

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, MARCH 28, 2016**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, MARCH 28, 2016 AT 6:30 P.M. AT CITY HALL, LOCATED AT 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

COUNCIL MEMBERS PRESENT: Dale Dodds, Henry Kollenberg, Mayor Butler, John Ebeling, Joel Bender, and Brian Thompson

CITY STAFF PRESENT: Ben Griffin, City Administrator; Maggie Carty, City Secretary; David Olson, City Attorney with Olson & Olson; Joe Moore and John Peterson, City Engineers with HDR Engineering.

DECLARATION OF QUORUM AND CALL TO ORDER

Mayor Butler called the meeting to order at 6:30 p.m.

CITIZENS WISHING TO ADDRESS COUNCIL

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

Chief Sanders updated Council on the department's monthly activities. There were 2309 events in Piney Point during February. PD Conducted 5540 house checks which is up 12% from last year. Eighty-nine citations were written in PPV last month. The department is currently fully staffed. Chief discussed and presented a prototype jurisdiction sign. The cost would be \$500 per City. There are currently 591 residents signed up on the V-Linc notification system. Commissioner Chris Alexander reported that the Budget Workshop will start next week.

14. Discuss and take possible action on Recommendation for the Woods Edge Outfall Low Bidder.

Councilman Kollenberg made a motion to approve HDR's recommendation to accept the low bidder on the the Woods Edge Stabilization Project, RAC Industries, LLC. Councilman Bender seconded the motion and it passed unanimously.

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

- **February 2016 Financials**
- **Discuss Sign Ordinance as it applies to health and safety signage on private streets.**

Ben Griffin, City Administrator, presented to Council the February financials and answered questions. Council briefly discussed the sign ordinance and how it applies to private streets. No action was taken.

5. Discuss and take possible action on the acceptance of the 2015 Annual Audit Report.

Mike Brooks, with Brooks Cardiel, presented to Council the 2015 Annual Audit results. The auditors issued an unmodified opinion. Councilman Ebeling made a motion to approve the 2015 Annual Audit Report. Councilman Bender seconded the motion and it passed unanimously.

10. Discuss and take possible action on Kinkaid update.

Joe Moore, City Engineer, updated Council on the construction at Kinkaid. In February an inspection was done and it was discovered that Kinkaid did not follow the drainage plans which were approved and permitted by the City. Construction was stopped until interim drainage plans were submitted and approved. A deadline was given by the Engineers to Kinkaid to submit a permanent solution.

11. Discuss and take possible action on issuing a Certificate of Occupancy to Kinkaid prior to drainage being complete.

Councilman Dodds made a motion to allow a temporary Certificate of Occupancy to Kinkaid which will expire in 12 months with no other exceptions. The SUP must be approved within the 12 months or the COO will be revoked if permanent plans are not submitted. Councilman Ebeling seconded the motion and it passed unanimously.

13. Discuss and take possible action on Lanecrest Drainage Improvements.

HDR presented 4 drainage improvement options for Lanecrest. Option 1, consisting of regrading ditches and resetting culverts from 534 & 533 Lanecrest south to Claymore, would cost \$48,022; Option 2, installing a storm sewer from 534 & 533 Lanecrest south to Claymore, would cost \$188,845; Option 3, regrading ditches and resetting culverts from 534 & 555 Lanecrest south to Claymore, would cost \$74,116.00; and Option 4, installing a storm sewer from 534 & 555 Lanecrest south to Claymore, would cost \$258,688.50. Councilman Dodds will set up a meeting with residents of Lanecrest to get feedback on the project options. Topic was tabled, no action taken.

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

Brian Thompson updated Council on the discussion by the Fire Commission of adding a second dispatcher. The Chief reported to the commission that a second dispatch is not required, but recommended. The Commission suggested hiring a consultant to conduct a study on the benefits of having another dispatch and possibly a second EMT station.

3. Discuss and take possible action on commissioning a study to evaluate whether to add a second dispatcher to VFD and the need for additional EMS facilities in the Villages.

Mayor Butler updated Council on a meeting of the Village Mayors to discuss the possibility of adding a second EMS location in the Villages. The recommendation was for each Village to consider approving a study of the pros and cons of adding a second location. Councilman Thompson will relay to the Fire

Commission that PPV is interested in participating in a study once a budget for the project is submitted. No action was taken.

6. Discuss and take possible action on the acceptance of the Certification of Unopposed Candidates for the May 2016 General Municipal Election.

Councilman Bender made a motion to accept the Certification of Unopposed Candidates. Councilman Thompson seconded the motion and it passed unanimously.

7. Discuss and take possible action on Resolution 16.03.28 regarding canceling the May 2016 General Municipal Election and declaring unopposed candidates.

Councilman Thompson made a motion to approve Resolution 16.03.28. Councilman Bender seconded the motion and it passed unanimously.

8. Discuss and take possible action on the Smithdale Estates Bypass Preliminary Engineering Report.

John Peterson briefly presented the PER on the Smithdale Estates Bypass Project. A public meeting will be scheduled to present the PER to the residents. The estimated cost is approximately \$3 Million before engineer and acquisition costs. No action was taken.

12. Discuss and take possible action on City Engineer's monthly Report.

Joe Moore, City Engineer, briefly reviewed the monthly Engineer's report concerning ongoing projects. A public town hall meeting will be held on April 20, 2016 to present the Smithdale Estates Bypass Project PER to residents. No action was taken.

15. Discuss and take possible action on Letter of Recommendation for the Beinhorn Paving Improvements Project Low Bidder.

HDR presented a letter of recommendation on the Beinhorn Paving Improvements Project. Three bids were received. The low bidder was TLC Trucking & Contracting, Inc. with a bid of \$346,921.46. Councilman Dodds made a motion to accept the low bid from TLC. Council Bender seconded the motion and it passed unanimously. The project will start June 2, 2016. Options for notice to the residents were discussed.

16. Discuss and take possible action on an Inter-local Agreement with the City of Bunkerhill for possible water line adjustment and lowering of storm sewer at the intersection of Blalock and Memorial.

The City of Bunker Hill has requested an inter-local agreement be discussed for the potential lowering of an existing 36" storm sewer on the west side of Blalock Road and the adjustment of a water line to avoid conflict with the storm sewer. This change will not impact the Piney Point Village drainage system. It is proposed that the potential improvements be change ordered into the S. Piney Point & Blalock project. No action was taken. David Olson, City Attorney, will draft an agreement for Council to review.

18. Discuss and take possible action on the February 22, 2016 Regular City Council Meeting Minutes.

Councilman Kollenberg made a motion to approve the February 22, 2016 minutes. Councilman Bender seconded the motion and it passed unanimously.

19. Discuss and take possible action on any future agenda items.

A Special Meeting will be held on April 20, 2016 for the presentation of the Smithdale Estates Bypass Drainage Project PER.

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 (DELIBERATION ABOUT REAL PROPERTY), specifically to deliberate the purchase, exchange, lease, or value of real property; and pursuant to Section 551.074 (PERSONNEL MATTERS), specifically to discuss the City Administrator position.

Council adjourned into Executive Session at 8:44 PM.
Council reconvened in Open Session at 9:21 PM.

21. Action outside of Executive Session, if any.

No formal action was taken.

9. Discuss and take possible action regarding final offer on acquisition of construction easement on Smithdale Estates.

Councilman Kollenberg made a motion to authorize Mayor Butler to instruct the City Attorney to make a final offer on the easement for the Smithdale Estates Project . Councilman Bender seconded the motion and it passed unanimously.

17. Discuss and take possible action on a contract with city administrator.

Councilman Kollenberg made a motion to authorize Mayor Butler to execute a contract with SGR in connection to the search for a new city administrator in an amount not to exceed \$30,000. Councilman Bender seconded the motion and it passed unanimously.

22. Adjourn

Councilman Bender made motion to adjourn and the meeting adjourned at 9:24 PM.

PASSED AND APPROVED this 25th day of April, 2016.



F. Lee Butler, Mayor


Maggie Carty, City Secretary