

**MINUTES
THE CITY OF PINEY POINT VILLAGE
SPECIAL COUNCIL MEETING
MONDAY, MAY 18, 2015**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A SPECIAL MEETING ON MONDAY, MAY 18, 2015 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TX 77063, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

MEMBERS PRESENT: Mayor Lee Butler, Dale Dodds, Henry Kollenberg, John Ebeling, and Joel Bender

ABSENT: Ron Goodwine

CITY STAFF: Ben Griffin, City Administrator; Maggie Carty, City Secretary; Annette Arriaga, Director of Planning, Development, & Permits; Mike Peloquin, Public Works; David Olson with Olson & Olson; John Peterson with HDR Engineering; and Joe Moore with HDR Engineering.

DECLARATION OF QUORUM AND CALL TO ORDER: Mayor Lee Butler called the meeting to order at 6:30 p.m.

Mayor Butler conducted the meeting with the agenda items in the following order:

CITIZENS WISHING TO ADDRESS COUNCIL:

1. Canvass the 2015 General Council Election. Discuss and take possible action on Resolution 15.05.18 declaring candidates as stated.

Mayor Butler canvassed the 2015 election results.

Position 1 - John Ebeling received 156 votes and was unopposed.

Position 2 - Dale Dodds received 148 votes and was unopposed.

Position 5 - Brian Thompson received 150 votes

Ron Goodwine received 104 votes

Brian Thompson was elected to Position 5.

Councilman Kollenberg made a motion to approve Resolution 15.05.18 declaring the candidates as stated. Councilman Bender seconded the motion and it passed unanimously.

2. Swearing in of Council Members.

Mayor Butler swore in Councilmen Ebeling, Dodds, and Thompson.

3. Presentation to and show of appreciation for out-going Councilman Ron Goodwine.

Councilman Goodwine was not in attendance.

4. Discuss and take possible action on election of Mayor Pro Tempore.

Councilman Kollenberg moved that the Council elect Councilman Ebeling to serve as Mayor Pro Tempore. Councilman Dodds seconded the motion and it passed unanimously.

5. Discuss and take possible action on Harris County Integrated Emergency Management Plan.

Councilman Kollenberg made a motion to approve the Harris County Integrated Emergency Management Plan as recommended by the City Administrator. Councilman Dodds seconded the motion and it passed unanimously.

7. Discuss and take possible action on update from Councilman Bender regarding possible ordinance changes.

The project is a work in process. Councilman Bender will meet with his committee before the next Council meeting on June 22, 2015 to review the proposed changes and will then present the results to Council.

8. Discuss and take possible action on update from Councilman Dodds regarding the private street drainage task force.

Councilman Dodds updated Council on the committee's plans to 1) look at private streets that connect to public streets with planned engineering projects, and 2) deciding whether to obtain a survey and a preliminary engineering report or a full engineering report. The plan is to help private streets by providing engineering data so the residents can then move forward with solving drainage issues on their own. For example, looking at N. Piney Point, the private streets that connect are: Iris Lee, Piney Point Circle, Shady Glen, N. Cheska, S. Cheska, and Raintree.

The estimated cost for a Survey for each of these streets is:

Iris Lee -	\$3300
Piney Point Circle -	\$2620
Shady Glen -	\$3800
N. Cheska -	\$2010
S. Cheska -	\$3235
Raintree -	<u>\$5020</u>
Total Cost -	\$19,985

Next a decision would be made whether to obtain a conceptual preliminary engineering report or a Full PER. The conceptual report is less expensive and not as detailed. The Full PER is more detailed and represents 30% of the total engineering costs of a typical project.

The estimated cost of a Conceptual Preliminary Report is:

Iris Lee -	\$3700
Piney Point Circle -	\$1800
Shady Glen -	\$2100
N. Cheska -	\$2100
S. Cheska -	\$3100
Raintree -	<u>\$3700</u>
Total Cost -	\$16,500

The estimated cost of a Full PER is:

Iris Lee -	\$4600
Piney Point Circle -	\$3640
Shady Glen -	\$4300
N. Cheska -	\$2850
S. Cheska -	\$4500
Raintree -	<u>\$7300</u>
Total Cost -	\$27,190

The cost averages out to about \$10,000 per street for the survey and the Full PER which would include a cost estimate for the construction.

The concept for this study is to take a survey of private streets as part of a major project and give the private street residents the ability to make an informed decision on what it would take to connect to the major project. The committee will continue to look at the list of private streets and determine which streets have drainage issue and will update Council on its progress.

9. Discuss and take possible action on the MVPD monthly report and discuss annual budget.

Regarding the Budget, Councilman Kollenberg reported to Council on the progress of the Proposed 2016 Budget. Overall budget is up 3.3%. Salary line item goes down, but includes a 1½% salary increase across the board. The largest change is an \$88,000 increase in health insurance. This is a projection of a 10% increase over the current year because the current year health insurance will be about \$40,000 over the adopted 2015 budget. Councilman Kollenberg briefly reviewed other line items. The 2014 audit is complete, the surplus from 2014 is \$50,000. Generally the surplus is refunded to the Cities. The Commission would like to present a plan to use the money in the department.

Assistant Police Chief Schultz updated Council on the department monthly activities.

10. Discuss and take possible action on the VFD monthly report and discuss annual budget.

Fire Commissioner Zeb Nash briefly discussed the progress on the 2016 Proposed Budget. He reported that it takes about \$5,000,000 to operate the Fire Department. In 2014, the Department spent \$4.8 Million, which was \$190,000 below the budget. The annual audit is ongoing and should be finished next week. Mr. Nash anticipates having a budget to submit to the Council by the end of June. For 2016, the budget will be \$5.1

Million. This is an increase of 4%. A few items that may affect the budget are health insurance and a building assessment. The building is 40 years old and may not be ADA compliant.

6. Discuss and take possible action on the City Administrators monthly report including, but not limited to:

- **Quarterly Investment Report**
- **April 2015 Financials**
- **Update on common utility contractor requirements between villages.**
- **Discuss Annual Budget Timeline**

The April 2015 Financials will be emailed to Council due to the earlier meeting date.

Ben Griffin, City Administrator briefly reviewed the Quarterly Investment Report. Councilman Kollenberg made a motion to approve the Quarterly Investment Report. Councilman Ebeling seconded the motion and it passed unanimously.

There was no update regarding the common utility contractor requirements. Mr. Griffin is waiting on Mike Montgomery with the Memorial Villages Water Authority to set up a meeting with the utility contractors in the Villages.

The budget process should start in June in order to finalize the budget by the end of August. Workshop dates will be set at the June Council meeting.

11. Discuss and take possible action on the N. Piney Point Road preliminary engineering report proposal.

Mr. Dodds and John Peterson reported to Council on the plans to improve drainage on N. Piney Point from Memorial up to Greenbay and tying in the private streets. The cost for the PER is \$59,280. The project will be paid from bond proceeds. Councilman Bender made a motion to approve HDR's PER Proposal for the N. Piney Point Road Project. Councilman Dodds seconded the motion and it passed unanimously.

12. Discuss and take possible action on the N. Piney Point Road asphalt point repairs quotes.

The project entails repairing potholes on N. Piney Point Road. The road is starting to show deterioration. HDR received three bids for the project and the low bid was from EC Paving with a bid of \$23,344.10. The project will take one to two days. Councilman Dodds made a motion to approve the bid. Councilman Bender seconded the motion and it passed unanimously.

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

Mr. Peterson briefly updated Council on the ongoing engineering projects.

14. Discuss and take possible action on the minutes of the April 27, 2015 City Council Meeting.

Councilman Bender made a motion to approve the minutes from the April 27, 2015 Council meeting. Councilman Ebeling seconded the motion and it passed unanimously.

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

Mayor Butler reminded Council of the Public Hearing on June 4, 2015 regarding the Chapelwood SUP request.

16. 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 litigation.

Council did not go into Closed Executive Session.


17. Action outside of Executive Session, if any.

No action.

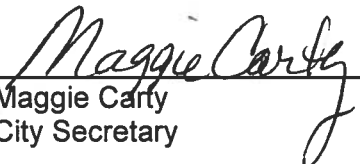
18. Adjourn

Councilman Bender made a motion to adjourn. Councilman Ebeling seconded the motion and the meeting adjourned at 8:02 p.m.

PASSED AND APPROVED this 22nd day of June, 2015.



F. Lee Butler
Mayor



Maggie Carty
City Secretary

