

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, MAY 20, 2019**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, MAY 20, 2019 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300 HOUSTON, TEXAS, 77063 TO DISCUSS THE AGENDA ITEMS LISTED BELOW.**

**COUNCIL MEMBERS PRESENT:** Mayor Mark Kobelan, Mayor Pro Tem 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 6:31 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Kobelan welcomed newly elected Council Member Michael Herminghaus. Council Member Herminghaus was sworn in at a Special Council Meeting on May 8<sup>th</sup> along with Council Member Dodds, and Council Member Thompson. Council Member Herminghaus acknowledged the Mayor's welcome and said he is looking forward to working with Council and serving the citizens of Piney Point Village.

**CITIZENS WISHING TO ADDRESS COUNCIL:**

- John Dimech of 11311 Jamestown Road explained to Council that drainage on Jamestown Road is not functional with water spilling back onto his property.
- Janet Stones of 251 Piney Point Road explained to Council that it is difficult to notice when school zone hours are in effect. She suggested the possibility of adding flashing light signs to Piney Point Road at St. Francis; Piney Point Road near Spring Branch Middle School; Greenbay; and Chapelwood. It was noted that Piney Point Road near Spring Branch Middle School is in Hedwig Village.
- Ken Aspromonte of 2 Derham Parc St. This will be discussed on Agenda Item #8.

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

Chief Schultz presented the monthly report for Piney Point Village. There were 1,491 calls, 1,009 House Watches and 364 citations were issued. The budget is expended by 28%. MVPD continues the challenge of filling vacancies for 1 police officer and 1 dispatcher.

Chief Schultz reported that Officer Lerma, who was not present, conducted a preliminary review of commuting traffic on Memorial; Briar Forest; through the city limits; at the bayou; and west of Voss. Chief Schultz indicated that this will be an ongoing study and that this is an update on the status of the study. The study

revealed there is 1.2 miles of Memorial Dr. used by commuters in the morning during school zone times. The study started at Memorial to Briar Forest and went through Houston City limit signs. They will be evaluating the light cycles, reviewing a previous study conducted by Kinkaid, in addition to reviewing other factors.

A loaner ALPR System was installed and placed in the Villages during the month. The first rotation was at 2200 S. Piney Point Rd. for 10 days, followed by 10 days at Plantation and Memorial in Bunker Hill. It is currently set up at Creekside and Memorial in Hunters Creek. MVPD will be expanding the test project in the next budget.

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

Deputy Chief Miller presented the monthly report:

- The fire department is fully staffed
- All trucks are operational
- Fire Chief's city vehicle was replaced
- Waiting for utility replacement; which should be mid-summer
- Actively working on the specifications for replacement of Engine No. 2
- Budget is over by 1.3%, Deputy Chief Miller explained this is typical at this time of the year because of payables
- Working on 2020 Budget; the next budget workshop will be June 11<sup>th</sup> or 12<sup>th</sup>. The budget will be completed by the end of June in accordance with the Interlocal Agreement.
- Fire Commission has contracted with architects for the fire station renovation

Fire Commissioner Zeb Nash reported to Council:

- The fund used to compensate vacation can be eliminated from the budget
- Audit is not finalized. Commissioner Nash explained that the auditors have new employees and its taking longer than usual to finalize.
- Salaries will have a 2% growth on Step change and potentially a 1% COLA
- Legal fees may need to be analyzed and added to the defense fund
- A summary of the Fire Station renovation will be available at the Wednesday Commission meeting.
- Added \$30,000 for a compensation study in 2020. This will be used to evaluate benefit programs to insure the VFD is competitive and provides the best for their employees
- The VFD is committed to serving the residents of Bunker Hill by providing the same services and quickest response times until City Council informs them to do differently.

## **3. Discuss and take possible action on Annual Audit presentation**

The annual audit was completed by BrooksWatson & Co., the City's independent auditor. Louis Breedlove presented the Audit to Council. The City received an unmodified opinion or "clean" opinion which is the highest level of assurance that auditors are able to provide. Council Member Kollenberg made a motion to accept the Annual Audit. Council Member Bender seconded the motion and it passed unanimously.

**4. Discussion and take possible action on St. Francis SUP**

Representatives from St. Francis Episcopal School introduced their request for an SUP regarding two interior projects. The first area is 4,650 square feet. This work will reconfigure an area from four classrooms to five classrooms. The second area is 7,035 square feet. The work will involve reallocating bookshelves and enlarging two existing meeting spaces into teaching spaces. The square footage of both projects will remain the same. The SUP will be considered by the Planning Commission.

**5. Discuss and take possible action on accepting Piney Point Circle as a public street**

Council and the City Attorney discussed accepting Piney Point Circle as a public street. The City Attorney explained there is an issue regarding how the property was originally deeded as it relates to the ownership interest of Piney Point Circle. The deed does not appear to address how the street is dedicated. Council authorized the City Attorney to begin the legal process of accepting the right-of-way and the drainage easements along the right-of-way.

**6. Discuss and take possible action on renewal of mowing contract with Westco**

The City Administrator explained to Council that Westco has been the City's mowing contractor since 2018. This is a renewal to the original contract. The mowing cost has increased because of salary increases; and the costs for mowing. The original contract was calculated for 10 months. The new contract will be for 12 months. Council Member Bender made a motion to accept the contract with Westco for mowing services. Council Member Thompson seconded the motion and it passed unanimously.

**7. Discuss and take possible action on payment to DRC for Hurricane Harvey debris removal**

The City Administrator explained to Council that DRC is the company that removed debris after Hurricane Harvey. The City has now received funding from the State and is recommending paying \$20,943.32 for debris removal and \$9,157.07 for landfill tipping fees for a total of \$30,100.39. Council Member Bender made a motion to approve payment to DRC for Hurricane Harvey debris removal. Council Member Thompson seconded the motion and it passed unanimously.

**8. Discuss and take possible action on installation of stop signs or other traffic control device at the intersection of Beinhorn Road and North Piney Point Road**

Resident Ken Aspromonte of 2 Derham Parc expressed his concern regarding adding stop signs on North and South Piney Point Road.

Council discussed the traffic issues on North Piney Point Road at Beinhorn Road. The three-way intersection currently has a stop sign on Beinhorn. At this same intersection, the City of Hedwig Village, has a city marker sitting in a position in which it blocks the view of the motorists who are waiting at the stop sign. Vehicles must move forward far enough to see around the city marker without entering oncoming traffic. Mayor Kobelan suggested he would speak with the

Mayor of Hedwig Village regarding signage and possibly moving the Hedwig Village city marker.

- 9. Discuss and take possible action on the Kinkaid School's landscaping plan for the six-foot fence to be installed on the west side of the main entrance**  
Council discussed with Kinkaid representatives their landscaping plans for their fence project. Kinkaid will replace the five trees that were removed as part of the fence project with Japanese Yew that are 5-6 feet tall, and spaced close enough to shield the view. Council authorized Cary Moran, the City Forester to provide final verbal approval.
- 10. Discuss and take possible action on beautification project at the intersection of Memorial Drive and North Piney Point Road**  
Mayor Kobelan discussed a proposed beautification project for the two esplanades at the intersection of N. Piney Point Road and Memorial Drive. Bright Landscape Designs, Inc has submitted a proposal for the two esplanades and Blue Water Irrigation Systems has submitted a proposal for irrigation for the total amount of \$56,552.65. Council Member Thompson made a motion to accept the proposals, and not to exceed \$60,000. Council Member Herminghaus seconded the motion and it passed unanimously.
- 11. Discuss and take possible action on the construction of a temporary fence at 18 Windermere**  
Council discussed temporary fencing for 18 Windermere. The homeowner at 18 Windermere spoke with Council at the April 22<sup>nd</sup> Council Meeting. Council considered temporary fencing. After further discussion Council authorized the Mayor and the City Administrator to write a letter to the City of Houston as an additional effort or attempt to assist the residents in solving the fence issue at 18 Windermere.
- 12. Discuss and take possible action on the Mayor's monthly report, including but not limited to:**

  - Arrowwood Circle – one-way loop
  - Mike Peloquin recognition
  - Distinguished Public Service Award

Council discussed acknowledging years of service to the City of Piney Point Village for Mike Peloquin and a Distinguished Public Service Award for John Ebeling. John Ebeling served 26 years. Mayor Kobelan will provide suggestions at the next month City Council Meeting.
- 13. Discuss and take possible action on the City Administrator's monthly report including but not limited to:**

  - **April 2019 Financials**
  - **Budget meeting dates**

The City Administrator provided the Budget meeting dates:

  - Preliminary Budget is June 20<sup>th</sup>
  - Final is August 15<sup>th</sup>
- 14. Discuss and take possible action on the City Engineer's monthly report**

The City Engineer reported to Council the following:

- Surrey Oaks Paving and Drainage Improvements – HDR is finishing the design on Surrey Oaks. HDR will meet with residents to review the final design and provide an update to bidding and construction phase schedules
- Beinhorn Drainage and Sidewalk Improvements Project – HDR is currently in the design phase which also includes improvements on Grecian Way. Meetings with residents have been scheduled to discuss the ditch and driveway culvert improvements and to determine the interest in resident participation to pay for the installation of the storm sewer.
- Wilding Lane Drainage and Paving Improvements – The project is going well. Trees will be a big factor that will impact the storm sewer design.
- #2 White Pillars/Jeffers Ct./Pineneedle – HDR performed a field visit and recommends obtaining a 20 foot permanent easement for the installation and maintenance of a 24-inch drainage ease for #2 White Pillars. #2 White Pillars resident has indicated they are willing to pay for the costs to replace their concrete driveway which will reduce the Opinion of Probable Construction Costs.
- Illuminated Crosswalk Signage – HDR determined the cost for the installation of two crosswalk signs with LED flashing light systems including poles, foundation, signs, push buttons, solar panels, and lights, at the intersection of Quail Hollow Trail and Blalock Road would cost approximately \$13,000 - \$15,000. HDR has contacted City of Bunker Hill Village and the City of Hedwig Village about cost sharing.
- Arrowwood Circle Improvements – Council discussed the possibility of creating parking spaces to serve a future park. HDR will provide estimates.
- Maintenance Projects – HDR updated Council regarding Maintenance Projects. HDR recommended panel replacements and concrete point repairs to Memorial Point, North Country Squire, and Memorial Drive

**15. Discuss and take possible action on proposal to survey #2 White Pillars**

HDR presented a Proposal for Survey Services to obtain a topographic and metes and bounds survey for the proposed drainage easement and drainage improvements at #2 White Pillars for a total of \$2,340. Council Member Dodds made a motion to approve the proposal to survey #2 White Pillars. Council Member Bender seconded the motion and it passed unanimously.

**16. Discuss and take possible action on the Minutes of the April 22, 2019 Council Meeting and the May 8, 2019 Special Meeting**

Council Member Bender made a motion to approve the Minutes of the April 22, 2019 Council Meeting and the May 8, 2019 Special Meeting. Council Member Herminghaus seconded the motion and it passed unanimously.

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

Budget meeting dates were discussed under Agenda Item # 13 City Administrator's Monthly Report

**18. 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 of the Texas Government Code

Council adjourned into a closed session at 9:12 p.m.

Council reconvened into open session at 9:51 p.m.

19. **Action outside of Executive Session to include the appointment of special council in litigation with Huff and Mitchell**  
No formal action taken

20. **Adjourn**  
Council Member Thompson made a motion to adjourn. Council Member Kollenberg seconded the motion and it passed unanimously. The meeting adjourned at 9:51 p.m.

**PASSED AND APPROVED this 24th day of June, 2019**

  
\_\_\_\_\_  
**Mark Kobelan**  
Mayor

  
\_\_\_\_\_  
**Karen Farris**  
City Secretary

