



Public Hearing and Special Council Meeting Minutes

Monday, September 19, 2022, at 6:00 PM
8301 Westview Drive, Houston, Texas 77055

This meeting was held in person at City Hall with remote attendees present.

1. CALL TO ORDER

Mayor Buesinger called to order the Public Hearing and Special Council Meeting at 6:05 P.M.

1.A. PRESENT

Mayor Bob Buesinger
Council Member Mike Gordy
Council Member Andy Carey
Council Member Crawford
Mayor Pro Tem Paul Maddock
Council Member David Schwarz

Also present were: City Administrator Blevins, Assistant City Secretary Stephens, HDR Engineer Efrain Him*, Olson & Olson Attorney Tommy Ramsey, and Spring Valley Police Chief Schulze.

*Present remotely.

2. PUBLIC HEARING

2.A. Public Hearing on the proposed Annual Budget for the Fiscal Year Ending 2023

There were no public comments.

2.B. Public Hearing on the proposed Tax Rate for Fiscal Year 2022

A tax rate of \$0.577588 per \$100 valuation has been proposed by the governing body of the City of Hilshire Village.

PROPOSED TAX RATE \$0.577588 PER \$100

NO NEW REVENUE TAX RATE \$0.559686 PER \$100

VOTER-APPROVAL TAX RATE \$0.5775 PER \$100

The no-new-revenue tax rate is the tax rate for the 2022 tax year that will raise the same amount of property tax revenue for the City of Hilshire Village from the same properties in both the 2021 tax year and 2022 tax year.

The voter-approval rate is the highest tax rate that the City of Hilshire Village may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that the City of Hilshire Village is proposing to increase property taxes for the 2022 tax year.

There were no public comments.

3. BUDGET AND TAX RATE WORKSHOP

3.A. Capital Improvements

City Administrator Blevins said that Engineer Him updated the Capital Improvements Project list which was provided to the Council. She said that the **Ridgeley Lift Station Generator** is expected to arrive in approximately one more month, and a purchase order has been issued.

City Administrator Blevins stated that the **Hilshire Green Drive** infrastructure project, the **Hickory Shadows Water Vault** replacement, and the water line tie-in at **Hilshire Villas** were also included in the Capital Improvement Project List. Engineer Him said that he increased the budgets for Capital Improvement Projects by five (5) percent as a contingency due to the supply and demand issues in the market right now. He said these numbers may need to be adjusted in the coming years based on the market.

Council Member Carey asked about the funding for these projects. City Administrator Blevins said that the City could obtain a Certificate of Obligation or an Anticipation Note and only pay on the interest for the first year, then pay on the note when the Series 2014 Note is paid off. Council Member Carey said that the engineering costs are a given, and the construction portion will be paid with debt. Administrator Blevins said that if the engineering is initiated by the end of the 2023 fiscal year, then the loan can be obtained after that.

Engineer Him said the American Rescue Plan Act (ARPA) funds need to be committed before December 2024. Administrator Blevins said that ARPA money can also be used for the **Lift Station Generator** and **Hickory Shadows Meter Vault** updates.

Engineer Him said that the City is still waiting on a response from TxDOT for the easement for the Hickory Shadows meter vault to the City of Houston so they can update and maintain that facility. Administrator Blevins said that this issue likely needs to be escalated to the City Attorney, funds for which are included in the proposed budget.

Council Member Carey asked if other Capital Improvement Projects fall outside of the infrastructure category. Administrator Blevins said that METRO money can be used for **ditch grading** and there may be areas that need **curb repairs**. Council Member Schwarz asked if the streetlights would be considered a miscellaneous Capital Improvement Project. Administrator Blevins said that streetlights are not

currently in the budget, and that is a discussion that Council needs to have.

Mayor Buesinger referenced low-priority but older streets in the Capital Improvement Project list. Administrator Blevins explained that the water and sewer lines have been replaced in those areas, and the paving is the only repair needed so they are less of a priority.

3.B. Budget and Tax Rate Discussion

Administrator Blevins said the proposed budget includes \$7,000 of Child Safety money for aesthetic improvements at the **Pine Chase Grove meter vault area**. Council Member Schwarz asked if there was an update from the City of Houston on relocating the magmeter equipment. Engineer Him stated that they have been trying to contact the City of Houston through multiple contacts and have not received a response.

Administrator Blevins said that \$50,000 previously allocated to Hilshire Green Drive curb repairs could be moved to another street improvement project. Council Member Gordy said repairs are needed on **Guinea Drive** at the Burkhart Road intersection. Engineer Him suggested allocating \$20,000 for asphalt point repairs at Guinea Drive and Burkhart Road and that other damaged areas be included to get a better price from the contractor.

Administrator Blevins said the proposed budget includes \$89,385 for the **Wirt Rd Safety Project**. Engineer Him said a proposal would be presented at tomorrow's Regular Council Meeting, representing the worst-case scenario. He stated that he does not anticipate the final cost to be that expensive, but it depends on whether the City of Houston will require pedestrian crossings across Wirt Road and ramps on the east side of Wirt Road.

Administrator Blevins said that the **Hilshire Green Drive** Infrastructure Project would be funded by several sources including the balance of the ARPA funds being \$80,990, a \$38,010 transfer from the Utility Fund, \$100,000 from METRO Fund, and an Anticipation Note for \$560,000. Council Member Crawford suggested obtaining an Anticipation Note for the entire project cost. Administrator Blevins said that the ARPA funds need to be used, but that she could eliminate the transfer from the Utility Fund and apply for a larger Anticipation Note.

Administrator Blevins said the line item for **decorative light poles** is being zeroed out and street illumination needs will be reassessed after the LED upgrades are installed. Additionally, light fixtures can be added to existing poles where a power source is present at no cost to the City. Administrator Blevins said that the electrical allocation for the decorative street lights could be applied to the LED upgrade cost, which is yet to be determined.

The Council agreed to include funds for three (3) additional Flock License Plate Reader cameras as well as the annual maintenance fee.

Administrator Blevins said the budget is based on using the voter approval **M&O**

Tax Rate of 0.447917 and Debt Tax Rate of 0.129671 for a total tax rate of 0.577588.

Administrator Blevins said that the City will receive \$103,000 annually from METRO until 2025. She stated that when the agreement allocation is re-negotiated, it benefits the City to be paid at a set rate instead of based on sales tax.

3.C. Utility Rates - Water, Sewer, and Trash

Administrator Blevins said it makes fiscal sense to increase the water rate to \$7.50 per 1,000 gallons. She stated that a lower rate would cause a deficit, and this is a fifty-cent increase from the current rate. Administrator Blevins said that the sewer rate is not based on water usage, but is a flat rate.

Administrator Blevins stated that the City's cost for garbage collection will increase at the beginning of the calendar year.

4. DISCUSSION AND POSSIBLE ACTION

- 4.A. Discussion and Possible approval of Ordinance Number 824-2022 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 water and trash rates: AN ORDINANCE AMENDING APPENDIX "A" FEE SCHEDULE OF THE CODE OF ORDINANCES OF THE CITY OF HILSHIRE VILLAGE, TEXAS, BY DELETING SECTION 7.200 OF APPENDIX "A" THEREOF AND SUBSTITUTING THEREFOR A NEW SECTION 7.200 OF APPENDIX "A", ESTABLISHING NEW WATER, WATER DEPOSITS, BILLING CHARGES, SANITARY SEWER AND SOLID WASTE COLLECTION RATES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.**

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

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

The motion carried 5-0.

- 4.B. Discussion and Possible approval of Ordinance Number 825-2022 adopting the City of Hilshire Village, Texas General Budget for the FYE 2023: In accordance with Section 102.007(c) of the Local Government Code, adoption of this year's budget will require raising more revenue from property taxes than in the previous year;**

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

Administrator Blevins conducted a Roll Call Vote:

**Council Member Gordy - Yea
Council Member Carey - Yea
Council Member Crawford - Yea
Mayor Pro Tem Maddock - Yea
Council Member Schwarz - Yea**

The motion carried 5-0.

- 4.C. **Discussion and Possible action to ratify the proposed property tax increase reflected in the FY 2022-2023 Budget in accordance with Section 102.007 (c) of the Local Government Code. THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$72,481 OR 4.58%, AND OF THAT AMOUNT, \$25,784 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.**

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

City Administrator Blevins said that this vote is to ratify the budget, and the budget adoption as well as tax rate approval will take place at tomorrow's Regular Council Meeting.

Administrator Blevins conducted a Roll Call Vote:

**Council Member Gordy - Yea
Council Member Carey - Yea
Council Member Crawford - Yea
Mayor Pro Tem Maddock - Yea
Council Member Schwarz - Yea**

The motion carried 5-0.

5. ANNOUNCEMENTS

Mayor Buesinger announced that the tax Rate will be adopted at the Regular Council Meeting on September 20, 2022, at 6:30 P.M.

6. ADJOURNMENT

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

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

The motion carried 5-0.

The meeting was adjourned at 7:28 P.M.

ATTEST:

Robert F. Buesinger, Mayor

Susan Blevins, City Secretary