

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, MAY 24, 2021**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR COUNCIL MEETING ON MONDAY, MAY 24, 2021, AT 6:30 P.M. IN PERSON AT PINEY POINT VILLAGE CITY HALL AND VIA ZOOM TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

Zoom Meeting ID: 884 841 6839

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

CITY STAFF: Paul Davis, Interim City Administrator; Karen Farris, City Secretary; Annette Arriaga, Director of Planning & Development; David Olson, City Attorney; Joe Moore, City Engineer

DECLARATION OF QUORUM AND CALL TO ORDER

Mayor Kobelan called the meeting to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEWLY ELECTED OFFICIALS. Mayor Kobelan issued Certificates of Election and administered the Oath of Office to newly elected officials Michael Herminghaus, Alderman, Position 1; Dale Dodds, Alderman, Position 2; and Brian Thompson, Alderman, Position 5

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.*

Residents of 541 Lanecrest and 555 Lanecrest were present to address Council regarding an open water ditch behind their homes. Council will review at an engineering meeting.

1. Discuss and consider possible action on the MEMORIAL Villages Police Department monthly report.

Chief Schultz presented the report for the month of April. He updated Council regarding the budget, personnel changes, significant events, and major projects.

Agenda items #3, and #4 were moved after agenda item #1.

3. Discuss and consider possible action on receiving notification of allocation of cost sharing by participating cities of Memorial Villages Police Department. Commissioner Huguenard introduced the agenda item to Council. Chief Schultz presented the 2020 Review of Services and FY 21 Budget Funding Review to Council. The Police Commission is requesting that funding continue to remain equal at 33.3% per village. Council Member Herminghaus made a motion to accept the allocation of cost sharing by participating cities of Memorial Villages Police Department. Council Member Bender seconded the motion and it passed unanimously.

4. Discuss and consider possible action on the Memorial Villages Police Department 2020 Annual Financial Report.

Commissioner Huguenard introduced the agenda item to Council. Council Member Bender made a motion to accept the Memorial Villages Police Department 2020 Annual Financial Report. Council Member Dodds seconded the motion and it passed unanimously.

2. Discuss and consider possible action on the Memorial Villages Police Department proposed 2022 Budget.

Commissioner Huguenard introduced the agenda item to Council by providing an explanation of the funds and how they have been used in the past. Council Member Bender made a motion to accept the Memorial Villages Police Department proposed 2022 Budget. Council Member Dodds seconded the motion and it passed unanimously.

3. Discuss and consider possible action on receiving notification of allocation of cost sharing by participating cities of Memorial Villages Police Department.

This item was moved after agenda item #1.

4. Discuss and consider possible action on the Memorial Villages Police Department 2020 Annual Financial Report.

This item was moved after agenda item #1.

5. Discuss and consider possible action on the Village Fire Department monthly report.

Commissioner Nash was present and updated Council regarding staffing, equipment, statistics, construction progress, and the budget.

6. Discuss and consider possible action on the Village Fire Department 2020 Annual Financial Report.

Commissioner Nash introduced this agenda item. Council Member Bender made a motion to accept the Village Fire Department 2020 Annual Financial Report. Council Member Herminghaus seconded the motion and it passed unanimously.

7. Discuss and take possible action on the Village Fire Department Intra-Budgetary transfers related to the 2020 Audit.

Council Member Kollenberg introduced and explained this agenda item. Council Member Kollenberg made a motion to approve the Village Fire Department Intra-

Budgetary transfers related to the 2020 Audit. Council Member Dodds seconded the motion and it passed unanimously.

8. Discuss and consider possible action regarding the Village Fire Department 2022 Proposed Budget.

Commissioner Nash introduced this agenda item. The Village Fire Department's 2022 Proposed Budget is being submitted for consideration and approval. Council Member Bender made a motion to approve the Village Fire Department 2022 Proposed Budget. Council Member Herminghaus seconded the motion and it passed unanimously.

9. Discuss and consider possible action on the Tax Collection contract between Spring Branch Independent School District Tax Office and the City of Piney Point Village to assess and collect ad valorem taxes for the City of Piney Point Village.

Council Member Kollenberg made a motion to approve the Tax Collection contract between Spring Branch Independent School District Tax Office and the City of Piney Point Village to assess and collect ad valorem taxes for the City of Piney Point Village. Council Member Bender seconded the motion and it passed unanimously.

10. Discuss and consider possible action on a 2021 mosquito agreement with Cypress Creek Pest Control for weekly mosquito spraying.

Council Member Herminghaus made a motion to approve the 2021 mosquito agreement with Cypress Creek Pest Control for weekly mosquito spraying to begin as soon as possible. Council Member Bender seconded the motion and it passed unanimously.

11. Discuss and consider possible action on the Accounts Payable Procedures.

The Accounts Payable Procedures was last reviewed and updated on April 23, 2018. Council Member Kollenberg requested this item be placed on the agenda for review. Council Member Kollenberg made a motion to reaffirm the Accounts Payable Procedures. Council Member Bender seconded the motion and it passed unanimously.

12. Discuss and consider possible action on June 2021 and July 2021 Bright Landscape maintenance invoices.

Mayor Kobelan introduced this agenda item. The city has not been invoiced, the cost of maintenance should be the same as the May 2021 invoice, which was \$3,158.75. Previous landscape invoices have been approved. These were preapproved to be paid. There were no objections.

13. Discuss and consider possible action on the Bright Landscape Designs, estimate #11860 for a total cost of \$2,114.83.

This estimate includes replacement of plants damaged by the freeze at the Echo Lane and Taylorcrest esplanade, and replacement of plants and landscape materials which were damaged by a car at the esplanade at Briar Forest. The Briar Forest esplanade is east of the light at Memorial and Briar Forest. Council Member Dodds made a motion to approve the Bright Landscape Designs, for a total cost of \$2,114.83. Council Member Bender seconded the motion and it passed unanimously.

- 14. Discuss and consider possible action on the Mayor’s Monthly Report.**
Mayor Kobelan reported since COVID has been moved from the red alert zone to orange, the “Keep Calm and Carry on” sign can be removed.
- 15. Discuss and consider possible action on the City Administrator’s Monthly Report, including but not limited to:**

 - Non-residential fee schedule: Annette Arriaga, Director of Planning and Development presented this item to Council for review. There was discussion regarding the Non-residential fee schedule.
 - April 2021 Financials: Council would like the financials to also be presented in template format as presented last month.
 - Verizon: Paul Davis, Interim City Administrator introduced this item and explained to Council that Verizon will have sight tours available on June 7th-9th. Council decided on June 8th for the sight tour. Mr. Davis will contact Verizon and schedule the sight tour for Council and then Mr. Davis will send an email to Council as confirmation.
 - Trees: Mr. Davis clarified when a tree falls across a private street and blocks the street, public works may cut the tree to clear the road, but it is the homeowner’s responsibility to dispose of the tree.
- 16. Discuss and consider possible action on a revision to pricing for pavement subgrade stabilization for the Wilding Lane Drainage and Paving Improvements Project.**
Joe Moore, City Engineer introduced this item. The purpose of this item was to compare the use of TRU-BLIN material for stabilization of the pavement subgrade with lime and fly ash on the Wilding Lane Drainage and Paving Improvements Project. Information for this item was distributed to Council at the meeting. Since there is no change in the cost, the change would be to zero out the quantity of tons for the lime and fly ash and replace with 6 units of Tru-Blin. This would be a change order that the mayor can sign.
- 17. Discuss and consider possible action on the City Engineer’s Monthly Report.**
The City Engineer updated Council on the damaged guardrail on South Piney Point Rd. and will provide a cost estimate for repairs. Shady Grove was discussed regarding drainage. Code enforcement was discussed in regard to abandoned homes. The Engineer’s Report included updates to the Beinhorn Road Project, the Wilding Lane Project, other various maintenance projects, and future projects.
- 18. Discuss and consider possible action on the Minutes for the Regular Session Meeting held on April 26, 2021.**
Council Member Herminghaus made a motion to approve the Minutes for the Regular Session Meeting held on April 26, 2021. Council Member Thompson seconded the motion and it passed unanimously.
- 19. Discuss and consider possible action on an Interlocal Agreement between Harris County and the City of Piney Point Village regarding maintaining the portion of Memorial Drive from the light at Memorial and Briar Forest to the**

light at Memorial and San Felipe, and the portion of San Felipe from the light at Memorial and San Felipe to the eastern boundary of the city.

Mayor Kobelan introduced this agenda item and requested a change be made to the Interlocal Agreement to include Carol Tree Park and Flag Tree Park as parks that the City of Piney Point Village will maintain and improve. Council Member Kollenberg made a motion to give approval for the Mayor and City Attorney to forward this draft to Tom Ramsey for approval and negotiation with the final version being brought back to Council, but with the understanding that Council is fine with the general concept. Council Member Bender seconded the motion and it passed unanimously.

20. Discuss and consider possible action on any future agenda items, meeting dates, etc.

- Budget Workshop tentatively scheduled for July 12, 2021, at 4:30
- Impervious coverage
- Refund of deposits

21. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to 551.071 of the Texas Government Code (Consultation with Attorney) and pursuant to Section 551.074 of the Texas Government Code (Personnel), specifically to deliberate the appointment, evaluation, reassignment duties, discipline, or dismissal of the City Administrator.

Council adjourned into a closed session at 8:52 p.m.

Council reconvened into an open session at 9:19 p.m.

22. Proposed action when Executive Session is reconvened.

Council Member Kollenberg made a motion to approve the proposed separation agreement with Roger Nelson as presented and authorize the mayor to execute it with any minor alterations approved by the City Attorney. Council Member Bender seconded the motion and it passed unanimously.

23. Adjourn

Council Member Bender made a motion to adjourn. Council Member Thompson seconded the motion and it passed unanimously. The meeting adjourned at 9:20 p.m.

PASSED AND APPROVED this 28th day of June 2021.



Mark Kobelan
Mayor





Karen Farris
City Secretary