

**MINUTES OF A CITY OF PINEY POINT REGULAR COUNCIL MEETING MONDAY, APRIL 24, 2023,  
6:00 P.M. AT CITY HALL CHAMBERS, 7676 WOODWAY DRIVE, SUITE 300, HOUSTON, TEXAS.**

**Councilmembers Present:** Mayor Mark Kobelan, Michael Herminghaus, Dale Dodds, Joel Bender, Aliza Dutt, Brian Thompson.

**City Representatives Present:** Bobby Pennington, City Administrator; Michelle Yi, Finance Director; David Olson, City Attorney; Jim Huguenard, Police Commissioner; Ray Schultz, Police Chief; Annette Arriaga, Director of Planning & Development; Joe Moore, City Engineer; Zeb Nash, Fire Commissioner; Howard Miller, Interim Fire Chief.

**Call To Order**

- Mayor Kobelan declared a quorum and called the meeting to order at 6:00 p.m.

**Pledge Of Allegiance**

- Council led the Pledge of Allegiance to the United States of America Flag.

**Citizens Wishing to Address Council**

- There were no general comments.

**Agenda**

**1. Presentation by BrooksWatson & Co., PLLC of Fiscal Year 2022 Financial Audit and consider acceptance as presented.**

- Mike Brooks, of BrooksWatson & Co., presented the independent audit of the for the year ending December 31, 2022, as an unmodified opinion.
- Councilmember Bender made a motion to accept the audit as presented, seconded by Councilmember Herminghaus.  
AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.  
NAYS: None.
- The motion carried.

**2. Consideration and possible action on the Memorial Villages Police Department Monthly Report.**

- Police Commissioner Huguenard and Police Chief Schultz reported the activities of the police department for the month of March and communicated key 2024 budget objectives that included suggested expansion of MVPD employee participation in Texas Municipal Retirement System (TMRS) to reduce officer turnover as well as attract qualified officers.
- Council requested additional information on TMRS forecasts on proposed changes to Updated Service Credits (USC) and Cost of Living Adjustments (COLA) for MVPD.
- No further action was taken.

**3. Consideration and possible action on the Village Fire Department Monthly Report.**

- Fire Commissioner Nash and Interim Chief Miller reported the activities of the fire department for the month of March and updated council on the station annex roof replacement.
- No action was taken.

4. **Consideration and possible action on Village Fire Department Budget Amendment 2023-03 and Ordinance No. 2023.04 amending the City of Piney Point Village 2023 Budget to account for an increase assessment for Village Fire Department services.**
  - Councilmember Thompson made a motion to approve the VFD 2023-03 Amendment, and Ordinance No. 2023.04 amending the fiscal year 2023 city budget accounting for the \$38,640 increase assessment related to annex station roof repair as presented, seconded by Councilmember Herminghaus.
    - AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.
    - NAYS: None.
  - The motion carried.
  
5. **Consideration and possible action on the Mayor's Monthly Report, including but not limited to an update on Greenbay Landscape Beautification near Robbins Drive and Proposed Greenbay Landscape Beautification at Tynebridge.**
  - Mayor Kobelan provided an update of ongoing work related to Greenbay landscape improvements.
  - Councilmember Dodds made a motion to approve Greenbay Landscape Beautification for \$23,514.99 by Bright Landscape, plus \$8,500 for irrigation cost at Tynebridge, seconded by Councilmember Thompson.
    - AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.
    - NAYS: None.
  - The motion carried.
  
6. **Discuss and consider possible action on the City Administrator's Monthly Report, *including but not limited to*: March 2023 Financial Report; March 2023 Investment Report; CenterPoint Energy 2023 Franchise Payment Calculation; Tokeneke & Country Squires Improvement Project – Pay Estimate No. 6; Update on specific use permit projects; E-bike use; Status on short-term lease of single-family dwellings; Upcoming high school senior car parade event.**
  - Information was provided and discussion proceeded.
  - No action was taken.
  
7. **Consideration and possible action on temporary trench shoring rental costs associated with the 96-inch CMP South Piney Point Road sinkhole.**
  - Councilmember Bender made a motion to approve temporary trench shoring rental costs of \$23,120.97 for April associated with the 96-inch CMP, seconded by Councilmember Herminghaus.
    - AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.
    - NAYS: None.
  - The motion carried.
  
8. **Consideration and possible action on quotes received for the installation of a curb ramp at the intersection of Greenbay and Tynebridge to provide access to the sidewalk on the north side of Greenbay Drive from residents in the Tynewood subdivision.**
  - Councilmember Bender made a motion to approve Infrastructure Construction Services quote up to \$23,475 for the installation of a curb ramp at the intersection of Greenbay and Tynebridge with the sidewalk southside approach to be designed as far northward as permissible, seconded by Councilmember Herminghaus.
    - AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.
    - NAYS: None.
  - The motion carried.

**9. Consideration and possible action on the proposed scope of work for Williamsburg Drainage Improvement Project.**

- Councilmember Bender made a motion to approve up to \$40,590 as a cost sharing agreement on the southside of the Williamsburg Drainage, seconded by Councilmember Dodds.

AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.

NAYS: None.

- The motion carried.

**10. Consideration and possible action on the Engineer's Report.**

- Information was provided and discussion proceeded.
- No action taken.

**11. Consideration and possible action on approval of minutes for the Regular Session Meeting held on March 27, 2023.**

- Councilmember Herminghaus made a motion to approve the minutes for the Regular Session Meeting held on March 27, 2023, seconded by Councilmember Bender.

AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.

NAYS: None.

- The motion carried.

**12. Consideration and possible action on approval of minutes for the Special Session Meeting held on April 11, 2023.**

- Councilmember Bender made a motion to approve the minutes for the Special Session Meeting held on April 11, 2023, seconded by Councilmember Dodds.

AYES: Herminghaus, Dodds, Bender, Dutt, and Thompson.

NAYS: None.

- The motion carried.

**13. Consideration and possible action on any future agenda items, meeting dates, and similar matters.**

- Staff will provide an applicable date for a potential special meeting for canvassing the 2023 Election votes.
- No further action taken.

**14. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney); and pursuant to Section 551.072 of the Texas Government Code (Real Property), specifically to deliberate on Piney Point Village City Hall office lease.**

- Council adjourned into closed session at 8:20 p.m.
- Council reconvened into open session at 8:24 p.m.

**15. Discuss and consider possible action on items discussed in Executive Session.**

- No action was taken.

**16. Adjourn.**

- Councilmember Bender made a motion for adjournment, seconded by Councilmember Herminghaus.
- Mayor Kobelan adjourned the meeting at 8:24 p.m.

**PASSED AND APPROVED this 22nd day of May 2023.**



Mark Kobelan  
Mayor



Robert Pennington  
City Administrator / City Secretary