



Regular Council Meeting Minutes

Tuesday, August 15, 2023 at 6:30 PM
8301 Westview Drive, Houston, Texas 77055

1. CALL TO ORDER

Mayor Buesinger called to order the Regular Council Meeting at 6:31 P.M.

1.A. Council Member Crawford gave the **invocation**.

1.B. **Pledge of Allegiance**

1.C. **PRESENT**

Mayor Bob Buesinger
Council Member Mike Gordy
Council Member Justin Crawford
Mayor Pro Tem Andy Carey
Council Member Mark Huber
Council Member Kristi Cooper

Also present: City Attorney Bounds, Olson & Olson, Engineer Him, HDR Engineering, Spring Valley Police Chief Schulze, Captain Lane and Sergeant Menchaca, Secretary Stephens and Clerk Ray

2. **CITIZEN'S COMMENTS**: None

3. REPORTS TO THE COUNCIL

3.A. **Police Report**: Sergeant Menchaca said that in the month of July there were a total of 545 calls for service. He also said that a Flock camera reported a match on license plates which had been reported stolen.

Chief Schulze said that they started a program for citizens with dementia or the tendency to wander. He said that the HomeSafe program is voluntary and separate from the criminal database.

Chief Schulze said that next week the department is undergoing an inspection where they will be assessed based on 173 standards, and they expect to maintain the pattern of compliance since the first year in 2019.

3.B. **Building Official Report**: Secretary Stephens said that there were no outstanding issues to discuss in the building report. The council did not have questions.

3.C. **Engineer's Report**: Engineer Vasquez said reviews continue on drainage plans and inspections.

Water Quality: Engineer Him said that they have been in contact with City of Houston public works regarding the chlorine residual. He stated that Houston is boosting chemicals and investigating the system. He also said that the interconnect at Pine Chase Grove is closed, and the majority of the incoming water is through the interconnects at Pine Creek and Hickory Shadows.

Mayor Buesinger asked if the City of Houston would consider Inframark's residual water testing results. Engineer Him said that the City of Houston would come out and test at a point closest to the location. Mayor Buesinger noticed that Inframark's testing rates have tripled. Engineer Him said that he was actively looking into the rates, and he feels that some of the testing may be excessive. Mayor Buesinger said that we need to be in compliance but not over-testing. Engineer Him agreed that there is room for negotiation.

Mayor Buesinger stated that he asked the City of Hunters Creek Village for their testing procedures and was referred to Trey Cantu at the Memorial Villages Water Authority. Hunter's Creek, among other villages, is serviced by Memorial Villages Water Authority who has a treatment facility and more of a full-service public works department. Mayor Buesinger asked if Memorial Villages Water Authority would be able to test Hillshire Villages' water, but Mr. Cantu advised him that they would not want to take on the liability since the water is provided and treated by the City of Houston.

Council Member Crawford asked if the council had researched the possibility of approaching Spring Valley about sourcing their water supply. Mayor Pro Tem Carey said that would be a large expensive project and feels that the timing is not right, but Commissioner Ramsey had previously expressed interest in moving in that direction. Council Member Cooper asked if the timing wasn't right due to budget or are there other factors. Mayor Buesinger said cost and the current relationship with Spring Valley leadership are factors.

Mayor Pro Tem Carey said that he feels that work on the Wirt Safety Road project needs to progress before approaching Commissioner Ramsey about water. Council Member Gordy said that there is a lot of planning and funding which would be a long-range goal. Engineer Him said he was unsure if Spring Valley had discussed if there was enough capacity and that there are other components like storage, booster stations, connections, and other factors that have to be considered with such a major infrastructure project.

Ditches and culverts: Engineer Him said the drainage easement improvements would take place in Friarcreek and 1209 Pine Chase, and presented budgets for those two projects.

Pine Chase Grove: Engineer Vasquez said that the survey should be completed this week. Once the survey is submitted, HDR will convert to a CAD drawing. Mayor Pro Tem Carey asked what potentially will need to be done to remediate the meter vault at Pine Chase Grove and was there budgeting done for the area. Secretary Stephens said that so far there have only been discussions of potential vendors, but

no budget amount assigned. Engineer Vasquez said that the area is small and shouldn't cost more than \$25,000.

Engineer Him said that fencing was discussed at one point but was longer a part of the scope of work. Secretary Stephens said that there would be no fencing so as to not inhibit access to the City of Houston, but there would be a visual barrier to block the view of the backflow preventer. Tree limbs are going to be trimmed to encourage the grass to grow, and regrading so that the water goes to the inlets. Engineer Him said that the backflow preventers were going to be replaced. Council Member Crawford asked if there was any chance of the City of Houston's participation in payment. Engineer Him said that was very unlikely.

Capital Improvements: Engineer Him asked the Council if they would like to continue to incorporate the Hickory Shadows project with Hilshire Green project. Mayor Pro Tem Carey said that he was unsure as the budget had not been approved just yet, and he'd like to see the funding numbers. Council Member Cooper asked what the harm would be in preparing a proposal with both projects. Council Member Gordy said that he feels combining both projects could provide savings.

Consultant Susan Blevins spoke with Joe Morrow, Hilltop Securities, who advised that the 2014 debt service would need to be paid off prior to selling the next tax bond. If Council wants to proceed then this would need to be included in the budget and the City could pay and then be reimbursed if there is a resolution. Mr. Morrow said that there are options to keep the tax rate the same and for financing. Mayor Pro Tem Carey said that he wants to wait for all of Council to review and discuss at the next meeting. Council Member Gordy asked Engineer Him to present the Council with what the timeline would look like for the design phase, survey, and the cost of what would be paid from the previous note.

Wirt Road Sidewalk: Engineer Him said there was no update on the ILA with the City of Houston, but that Attorney Bounds would reach out to the Houston legal team. Mayor Pro Tem Carey asked how the School of Woods feels about the proposed project. Engineer Him said he was unsure because he needed an update on what the City of Houston will require. Engineer Him said that he's hoping that crosswalks are not required.

- 3.D. **Fire Commissioner's Report:** Chief Miller said that the employee injured in January is now back and on desk duty assisting with dispatch and inspections. He said that one of the older ambulances will be kept as a reserve while the oldest of the fleet will be sold. The commission will discuss selling the oldest ambulance before proceeding with city approvals.

Chief Miller said that the response time in June and July was under the national average. He said the annex roof repair should soon commence and the preliminary ISO report showed that the department's rating would remain at "1". He added that the Texas Department of Health Service did a random inspection and they passed with flying colors.

Chief Miller presented Mayor Buesinger with a badge for his dedication and service on the fire commission board along with Ron Presswood, who was not present, for his service as alternate fire commissioner. Chief Miller recognized that Mayor Buesinger was the chairman of the fire commission during a tumultuous time, but was very supportive and helpful in caring for all Memorial Villages.

Council Member Cooper asked if there were any updates on the search for a Fire Chief. Mayor Buesinger said that Commission Chairman Matt Woodruff said that it had been a busy month but that the search committee would be getting together soon. Chief Miller confirmed that the search committee for a new chief was on the fire commission agenda for the following week.

- 3.E. **Mayor Buesinger's Report:** Mayor Buesinger said that he attended the Spring Valley Police Coffee with Cops event, and was pleased to see multiple Hilshire Village residents there to support the Police Department.
- 3.F. **City Secretary's Report:** Secretary Stephens said that there have been quite a few questions and concerns about water service as seen on the complaint log. She said that Inframark has been flushing the hydrants as well as testing the water to monitor the conditions. Secretary Stephens said that a pothole appeared on Bromley and has been added to the list of asphalt repairs needed.

Council Member Crawford said that he has seen multiple complaints about the 1209 Pine Chase easement and wanted to know if Mr. Bristow has been unsatisfied with the previous attempts to mediate the area. Secretary Stephens said that Mr. Bristow's issue with that easement is the maintenance and vegetation that grows, but it was in the budget to address the outfall.

- 3.G. **City Treasurer's Report:** Secretary Stephens said that there are new invoices received after the packet was published, and copies were at the council member's seats.

Secretary Stephens said that none of the City's bank accounts currently earn interest. Council Member Huber said that is not what is happening elsewhere in the industry. Secretary Stephens said that the two TexPool accounts are the only ones that have interest, and transfers are made from the general fund and Metro funds respectively. The Council expressed interest in seeking alternate account types.

4. DISCUSSION AND POSSIBLE ACTION

- 4.A. Discussion and Possible Approval of an Agreement with the Property Owner of 12 Pine Creek Lane to Issue a Certificate of Occupancy with an Accompanying Letter Allowing for a 120-Day Period from the Date of the Certificate of Occupancy to Plant Required Trees**

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

Mr. Gaudet said that he was provided a list of alternate trees by Secretary Stephens

and Clerk Ray that had been approved by the City Arborist. Mr. Gaudet was satisfied considering that his lot is smaller and he has a lot of unapproved mature trees. Council Members expressed concern over the list of trees that was provided and asked that the Arborist be contacted to create a list of small, slow-growing shade trees for future options.

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

The motion carried 5-0.

4.B. Review FYE 2024 Budget, Capital Improvement Projects, Utility Rates, Proposed 2023 Taxes and FYE 2023 Actuals

Council Member Huber asked why the budget expenses and revenues were off for water, sewer, and trash rates. Secretary Stephens explained that the bi-monthly billing to residents is not collected until two months after the expenses are paid creating a temporary deficit.

Council Member Cooper asked about the expense for water meters. Secretary Stephens said that the cost of a new construction meters will be fully reimbursed by the contractor or citizen, but replacement of aged-out meters is covered by the City. Engineer Him said that as a meter ages the readings become more inaccurate so replacement of them is important to prevent loss.

Council Member Cooper asked about phasing out the financial consultant in the 2024 budget. Secretary Stephens said that she anticipates working with Consultant Blevins on the annual audit at the end of the 2023 calendar year, but said she felt confident that a majority of the duties have been successfully transferred. Secretary Stephens will notify the Council if additional training or consulting is needed with Mrs. Blevins into the 2024 calendar year.

4.C. Discussion and Possible Action to approve a 5-year contract for License Plate Reader Cameras and Maintenance with Flock Safety for an annual cost of \$15,000.

Secretary Stephens said that this agreement locks in the pricing of \$2,500 per camera, the same cost that the cameras were originally leased for. She said that the City has two contracts for a total of six cameras.

Motion made by Council Member Crawford, Seconded by Council Member Cooper.

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

The motion carried 5-0.

4.D. Discussion and Possible Approval of the City of Hilshire Village Resolution Number 2022-251 approving the Proposed 2023 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 will provide information to other governmental entities regarding the adoption of the City's 2023 tax rate and to publish the required information.

No New Revenue M&O Tax Rate	\$0.429309/\$100
Voter Approval M&O Tax Rate	\$0.444334/\$100
Debt Tax Rate	\$0.116098/\$100

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

Mayor Pro Tem Carey asked if this total tax rate is the maximum amount that can be adopted. Attorney Bounds answered yes, this is the highest rate that can be adopted without an election.

Secretary Stephens conducted a roll call vote:

Council Member Gordy	Yea
Council Member Crawford	Yea
Mayor Pro Tem Carey	Yea
Council Member Huber	Yea
Council Member Cooper	Yea

The motion carried 5-0.

5. CONSENT AGENDA

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

- 5.A. Disbursements
- 5.B. Minutes from the Regular Council Meeting
- 5.C. Check Registers June 2023
- 5.D. Approve the Quarterly Investment Report

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

The motion carried 5-0.

6. ANNOUNCEMENTS None

7. ADDITIONAL COUNCIL COMMENTS None

8. FUTURE AGENDA TOPICS

9. ADJOURNMENT

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

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

The motion carried 5-0.

The meeting was adjourned at 8:30 P.M.

ATTEST:

Robert F. Buesinger, Mayor

Cassie Stephens, City Secretary