

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, JUNE 22, 2020**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, JUNE 22, 2020 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

The Council Meeting was accessible remotely by computer:

<https://8x8.vc/shamrock54152/piney.point>

To join by phone: 1-209-844-4600; when prompted enter code: 65943172#

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 6:34 p.m.

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL – *At this time, any person with city-related business may speak to 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.*

The following residents addressed Council:

Eugene Liu lives at 16 W. Stillforest; his house backs-up to Radney. Mr. Liu addressed Council regarding overgrown vegetation in the vacant lot behind his house. Mr. Liu is concerned the vacant lot with overgrown vegetation is a safety risk. Staff will evaluate the issue and contact Mr. Liu.

Mayor Kobelan moved agenda item #9 before agenda item #1

9. Discuss and take possible action on St. Francis Elementary School Gym Project

A representative from St. Francis was present and explained the project. There is no drainage or tree removal. There is nothing exterior to be done. All renovation will be interior. Council Member Thompson made a motion to pass the Specific Use Permit for renovating the gymnasium on the St. Francis Episcopal School Tract. Council Member Bender seconded the motion and it passed unanimously.

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

Chief Schultz provided a report for the month of May:

- MVPD is still within budget
- The COVID-19 reimbursement process has begun
- The police department is fully staffed; and police presence has increased
- 1 Suspicious person, 1 major accident
- Installed 8 additional ALPR's; and they are active
- The Police Commission has reviewed the 2019 Review of Services for the FY2021 Budget. The Commission is required to review to ensure the equitable funding remains in place. The Commission recommended the funding to be 33 1/3% per Village.
- Chief Schultz explained a significant security breach which effected federal systems and data bases, including the vendor for V-Link. All MVPD data is encrypted as an extra safety precaution. It is unknown the extent of this breach.

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

Commissioner Nash provided the VFD monthly report

- There are items that need to be addressed relative to approving the budget items from April VFD Letter
- 1 Firefighter vacancy
- At the end of May, VFD was 1% below budget
- Corona Virus call volume has decreased since the end of May
- Spring Valley provided 300 test kits to test all members of the VFD; Spring Valley approved family members of the VFD to be tested
- Response times continue to be better than the national standard
- Remodel – there was discussion; the contract has been awarded; possible start date of July 6th or 7th

3. Discuss and take possible action on the VFD Budget

The VFD 2019 Budget utilizing the 2019 ambulance revenue to cover the \$115,864 shortfall in salaries, had previously been approved.

The 2020 Budget does not need to be amended.

Approve the 2021 Budget. The Budget needs to be approved before September. There was discussion. Council Member Kollenberg made a motion to approve the VFD 2021 Budget. Council Member Bender seconded the motion and it passed unanimously.

4. Discuss and take possible action on Multi-Hazard Mitigation Plan

There was discussion. Council Member Bender made a motion to approve Resolution 2020.06.22 authorizing the adoption of the Harris County Multi-Hazard Mitigation Action Plan Update. Council Member Thompson seconded the motion and it passed unanimously.

5. Discuss and take possible action on Building and Construction Permits

There was discussion regarding the new schedule of fees for Building and Construction Permits and Inspection services. Council Member Thompson made a

motion to approve Resolution 2020.06.22.2 page 1 of Exhibit A only. Council Member Bender seconded the motion and it passed unanimously.

- 6. Discuss and take possible action on streets with setbacks of less than 50'**
Council considered Ordinance 2020.06.22.A regarding front yard setbacks of less than 50 feet. This will impact Jan Kelly Lane, Gingham Drive, Merrie Way Lane, Surrey Oaks Lane, and Dana Lane. There was concern regarding other streets. There was discussion. Council Member Bender will contact Board of Adjustments for comments and suggestions; and then staff will review and return to Council on a later date.
- 7. Discuss and take possible action on Temporary Certificates of Occupancy**
Council discussed Ordinance 2020.06.22.B Temporary Certificates of Occupancy. There was discussion regarding removing the last sentence of Division 6. Certificate of Occupancy Sec. 74-176 Certificates of occupancy or completion, temporary certificates of occupancy and related fiscal security, (8) (sentence discussed to be removed) The applicant is liable to the city for any costs incurred by the city that exceed the amount of fiscal security. This agenda item will be submitted to Planning & Zoning.
- 8. Discuss and take possible action on regulations for fences and walls in required yards and side and rear yards**
Council considered Ordinance 2020.06.22.C regarding Supplementary District Regulations. Council discussed fences and walls. This item will be reviewed by the Beautification Committee for landscaping plans and then return to Council for further discussion, and to recommend submitting to Planning and Zoning. Council reviewed the wording of Sec.74-245 (3) and discussed editing the last sentence by removing the phrase "... but not within a required yard".
- 10. Discuss and take possible action on potential Quail Hollow and Blalock pathway**
Council discussed considering an easement for the pathway between Blalock Road and Quail Hollow Lane. Mayor Kobelan reported that he spoke with Bunker Hill about paving the pathway. Bunker Hill agreed with the plan and mentioned the Boy Scouts would like to install benches on the pathway. Bunker Hill could be doing their paving the same time Piney Point does paving. Before moving forward, the City Attorney recommended a title report be done to determine who owns the property. Not all Council Members were in favor of this project.
- 11. Discuss and take possible action on moving Metro Funds and Capital Budget Funds into General Operating Fund**
There was discussion that the funds in the Metro and Capital Funds should have been transferred to the General Operating Fund. The Metro Fund had limitations on the use of funds. The City used the money for Metro Projects and remaining funds will be transferred to the General Operating Fund. The Capital Funds remaining were from the paving part on the second Blalock Project. This project was paid out of the General Operating Fund. The City should have been reimbursed at that time. The remaining funds will be transferred to the General Operating Fund. After the transfer, the Metro Fund and the Capital Fund will be closed. Council Member Kollenberg

made a motion to approve revised Ordinance 2020.06.22.10. Council Member Dodds seconded the motion and it passed unanimously.

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

Mayor Kobelan reported that 3 Crepe Myrtle's needed to be replaced at Carol Tree Park. Bright Landscaping has submitted a proposal for \$2,616.

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

- **May 2020 Financials**

Council discussed the Financials which also included the Monthly Tax Report. The Current Budget is failing to print on the Financials. Staff will contact technical support to fix this issue. The entire Financials is included in the electronic version of the Agenda Packet.

14. Discuss and take possible action on four items

Council Member Kollenberg had the following questions:

- How are we going to handle the PPV Budget? The Mayor is currently working on the Budget. It is near complete. Council Member Herminghaus and Council Member Bender will be assisting with Capital Projects. According to the new tax calendar the Proposed Budget must be submitted by July 17th; and the Tax Rate must be set by August 17th. Council set July 7, 2020 at 6:30 for the Budget Workshop, by Zoom.
- How are we going to handle Court opening and OCA Guidance? Piney Point Municipal Court is currently postponed to July. Before in-person hearings can be held, Municipal Court must submit a plan to reopen, to the Office of Court Administration (OCA). A flyer has been created to encourage individuals to pay on-line. Municipal Court does not have a plan for in-person hearings currently. There was discussion to have remote hearings, or schedule with other Municipal Courts.
- How are we going to handle meeting access for those reluctant to come in? Council discussed different methods for meeting access. There are citizens who will be hesitant or not feel comfortable attending a meeting in person because of COVID-19 and even after the COVID-19 outbreak is over. If meetings are held virtually, it must allow participants the ability to communicate and share information. Council discussed technology, locations for large meetings and developing guidelines for people who wish to attend in-person meetings.
- How are we going to handle general office opening? There was discussion regarding current policies for visitors at City Hall. The door is currently kept locked. There are signs providing information and drop-off and pick-up boxes at the door. Visitors knock on the door and if allowed entry are required to wear masks. Council discussed developing Back to Work Guidelines for Staff.

15. Discuss and take possible action on Change Order for Beinhorn/Grecian Way Sanitary sewer

Council Member Dodds made a motion to approve the Change Order for Beinhorn Drainage and Sidewalk Improvements Project to include the sanitary sewer on Beinhorn and Grecian Way for an increase of \$10,349.94. Council Member Bender seconded the motion and it passed unanimously.

16. Discuss and take possible action on Request for Authorization to advertise and bid Wilding Lane

Council Member Dodds suggested the need for another meeting to communicate the proposed drainage and paving improvements project. Council discussed the best method to use to provide residents information regarding the proposal. Council decided a visual aid should be created to describe the project and expectations. Residents will be encouraged to ask questions and voice their concerns. The visual aid will be mailed or emailed. Once questions and concerns are received, a meeting will be scheduled. The City Engineer updated Council on price changes for the gravel path and tree protection.

17. Discussed take possible action on Revisions to Drainage Plan Criteria

The City Engineer updated Council on revisions to the City drainage criteria checklists. The revisions provide clarification to items that are commonly commented on during plan reviews. Council Member Thompson made a motion to approve the Revisions to the Drainage Plan Criteria. Council Member Dodds seconded the motion and it passed unanimously.

**18. Discuss and take possible action on the City Engineer's monthly report
Construction Project Updates**

Surrey Oaks Paving & Drainage Improvements: The City Engineer updated Council. The contractor, RAC requested an extension to the contract deadline. This would move the contract deadline from July 14, 2020 to September 1, 2020. There were delays due to the holidays and boil water notices around the holidays. The water line reconnection work had to take place after the holidays. Council did not decide on the extension. Council will allow an extension to August 1st, possibly August 14th, and if the complete date is September 1st there will be a discussion at the end of the project.

Beinhorn Drainage & Sidewalk Improvements Project: This project is making progress.

North Piney Point Road Rut Repairs: Repairs will begin this week.

Chuckanut drainage issues and options

The City Engineer obtained the survey of Chuckanut Lane. Drainage improvements were recommended as part of the 2018 Master Drainage Study Update because of shallow ditch sections and inconsistent driveway culvert flow lines. The survey confirms the inconsistencies mostly closer to the cul-de-sac and easement. Council reviewed, discussed options, and other repairs needed. Council directed the City Engineer to obtain a bid for the minor repair.

Coloma

The City Engineer reported to Council that the City received a complaint regarding cracking and sagging pavement at 11311 Coloma Lane.

On-Going projects

Piney Point Circle: The City Attorney and City Engineer updated Council. The existing right-of-way appears to encompass all drainage and pavement features except for one corner where the existing ditch extends beyond the existing right-of-way.

19. Discuss and take possible action on the minutes of the May 18, 2020 Council meeting

Council Member Herminghaus made a motion to approve the Minutes of the May 18, 2020 Council Meeting. Council Member Bender seconded the motion and it passed unanimously.

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

- Budget Workshop: July 7, 2020 6:30 p.m.
- Pedestrian light to cross Memorial at N. Piney Point. At Carol Tree Park; N. Piney Point to Radney, crossing Memorial
- Sidewalk repairs

21. Adjourn

Council Member Bender made a motion to adjourn. Council Member Herminghaus seconded the motion and it passed unanimously. The meeting adjourned at 9:40 pm

PASSED AND APPROVED this 27th day of July 2020



Mark Kobelan
Mayor





Karen Farris
City Secretary