

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, NOVEMBER 21, 2016**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, NOVEMBER 21, 2016 AT 6:30 P.M. AT CITY HALL, 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:** Roger Nelson, City Administrator; Maggie Carty, City Secretary; Annette Arriaga, Director of Planning, Development & Permits; David Olson, City Attorney with Olson & Olson; Joe Moore and Aaron Croley, City Engineers with HDR Engineering.

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

**PLEDGE OF ALLEGIANCE**

**CITIZENS WISHING TO ADDRESS COUNCIL**

Mr. Gene Silva, a resident on Smithdale Estates, addressed Council requesting more information regarding the Smithdale Estates Bypass Project, specifically regarding the timeline. Joe Moore, City Engineer, briefly reviewed the timeline and City Staff will get more information to Mr. Silva this week.

**1. Discuss and take possible action on the Memorial Police Department monthly report.**

Chief Schultz updated Council on the department's monthly activities. There were 309 citations issued, 101 in Piney Point Village. The department is currently fully staffed. The budget continues to be on track for the year. He informed Council about an explosion that occurred on Woods Edge on October 24<sup>th</sup> and another that occurred on Lanecrest this morning. Two people were transported with burns.

**2. Discuss and take possible action on the Village Fire Department monthly report.**  
No report for the Fire Department.

**3. Discuss and take possible action on approving the final Incode proposal.**

Roger Nelson, City Administrator, updated Council on the Incode software proposal for \$13,277. Councilman Bender made a motion to approve the proposal. Councilman Dodds seconded the motion and it passed unanimously.


- 4. Discuss and take possible action on street repair on Somerland Way.**  
Roger Nelson informed Council that a petition was received from the Marchmont Subdivision requesting a review of the drainage on Somerland Way. Joe Moore visited the location. HDR will review drainage improvement options and present them to Council at a future meeting. No action was taken.
- 5. Discuss and take possible action on the landscape design presentation for medians at Blalock, S. Piney Point, and Memorial.**  
The proposal from Moss Landscaping was discussed. The price was higher than anticipated. Options considered to lower the cost were keeping the design and bidding out the labor or modifying the design. No action was taken at this time.
- 6. Discuss and take possible action on the CenterPoint Energy Rate Case and adoption of Resolution 2016.11.21.**  
David Olson, City Attorney, explained the Rate Case to Council. Adopting the resolution will suspend the rate increase. He recommended adopting the resolution. Councilman Bender made a motion to approve Resolution 2016.11.21. Councilman Ebeling seconded the motion and it passed unanimously.
- 7. Discuss and take possible action on the City Administrator's monthly report, including but not limited to:**

  - **October 2016 Financials**
  - **Audit Committee**
  - **Camera Project**

Roger Nelson reviewed the October financials. The annual budget remains on track. Mr. Nelson recommends appointing an audit committee to assist the auditors with the annual audit. Councilman Bender and Mayor Kobelan agreed to be on the committee. This item will be an action item on the next agenda. Mr. Nelson also updated Council on the camera project. Only one response to the published RFQ was received from Shrader Engineering. The Tri-City Security Committee will review the proposal. No action was taken.
- 8. Discuss and take possible action on the Engineer's monthly report.**  
Joe Moore, City Engineer, reviewed the City's ongoing projects. The S. Piney Point project is substantially complete. The final walk through and punch list will be done this week. On the Lanecrest project, the tree protection has started and the construction will start next week. The North Piney Point Road design is being completed to reflect the change of the 7 ft. sidewalk on each side and drainage revisions associated with the sidewalk. The cost estimate for the Raintree storm sewer is \$86,630. Regarding the Smithdale Estates project, HDR is waiting on comments from the Memorial Villages Water Authority plan review. Mr. Moore hopes to advertise this project in early December. A public hearing for informational purposes will be planned and notices will be mailed to residents. St. Francis will be notified and informed of the project.
- 9. Discuss and take possible action on quotes received for the removal and replacement of a grate on the inlet at #9 Smithdale Estates.**  
Councilman Dodds made a motion to approve the quote for \$7000. Councilman Bender seconded the motion and it passed unanimously.

10. **Discuss and take possible action on pending permit for gravel parking area at 455 Jan Kelly.**  
The permit request has been withdrawn by Brian Thompson. Gravel parking spots in city rights-of-way on narrow streets were discussed by Council. Mayor Kobelan will meet with Roger Nelson and David Olson to draft a proposal to set standards. No action was taken.
11. **Discuss and take possible action on approval of the minutes of the October 24, 2016 Regular Council Meeting.**  
Councilman Ebeling made a motion to approve the minutes of the October 24, 2016 meeting. Councilman Thompson seconded the motion and it passed unanimously.
12. **Discuss and take possible action on any future agenda items and future meeting dates.**  
The next Council Meeting will be on December 19, 2016.
13. **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; 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.**  
Council did not adjourn into Executive Session.
14. **Action outside of Executive Session, if any.**  
No action was taken.
15. **Adjourn**  
Councilman Bender made a motion to adjourn. Councilman Thompson seconded the motion and the meeting adjourned.

**PASSED AND APPROVED this 19th day of December, 2016.**

  
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**Mark Kobelan**  
Mayor

  
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**Maggie Carty**  
City Secretary

