

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, DECEMBER 16, 2019**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, DECEMBER 16, 2019 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300 HOUSTON, TEXAS, 77063 TO DISCUSS THE AGENDA ITEMS LISTED BELOW.**

**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; David Olson, 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.*

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

Chief Schultz updated Council:

- Currently under budget due to vacancies through-out the year
- \$230,000 going back to the Villages
- Dispatch is fully staffed
- Short 1 police officer
- ALPR continues to be effective
- Piney Point had 1,902 calls for service; 1,488 House Watches; 11 accidents; 244 citations issued, and 4 Emergency responses. False Alarms are the #1 call for service.

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

Commissioner Nash was present and reported to Council that the VFD is

- Fully staffed
- The big item up for discussion at the Commissioners Meeting is the need to purchase dispatch equipment at a cost of \$380,000. This will be the first of many expenditures needed to renovate the fire station.
- VFD will update Council monthly on expenditures
- Discussed Bunker Hill

- VFD will be reviewing their compensation package
  - Council discussed the fire department lunches
  - Council Member Kollenberg discussed the fire department renovation and expenditures and requested that Council be kept apprised of status and progress of the renovation.
3. **Discussion and possible action on Piney Point Circle**  
Council discussed the current status of Piney Point Circle. No action taken.
  4. **Discuss and take possible action on proposed FY2020 Holidays**  
Council Member Bender made a motion to approve the proposed FY2020 Holidays. Council Member Herminghaus seconded the motion and it passed unanimously.
  5. **Discuss and take possible action on proposed Ordinance 2019.12.16 City Council Meeting Dates for FY2020**  
Council Member Bender made a motion to approve Ordinance 2019.12.16 City Council Meeting Dates for FY 2020. Council Member Herminghaus seconded the motion and it passed unanimously.
  6. **Discuss and take possible action on Temporary Certificates of Occupancy**  
Council Member Thompson made a motion to table Temporary Certificates of Occupancy. Council Member Bender seconded the motion and it passed unanimously.
  7. **Discuss and take possible action on Interlocal Agreement for Joint Landscaping Project with Bunker Hill Village**  
Council Member Kollenberg made a motion to approve with modification, the Interlocal Agreement between the City of Piney Point Village and the City of Bunker Hill for landscaping improvements. The modification to the Interlocal Agreement would be to delete the sentence stating... "Piney Point shall not undertake, or cause to be undertaken, any alterations or modifications of the improvements constructed pursuant to this agreement without first securing the approval of Bunker Hill of the plans and specifications for the same." It is the understanding that the Mayor has some latitude to insert additional language to memorialize the comments. Council Member Kollenberg accepted the amendment. Council Member Thompson seconded the motion and it passed unanimously.
  8. **Discuss and take possible action on the Mayor's monthly report, including but not limited to:**
    - Wine and Cheese Holiday Gathering is on December 17, 2019
  9. **Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**
    - November 2019 Financials
    - Bob Rivas: is a new employee. His position is Code Enforcement Officer in training. There was discussion regarding the Christmas decorations. Currently, a contractor installs the Christmas decorations.

**10. Discuss and take possible action on Beinhorn Project Bids and Letter of Recommendation for Award**

The City Engineer reported that the City received bids for the Beinhorn Drainage and Sidewalk Improvements Project. 6 bids were received and 2 more were received late totaling 8 bids received. The lowest bid was T Construction. The bid tabulation and recommendation were reviewed. There was discussion regarding the crosswalk signal and confirmed that it is included in this bid. Council Member Bender made a motion to accept the bid for the Beinhorn Drainage and Sidewalk Improvements Project from T Construction for \$998,644. Council Member Thompson seconded the motion and it passed unanimously.

**Council moved item #14**

**14. #2 White Pillars Easement**

This item was presented last month. The City Engineer explained this item was moved because a decision on this agenda item was needed before the Maintenance Project agenda item could be awarded. The storm sewer is an added alternative to the Maintenance Project. There was discussion. The City Attorney proposed 2 changes to Section 1 Relocation of Easement and Drainage Pipe:

- The City hereby agrees that Light may tie existing drainage lines serving the Burdened Property into the New Drainage Pipe that deals with the existing problem.
- The City agrees to allow for Light to stub the New Drainage Pipe to Light's drainage lines when it installs such New Drainage Pipe, in a flow and volume not to exceed existing drainage lines.

Council Member Thompson made a motion to accept the drainage easement document as presented with the 2 changes to Section 1. Council Member Dodds seconded. There was additional discussion regarding Section 2. Removal of Existing Driveway. The change would be: The City agrees at its sole cost and expense, to remove the driveway within the limits of the easement. Council Member Thompson amended his motion to include the change to Section 2. Council Member Dodds seconded the amended motion and it passed with 4 in favor and 1 opposed.

**11. Discuss and take Possible action on 2019 Maintenance Bids and Letter of Recommendation for Award**

The City Engineer explained the 2019 Maintenance project includes the concrete point repairs to Memorial Point, Heritage Oaks, Farnham Park, N. Country Squire, the sidewalk along N. Piney Point Rd. from Beinhorn to Bothwell, and #2 White Pillars. Council Member Heringhaus made a motion to accept the low bid from On Par Civil Services for \$325,093 for the 2019 Maintenance Project. Council Member Dodds seconded the motion and it passed unanimously.

**12. Discuss and take possible action on Amendment to HDR contract to reduce scope from full time to half-time site representation on Beinhorn**

HDR previously submitted a proposal for professional engineering services for the Beinhorn Drainage and Sidewalk Improvements Project which included a task for full-time construction site observation phase services. The City requested that HDR provide half-time site observation phase services instead of full-time services. This

is a reduction of \$62,500. Council Member Dodds made a motion to accept the Amendment to the HDR contract to reduce scope from full time to half-time site representation on Beinhorn. Council Member Bender seconded the motion and it passed unanimously.

**13. Discuss and take possible action on Authorization of HDR Contract for Construction Management and materials Testing Phase Services on Beinhorn Project**

Council previously approved a portion of the proposal for Professional Engineering Services for the Beinhorn Drainage and Sidewalk Improvements Project to provide bid phase services. Council requested HDR present the proposal for the same project for the Professional Engineering Services to provide Construction Management and Materials Testing Phase Services during construction of the Beinhorn Drainage and Sidewalk Improvements Project. Council Member Dodds made a motion to authorize the HDR contract for Construction Management and materials Testing Phase Services on Beinhorn Project for \$54,000. Council Member Bender seconded the motion and it passed unanimously.

**14. Agenda item moved up (after Agenda Item #10)**

**15. Discuss and take possible action on Wilding Lane – Acceptance of PER**

HDR completed the preliminary engineering report for the Wilding Lane Drainage and Paving Improvements Project and has previously presented the report to the City. HDR is submitting the preliminary engineering report to the City for acceptance. There was discussion. Council Member Thompson made a motion to accept the PER for Wilding Lane. Council Member Dodds seconded the motion and it passed unanimously.

**16. Discuss and take possible action on Authorization of HDR Contract for Final Design Services on Wilding Lane**

HDR previously presented Council with the preliminary engineering report for the Wilding Lane Drainage and Paving Improvements Project. Council requested that HDR present the proposal for the same project for the Professional Engineering Services to provide Final Design Phase Services which will allow HDR to proceed. Council Member Bender made a motion to authorize the HDR contract for Final Design Services on Wilding Lane for \$58,900. Council Member Dodds seconded the motion and it passed unanimously.

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

The City Engineer's monthly report was included in the Council Agenda Packet.

The City Engineer provided the following updates:

- Windermere: discussion regarding easement issues with lot #19
- Jamestown: discussion regarding ditch regrading

**18. Discuss and take possible action on the minutes of the November 25, 2019 Council meeting**

Council Member Bender made a motion to approve the minutes of the November 25, 2019 Council meeting. Council Member Heringhaus seconded the motion and it passed unanimously.

19. **Discuss and take possible action on any future agenda items, meeting dates, etc.**

- Temporary Certificates of Occupancy
- Parking Pads

20. **EXECUTIVE SESSION:** The City Council will adjourn into closed executive session pursuant to Section 551.072 of the Texas Government Code (PERSONNEL), specifically to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public employee or to hear a complaint or charge against an officer or employee, specifically regarding 2020 employee compensation.

Council adjourned into a closed session at 7:58 p.m.

Council reconvened into open session at 8:30 p.m.

21. **Action outside of Executive Session, if any**

No formal action taken. Council Member Kollenberg made a motion to authorize the Mayor to work with the City Administrator to implement compensation in accordance with discussions. Council Member Bender seconded the motion and it passed unanimously.

22. **Adjourn**

Council Member Bender made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 8:30 p.m.

**PASSED AND APPROVED this 27th day of January 2020**

  
Mark Kebelan  
Mayor

  
Karen Farris  
City Secretary

