



Regular Council Meeting Minutes

Tuesday, June 16, 2026 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 Council Member Schwarz

1.B. Pledge of Allegiance

1.C. Present

Mayor Bob Buesinger
Council Member Mike Gordy
Council Member Tom Steffan
Mayor Pro Tem Andy Carey
Council Member David Schwarz

Absent

Council Member Matthew Butts

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

2. CITIZEN'S COMMENTS

None.

3. REPORTS TO COUNCIL

3.A. Spring Valley Police Report

Lieutenant Menchaca reported a total of 1,061 calls for service during the reporting period. Officers conducted 758 business checks and 213 house checks, issued 12 parking citations and 17 traffic violations.

3.B. Fire Commissioner's Report

Chief Croft presented the monthly report, highlighting recent recruitment and community outreach efforts. An update was provided on the department's new blocker truck preparation for service. The vehicle is expected to participate in the upcoming Independence Day parade.

The department has responded to 903 calls for service year-to-date across the six villages. During the previous month, Hilshire Village recorded 10 calls for service, including six fire-related incidents, three EMS calls, and one service call, with an average response time of 5 minutes and 38 seconds.

3.C. City Engineer's Report

Engineer Him presented the monthly engineering report and noted that construction activities remain generally on schedule. He provided an update on the sidewalk improvements, explaining that a field adjustment was made to accommodate existing site conditions and landscaping. He stated that the revised alignment is expected to function as intended with minimal visual impact. Engineer Him added that he would address the related discussion items later in the agenda.

3.D. Building Official's Report

Secretary Stephens updated the Council on the property at 1023 Ridgeley, a permit has been issued and work is progressing. The Building Official is coordinating with the contractor to facilitate completion of the project.

3.E. Mayor Buesinger's Report

The Mayor reminded Council that the Villages Independence Day Parade and Festival will be held on July 4th. The Mayor noted that all Memorial Villages are participating in the revival of this year's event and encouraged residents to attend.

3.F. City Secretary's Report:

City Secretary Stephens reported that the call log had been relatively light. She noted that one call regarding low water pressure on Hickory Shadows had been inadvertently omitted from the report; however, the issue was resolved after the contractor investigated the matter.

A Council member inquired about the status of CenterPoint's utility pole replacement work within the City. City Secretary Stephens reported that CenterPoint is scheduled to continue work through July and estimated that approximately two weeks of work remained within Hilshire Village, weather permitting. She noted that crews have completed substantial work in the area and are also working throughout the surrounding communities.

3.G. City Treasurer's Report

City Secretary Stephens reported that the May report, budget, and tax rate calendars were included in the Council packet for review. She proposed holding the budget and tax rate public hearing on Tuesday, September 1, between the two regularly scheduled September City Council meetings.

4. CONSENT AGENDA

Motion made by Council Member Gordy, Seconded by Council Member Schwarz

- 4.A. Approve Disbursements
- 4.B. Approve Minutes from the Regular Council Meeting May 19, 2026
- 4.C. Approve Check Registers May 2026

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

The motion carried 4-0

5. DISCUSSION AND POSSIBLE ACTION

- 5.A. Discussion and possible authorization of payment to Arnold & Co. Invoice for Construction Services provided to the City for the Hickory Shadows Drive Paving, Drainage, & Water Line Improvements Project, Invoice #5 in the amount of \$64,838.02.**

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

During discussion, it was clarified that previously approved change orders had been processed during the prior month. Secretary Stephens confirmed that Invoice No. 5 was not the final project invoice and recommended approval of the payment.

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

The motion carried 4-0

- 5.B. Discussion and Possible Authorization to approve Arnold & Co's Proposal for Water Line Leak Emergency Repairs at Hickory Shadows.**

Engineer Him stated that he is still negotiating with the contractor and requested the agenda item be tabled.

The Council did not take a vote but instead tabled the item to the next regularly scheduled meeting.

- 5.C. Discussion and Possible Authorization of payment to Expert Underground Solutions (EUS) Invoice for City-Wide Ditch Cleaning & Regrading Services to the City.**

Engineer Him requested the agenda item be tabled as he is still processing the estimates received.

The Council did not take a vote but instead tabled the item to the next regularly scheduled meeting.

- 5.D. Discussion and possible authorization for Final Design & Construction Phase Services for the 1303 & 1307 Friarcreek Drainage Easement Improvements Project.**

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

The motion was amended to approve the design phase in the amount of \$46,539 and bidding phase in the amount of \$21,314. The remaining costs will be reviewed after the design is completed.

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

5.E. Discussion and possible authorization to perform Topographical Survey Services for the Mallie Court Ravine Drainage Easement from Mallie Court to Spring Branch Creek.

Motion made by Council Member Gordy, Seconded by Council Member Schwarz

The Council amended the motion to approve MBCO to perform Topographical Survey Services for the Mallie Court Ravine Drainage Easement from Mallie Court to Spring Branch Creek in the amount not to exceed \$12,040.

Voting Yea to the amended motion: Council Member Gordy, Council Member Steffan, Mayor Pro Tem Carey, Council Member Schwarz

The motion carried 4-0

5.F. Discussion and Possible Authorization to award Pine Chase Grove Cul-De-Sac Brick Wall Replacement work.

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

Engineer Him presented the bids received, noting a wide range of quotes for replacing the molded panel fencing with brick that matches the adjacent properties. Council requested that a brick sample be reviewed and approved prior to ordering and installation to ensure the selected color and quality. Secretary Stephens will coordinate with the adjacent property owners throughout the process.

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

The motion carried 4-0

5.G. Discussion and possible action to appoint a regular member to the Board of Adjustments.

Motion made by Council Member Schwarz, Seconded by Council Member Steffan

Secretary Stephens reported that current alternate member Keith Young has expressed interest in serving as a full-time member. With no other applicants, Secretary Stephens recommended appointing Mr. Young and filling the vacant alternate position at a later date.

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

The motion carried 4-0

5.H. Discussion and possible action to appoint members to the Hilshire Village Cultural Education Finance Facility Corporation and the Hilshire Village Higher Education Finance Facility Corporation.

Motion made by Council Member Schwarz, Seconded by Council Member Gordy

Secretary Stephens reported that current member Marcus Dotson has volunteered to step up as President for both facilities, with no other candidates she recommended appointing Mr. Dotson.

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

The motion carried 4-0

(out of order) CITIZEN'S COMMENTS

Richard Raines, Pine Creek Lane, arrived late to the meeting. He addressed City Council to request the installation of a radar speed display and mirror on Pine Creek Lane to assist with speeding traffic and pedestrian safety.

6. DISCUSSION

6.A. General discussion regarding upcoming budget planning, project priorities, and related financial considerations.

Secretary Stephens, together with Engineer Him, reviewed the status of the City's capital improvement projects, including debt proceeds expended, remaining balances, completed work, and the next scheduled projects. The City is currently in a strong position to maintain its infrastructure and to utilize the bond proceeds efficiently.

7. FUTURE AGENDA TOPICS

E-Bikes, Animal Restraint, Budget Workshop #1

8. ADJOURNMENT

With no further items on the agenda, the meeting is hereby adjourned at 8:13 P.M.

ATTEST:

Robert F. Buesinger, Mayor

Cassie Stephens, City Secretary