

**EXECUTIVE SUMMARY
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, OCTOBER 26, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, OCTOBER 26, 2020 AT 6:30 P.M. IN PERSON AT PINEY POINT CITY HALL AND VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

**Zoom Meeting ID: 884 841 6839
Passcode: 3786960901**

COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Joel Bender, Dale Dodds, Michael Herminghaus, Henry Kollenberg, Brian Thompson

CITY STAFF: Roger Nelson, City Administrator; Karen Farris, City Secretary; Annette Arriaga, Director of Planning & Development; Loren Smith, City Attorney; Joe Moore, City Engineer

DECLARATION OF QUORUM AND CALL TO ORDER
Mayor Kobelan called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL – *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*

Cary Moran, the Urban Forester was present and updated everyone regarding Arbor Day. Cary wanted to thank 2 organizations for their support and efforts. Cary thanked Ecclesia Church, Pastor Jim, and Rita for their continued support over the years. Cary thanked David Bain, the Pack Leader of Chapelwood Pack 641. Afterwards, they planted a Maple Tree at Blalock Circle and did a great job. These 2 organizations made it possible and fun.

1. Discuss and take possible action on the MVPD monthly report

Chief Schultz was present and provided the September monthly report.

- Budget: at the end of the third quarter the department has expended 71%. Each of the 3 Villages can expect a refund
- Vehicles: decommissioned 3 vehicles that went out for auction
- Personnel: all personnel are back at work
- Training: mandated state training has been completed; assigned first department wide training for De-escalation Tactics and COVID-19
- Emergency Repair: DVR failed. Replaced at a cost of \$2,900

- Project to identify old evidence and to seek court order to destroy old items beyond the statute of limitations
- Calls for services, and types and frequency of calls
- Golf Tournament Fundraiser on February 21, 2021 for first responders in the Villages at Houston Oaks Country Club

2. Discuss and take possible action on the VFD monthly report

Commissioner Nash was present via Zoom and provided the monthly report.

- Vacancies: there are no vacancies
- Vehicles: The new vehicle is in the process of getting equipped; and the old truck is up for auction.
- Any surplus available this year will be applied to the facilities renovation
- Construction is going well
- Fire incidents, EMS incidents, and response times are within the national standard
- Commissioner Nash requested Roger, the City Administrator to write a letter of commendation to Taste of Texas for catering to the fire department and for most recently, the Family Day event
- COVID Cases: SBISD had several COVID cases that are not appearing on the information received from the health department. VFD is following up on this issue. MVPD has experienced the same issue and does a reconciliation.
- Council Member Kollenberg added that a formalization of the budget and EMS dedication will be on the next agenda. A letter will be sent to the cities requesting these items be included on the next agenda.

Mayor Kobelan moved Agenda Item # 10 after Agenda Item # 2

10. Discuss and take possible action on 9B Woods Edge

There was discussion. The developer submitted an appeal to the fill ordinance which requires the limitation of fill on the property to maximum elevation equal to a one percent slope from the existing top of curb not exceeding 12 inches. This property is located within the 500-year flood plain and required to build their finished floor 1-foot above the 500-year floodplain elevation. This requirement sets the finished floor elevation at approximately 7-feet above the curb elevation. The developer is meeting the fill ordinance in most locations on the property but is appealing the requirements in the ordinances for stairs in the front and for the garage and driveway. Council had concerns about drainage on the property, and to make aware of the plans to the other residents. Council also discussed possible future issues. With the City Engineer and Building Official aware of the issues Council Members Dodds, Kollenberg, Bender, Herminghaus, and Thompson acknowledged with the assurance that their concerns would be addressed.

Mayor Kobelan moved Agenda Item # 14 after Agenda Item # 10

14. Discuss and take possible action on 2020 Paving Improvements Bid Results and Letter of Recommendation

The City received bids for the 2020 Paving Improvements Project. There was discussion regarding adding parking spaces around the circle. Jim Cole, a resident of Arrowwood and a member of the Beautification Committee was present along with residents of Arrowwood who opposed the addition of parking spaces around the circle. Mr. Cole polled the street and determined 16 residents were for adding the parking spaces, 5 residents were against, and 1 resident was unreachable. After considerable discussion Council decided not to include the parking spaces around the circle. Council Member Dodds made a motion to accept the bid from AAA Asphalt without the parking spaces around the circle on Arrowwood. Council Member Bender seconded the motion and it passed unanimously.

3. Discuss and take possible action on HGAC Representative Designation

There was discussion to designate Council Member Herminghaus as the HGAC Representative and designate Council Member Dodds as the Alternate to the 2021 HGAC General Assembly. Council Member Dodds made the motion to designate Council Member Herminghaus as the HGA Representative and designate Council Member Dodds as the Alternate. Council Member Bender seconded the motion and it passed unanimously.

4. Discuss and take possible action on Harris County Public Library Interlocal Agreement

This item is regarding an agreement between Harris County and the City of Piney Point Village pertaining to the City's donation of \$1,500 to the Spring Branch Memorial Library. Council Member Bender made a motion to approve the Interlocal Agreement between Harris County and the City of Piney Point Village for a donation of \$1,500 to the Spring Branch Memorial Library. Council Member Herminghaus seconded the motion and it passed unanimously.

5. Discuss and take possible action on Harris County Agreement for Prisoners

Council Member Kollenberg made a motion to authorize the Mayor to execute the Interlocal Agreement with Harris County to house, support, maintain and confine prisoners. Council Member Bender seconded the motion and it passed unanimously.

6. Discuss and take possible action on Alarm Permits

Council discussed the current alarm permit registration process and fees. Council decided to authorize the city to pay the \$1.25 per transaction fee associated with the Easy Pay on-line feature. Council Member Thompson made a motion to allow electronic payment of alarm permits. Council Member Bender seconded the motion and it passed unanimously.

7. Discuss and take possible action on Kinkaid School

Kinkaid Representatives were present and explained they have in place new leadership and would like to develop a better relationship with the City of Piney Point Village. They presented their information regarding temporary classroom space, and their plan to bring all students back to school by the new year through the addition of temporary classrooms. There was considerable discussion. Council recommended that Kinkaid should follow the Specific Use Permit process by

submitting the SUP Application, go through the process, contact neighbors that may be affected, and to review the drainage plan.

8. Discuss and take possible action on the Mayor's monthly report

Mayor Kobelan shared his experience of attending a candidate forum in which Wesley Hunt, Mary Nan Huffman, who is running for District Attorney, and Tom Ramsey were present.

9. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:

- September 2020 Financials
- Roger Nelson introduced the new employee, Jose Gomez. Jose described his background while in the US Marines. He was recently discharged from the Marines in March.
- Council Member Bender suggested to the City Administrator that the City should apply for support through the Cares Act to navigate expenses impacted by the COVID-19 outbreak such as the AV equipment. The City Administrator indicated he has done this.
- The City Administrator indicated he receives approximately 10 calls a day regarding issues within the city.
- Council Member Kollenberg indicated we should be able to obtain a list of all properties and their appraised value for 2019 and 2020. The City should also be able to obtain a list of delinquent taxpayers before 2017.

Agenda Item # 10 was moved to the beginning of the agenda, after agenda item # 2

11. Discuss and take possible action on City Restriping Quotes

The City requested that HDR obtain quotes for restriping the stop bar and crosswalk striping on Blalock, N. Piney Point, Greenbay, Smithdale, and Hedwig. The quotes include the removal of existing striping, striping with Type I reflective thermoplastic pavement markers, and traffic control at each location. Council Member Bender made a motion to accept the quote from PMI. Council Member Herminghaus seconded the motion and it passed unanimously.

12. Discuss and take possible action on Calico Type A Inlet Quotes

The City received complaints from the resident at 11425 Calico Lane about sheet flow crossing Calico from north to south during heavy rain events and ponding around the existing inlet in his yard. The resident requested a second inlet to be installed to increase inlet capacity. The City requested HDR obtain quotes for installing an additional inlet in the ROW at 11425 Calico. The quotes include the installation of one Type A Inlet onto the existing 24" RCP. Council Member Bender made a motion to accept the quote from T Construction for \$8,125.00. Council Member Thompson seconded the motion and it passed unanimously.

13. Discuss and take possible action on S. Piney Point Road Guardrail Improvement Quotes

The City requested HDR obtain quotes for repairing and improving the guardrail at South Piney Point Road south of Memorial to increase visibility and motorist safety. Quotes were received from contractors to repair the existing guardrail,

extend the guardrail an additional 80-feet north, installation of reflector delineators on the guardrail, installation of two chevron arrow signs behind the guardrail to call attention to the left turn, and installation of a left turn warning and speed reduction sign in the median just south of Memorial Drive. Council Member Thompson made a motion to accept the quote from ISI Contracting for \$12,695.00. Council Member Bender seconded the motion and it passed unanimously.

Agenda Item # 14 was moved to the beginning of the agenda, after agenda item # 10

15. Discuss and take possible action on the HDR Proposal – 2020 Paving Improvements – authorization to begin Construction Management, Materials Testing and Construction Observation Phase Services

Council previously approved a portion of HDR's proposal for Professional Engineering Services for the 2020 Paving Improvements Project to provide bid phase services. Council requested that HDR present the proposal for the same project for the Professional Engineering Services to provide Construction Management, Materials Testing, and Construction Observation Phase Services during construction of the 2020 Paving Improvements Project. Council Member Herminghaus authorized HDR to begin Construction Management, Materials Testing and Construction Observation Phase Services. Council Member Thompson seconded the motion and it passed unanimously.

16. Discuss and take possible action on CDBG Acceptance of Application

CSRS, the grant administrator and HDR have prepared the application for the CDBG-MIT Grant to be submitted to the TGLO on October 28th. The application describes the work to be done on the projects. Council Member Thompson made a motion to accept the CDBG Application. Council Member Dodds seconded the motion and it passed unanimously.

17. Discuss and take possible action on CDBG HDR Contract

As part of the final submittal package to the GLO, the City must include an executed contract with their selected Engineer. Council Member Herminghaus made a motion to authorize the Mayor to sign the HDR contract for the Texas General Land Office Community Development Block Grant Mitigation Action Plan. Council Member Thompson seconded the motion and it passed unanimously.

18. Discuss and take possible action on the City Engineer's monthly report

- The Engineer's Report for this month includes updates to the Surrey Oaks Lane Project, the Beinhorn Road Project, the Wilding Lane Project, the 2020 Paving Project, Chuckanut, and other various maintenance projects, and future projects.
- On the Beinhorn Drainage & Sidewalk Improvements Project, the flashing crosswalk sign had a long delay time when ordered.
- On the Chuckanut Project the contractor is currently working on the sidewalk and will schedule the ditch regrading when a crew is available. The City Engineer will get a date the crew will begin.

- On the Summerhill and Chuckanut Ditch Regrading Project the contractor indicated that they would start on Summerhill and then Lacewood Lane.

19. Discuss and take possible action on the Minutes of the September 28, 2020 and the October 6, 2020 City Council meetings

Council Member Bender made a motion to approve the Minutes of the September 28, 2020 and the October 6, 2020 City Council Meetings. Council Member Dodds seconded the motion and it passed unanimously.

20. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (CONSULTATION WITH ATTORNEY), specifically regarding pending and potential litigation; and pursuant to Section 551.072 of the Texas Government Code

Council adjourned into a closed session at 8:51 p.m.

Council reconvened into open session at 9:07 p.m.

21. Action outside of Executive Session

No formal action taken

22. Adjourn

Council Member Herminghaus made a motion to adjourn. Council Member Bender seconded the motion and it passed unanimously. The meeting adjourned at 9:07 p.m.