

**MINUTES
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, JULY 25, 2016**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, JULY 25, 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 Mark Kobelan, Mayor Pro Tem John Ebeling, Joel Bender, Brian Thompson

CITY STAFF: Maggie Carty, City Secretary; Annette Arriaga, Director of Planning, Development & Permits; 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 Kobelan called the meeting to order at 6:31 p.m.

CITIZENS WISHING TO ADDRESS COUNCIL

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

Chief Sanders updated Council on the monthly activities. In June, there were 8322 events, 2369 were Piney Point Village events. Citations were slightly lower due to less traffic. In a study conducted by Value Penguin, Memorial Villages ranked 1st in cities with a population of less than 20,000 as the safest city in Texas.

2. Discuss and take possible action to approve a budget amendment or special assessment for the purchase of electronic ticket writers in an amount not to exceed \$16,500, with an annual recurring cost of \$2,500.

Councilman Ebeling made a motion to approve the \$16,500 purchase of the electronic ticket writers. Councilman Bender seconded the motion. Councilman Kollenberg made a motion to amend Councilman Ebeling's motion to approve the purchase with the conditions that 1) the Police Commission submit an amended 2016 budget and the other cities approve the budget amendment by November 1, 2016; and 2) the expected 2015 budget surplus be returned to the cities. The motion passed as amended unanimously.

3. Discuss and take possible action on the Village Fire Department's monthly report including:

- a. **Discuss and accept 2015 Annual Financial Report**
- b. **Discuss and approve Intra-Budgetary Transfers-2015**

- c. **Discuss and approve the use of the 2015 surplus of \$58,653.00 to initiate a Reserve Fund for Physical Facilities to be included in the 2017 Budget.**
- d. **Discuss and approve the 2017 Budget**

Commissioner Zeb Nash presented the 2017 Budget. Chief David Foster was also present to answer questions. Councilman Bender made a motion to approve the 2015 Annual Financial Report, the 2015 Intra-Budgetary Transfers, the use of the 2015 surplus of \$58,653, and the 2017 Budget. Councilman Dodds seconded the motion and it passed unanimously.

- 4. **Discuss and take possible action on the presentation of a proposed joint security camera project with Bunker Hill and Hunters Creek.**

Chief Schultz presented to Council a proposed joint project with Hunters Creek and Bunker Hill to purchase intersection security cameras to eventually form a complete security perimeter around the three cities. Councilman Brian Thompson and Councilman John Ebeling agreed to participate on an advisory committee.

- 5. **Discuss and take possible action on forming a joint public safety committee with Bunker Hill and Hunters Creek to address security camera project, common ordinances, and other common public safety issues.**

The project is in the discussion stage and Council expressed interest in participating in researching the project. No action was taken.

- 6. **Discuss and take possible action on a request by Phonoscope Lightwave Inc. to:**
 - a. **Install two vaults at MDE**
 - b. **Install 5 new utility poles on Hedwig Road in the City right of way**
 - c. **Install fiber optic cable, both overhead and underground, for Memorial Drive Elementary School Network.**

George Bain with Phonoscope Lightwave, Inc. requested permission from Council to proceed with the work noted above in the City ROW. Work was started with no permit. Mr. Bain will provide plans for engineering review in the morning. Councilman Kollenberg made a motion to authorize the Director of Permitting to issue a permit upon the Mayor's approval. Councilman Bender seconded the motion and it passed unanimously.

- 7. **Discuss and take possible action on the Kinkaid Dining Hall Certificate of Occupancy.**

Mr. Gene Werlin requested from Council permission to move furniture into the newly constructed Dining Hall, but a certificate of occupancy has not yet been issued. Kinkaid is working on completing all pending items. The drainage plans will be turned in tomorrow and Kinkaid will pay for an expedited drainage review. No action was taken.

8. **Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**
 - a. **June 2016 Financials**
 - b. **Quarterly Investment Report**
 - c. **Update on Incode**
 - d. **Vacation Schedules**

City Secretary, Maggie Carty, presented the financials and updated Council on the Incode software proposal. Vacation schedules were discussed. Councilman Kollenberg and Mayor Pro Tem Ebeling will be in town the following week to handle any emergencies. Councilman Kollenberg made a motion to approve the Quarterly Investment Report. Councilman Ebeling seconded the motion and it passed unanimously.

9. **Discuss and take possible action on the renewal of the emergency debris removal contract with DRC Emergency Services.**

Councilman Dodds made a motion to approve the one year contract extension with DRC Emergency Services. Councilman Ebeling seconded the motion and it passed unanimously.

10. **Discuss and take possible action on approval of the annual Spring Branch Memorial Library donation in the amount of \$1500.00.**

Councilman Kollenberg made a motion to authorize the Mayor to execute the Interlocal agreement with Spring Branch Library. Councilman Bender seconded the motion and it passed unanimously.

11. **Discuss and take possible action on approving Resolution 2016.07.25 to direct the City Secretary to send a letter informing Bunker Hill of additional incurred costs of the S. Piney Point/ Blalock project due to traffic control issues and to request reimbursement.**

Mayor Kobelan discussed the additional traffic flow costs. No action was taken on this item.

12. **Discuss and take possible action on allowing golf carts on the City streets.**

Councilman Dodds discussed the dangers of allowing golf carts on the City streets. No action was taken on this item.

13. **Discuss and take possible action on the Engineer's Report regarding ongoing projects.**

Joe Moore, City Engineer, briefly updated Council on the City projects. Memorial Drive at the Blalock/S. Piney Point Project should be opened up in two to three weeks. The project should be complete by October 1st. Beinhorn Paving Project

is on schedule to be complete the beginning of August. Regarding Woods Edge Stabilization, 15 extra feet of the 24 inch storm sewer needs to be replaced. Cost will be approximately \$1300 and can be change-ordered into the project. Also, additional fill will be required due to the recent flooding events. Contractor is starting work on the Tynewood Ditch Washout Project. N. Piney Point Project and Smithdale Estates Bypass Project are in the design phase. HDR will update the GIS Map Book at a cost of \$5300 under ongoing services.

14. Discuss and take possible action on approving HDR going to bid on the Lanecrest project.

Councilman Dodds made a motion to authorize HDR going to bid on the Lanecrest Project. Councilman Bender seconded the motion and it passed unanimously. HDR and Councilman Dodds will meet with the Lanecrest residents before going to bid to review the design plans.

15. Discuss and take possible action on a request by Bunker Hill to amend the Inter-local Agreement pertaining to the S. Piney Point/Blalock Project to modify median noses at the intersection of Blalock Road and Briar Forest/Memorial Drive to improve left turning movements.

Joe Moore presented a request from Bunker Hill to reduce median noses to improve the left hand turning movements thereby improving traffic flow. This was previously discussed, but Harris County had not yet approved the project. Bunker Hill would now like to amend the Inter-local Agreement to include this change to be completed by Huff & Mitchell, the contractor on the S. Piney Point Project, currently working at the intersection. Discussion followed. No action was taken.

16. Discuss and take possible action on the minutes for the June 27 and July 13, 2016 Council Meetings.

Councilman Dodds made a motion to approve the minutes for the June 27, 2016 and the July 13, 2016 meetings. Councilman Bender seconded the motion and it passed unanimously.

17. Discuss and take possible action on the 2017 Budget.

Council discussed the 2017 budget. At the August regular meeting, Council will vote on a proposed tax rate and budget. A four person quorum is required. The vote to adopt the tax rate and budget will take place in September.

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

P&Z may present a recommendation regarding Kinkaid SUP at the next regular meeting. Councilman Dodds would like to have a future agenda item to discuss the addition of new members to the P&Z Committee. Councilman Thompson would like to discuss certificates of occupancy at the September regular meeting.

19. **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 Closed Executive Session at 8:56 PM.
Council reconvened in Open Session at 9:17 PM.
No formal action was taken in Executive Session.

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

No action was taken.

21. **Adjourn.**

Councilman Kollenberg made a motion to adjourn and the meeting adjourned at 9:18 PM.

PASSED AND APPROVED this 22nd day of August, 2016.



Mark Kobelan
Mayor



Maggie Carty
City Secretary

