and input received during the public hearing, Council chose not to proceed with the lowest bidder. A motion was made and approved to amend the previous action, formally rejecting the lowest bidder and moving to the next lowest bidder to review their qualifications.

Voting Yea on the amended motion: Council Member Gordy, Mayor Pro Tem Carey, Council Member Butts

The motion carried 3-0.

7.B. Discussion and possible authorization to amend the scope of work to be performed by Infrastructure Construction Services (ICS) for the 1209 Pine Chase Drive Drainage Easement Improvements Project to include the removal and replacement of the deteriorated concrete slope paving, removal and replacement of the broken segment of 24-inch RCP at the pipe outfall entrance, and the installation of a turf reinforcement mat/erosion control blanket along the drainage easement ditch for an additional cost of \$9,675.00, or a total project cost of \$23,025.00.

Motion made by Mayor Pro Tem Carey, Seconded by Council member Gordy

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

The motion carried 3-0.

7.C. Discussion and possible action to approve Ordinance 851-2025 adopting the Ad Valorem tax rate of \$0.529226 per \$100 valuation, which is comprised of \$0.440076 for maintenance and operations, and \$0.089150 for debt service.

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

Roll Call Vote:

Council Member Gordy	Aye
Mayor Pro Tem Carey	Aye
Council Member Butts	Aye

Absent:

Council Member Crawford
Council Member Schwarz

The motion carried 3-0.

7.D. Discussion and possible action to approve of Ordinance 852-2025 amending Appendix “A” Fee Schedule of the Code of Ordinances of the City of Hilshire Village, Texas by deleting section 7.200 and replacing with a new section 7.200 establishing new utility rates

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

Secretary Stephens reported that the rates remain the same for water, sewer, and garbage, however the bimonthly maintenance fee is increasing from \$20 to \$30 to help offset water and sewer line repair costs. Discussion noted preparation for a transition to monthly billing and potential smart meter funding in the future.

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

The motion carried 3-0.

8. FUTURE AGENDA TOPICS

9. ADJOURNMENT

With no further items on the agenda Mayor Buesinger adjourned the meeting at 7:50 P.M.

ATTEST:

Cassie Stephens, City Secretary

Robert Buesinger, Mayor