

**EXECUTIVE SUMMARY
THE CITY OF PINEY POINT VILLAGE
REGULAR COUNCIL MEETING
MONDAY, JUNE 25, 2018**

THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, JUNE 25, 2018 AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

COUNCIL MEMBERS PRESENT: Mayor Mark Kobelan, Mayor Pro Tem John Ebeling, Joel Bender, Dale Dodds, Henry Kollenberg, Brian Thompson

CITY STAFF: Roger Nelson, City Administrator; Karen Farris, City Secretary, Annette Arriaga, Director of Planning and Development, David Olson, City Attorney, Joe Moore, City Engineer, Aaron Crowley and John Peterson, HDR Engineering, Inc.

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: There were no citizens wishing to address Council regarding items not on the agenda.

Council moved Item #4 to the beginning of the agenda

4. Discuss and take possible action on Annual Audit presentation

Present was Louis Breedlove, Audit Manager with BrooksWatson & Co., PLLC, Certified Public Accountants, the City's independent auditors. Mr. Breedlove provided an overview and explained the audit process and the components of the Annual Financial Report. The City received an unmodified opinion which is the highest level of assurance that the auditors are able to provide. Councilmember Kollenberg made a motion to adopt the annual report as presented. Councilmember Ebeling seconded the motion and it passed unanimously.

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

a. 2019 Annual Budget

Present was Police Chief Schultz and Police Commissioner Chris Alexander. Chief Schultz presented the MVPD monthly report for the month of May and discussed the 2019 Annual Budget. Councilmember Kollenberg made a motion to approve the MVPD 2019 Annual Budget. Councilmember Bender seconded the motion and it passed unanimously.

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

Commissioner Zeb Nash updated Council on the Village Fire Department's monthly activities and areas of concern.

a. 2017 Annual Audit

Councilmember Kollenberg made a motion to approve the 2017 Annual Audit. Councilmember Bender seconded the motion and it passed unanimously.

b. Discuss and take possible action on Intra-Budgetary Transfers

Councilmember Kollenberg made a motion to approve the Village Fire Department's 2017 Intra-Budgetary Transfers. Councilmember Bender seconded the motion and it passed unanimously.

c. Discuss and take possible action on Resolution 2018.06.25A authorizing the VFD to retain the \$62,906 surplus per the 2017 Annual Audit to be placed in the Facility Fund – 4

Councilmember Kollenberg made a motion to approve Resolution 2018.06.25A authorizing the VFD to retain the \$62,906 surplus per the 2017 Annual Audit to be placed in the Facility Fund. Councilmember Bender seconded the motion and it passed unanimously.

d. Discuss and take possible action on proposed 2018 Budget Amendments:

i. Approval of Resolution 2018.06.25B authorizing roof replacement not to exceed \$280,000 funded by cities through their pro-rata share contributed to Facility Fund – 4

Councilmember Kollenberg made a motion to approve Resolution 2018.06.25B authorizing roof replacement not to exceed \$280,000 funded by cities through their pro-rata share contributed to Facility Fund – 4.

Councilmember Bender seconded the motion and it passed unanimously.

ii. Approval of Resolution 2018.06.25C authorizing purchase of a rescue boat, not to exceed \$20,000 from Fund 2 – Capital Replacement

Councilmember Kollenberg made a motion to approve Resolution 2018.06.25C authorizing the purchase of a rescue boat, not to exceed \$20,000 from Fund 2 – Capital Replacement. Councilmember Bender seconded the motion and it passed unanimously.

e. Discuss and take possible action on the Proposed 2019 Operational Budget which includes Funds 2 and 3 in the amount of \$6,191,155.19 funded by annual assessments with Piney Point's proportionate share being \$1,300,142.59 (21%)

Councilmember Kollenberg made a motion to approve the Proposed 2019 Operational Budget which includes Funds 2 and 3 in the amount of \$6,191,155.19 funded by annual assessments with Piney Point's proportionate share being \$1,300,142.59 (21%). Councilmember Bender seconded the motion and it passed unanimously.

f. Discuss and take possible action on the Proposed 2019 Facility Fund – 4 Budget in the amount of \$3,500,000 funded in addition to annual assessments through pro-rata share for the renovation of the Fire Station with Piney Point's proportionate share being \$735,000 (21%).

Councilmember Kollenberg made a motion to approve the Proposed 2019 Facility Fund - 4 Budget in the amount of \$3,500,000 funded in addition to annual assessments through pro-rata share for the renovation of the Fire Station with Piney Point's proportionate share being \$735,000 (21%). Councilmember Bender seconded the motion and it passed unanimously.

3. Discuss and take possible action on Kinkaid presentation

Gene Werlin and Brant Howe were present and provided a presentation regarding their plans to present a request for a Specific Use Permit to the Planning Commission on June 28th. The Kinkaid School is seeking to:

- Increase a six foot high chain link fence around the south detention pond to eight feet.
- Increase netting around the west campus baseball field from 24 feet up to 42 feet
- To install a six to eight foot wrought iron fence separated by brick columns every 60 to 80 feet on San Felipe from the east exit to the west property line.
- To install bleachers at the west campus baseball field.
- There was discussion about creating a double left turn lane at the west entry to aid in traffic control.

Let the record reflect that Councilmember Bender stepped out of the Council Chambers and Council continued on to Agenda Item #5. Councilmember Bender returned shortly thereafter.

- 5. Discuss and take possible action on Ordinance 2018.06.25A Parking Pads**
Councilmember Kollenberg made a motion to adopt Ordinance 2018.06.25A as presented with the exception of the last word on Section 46-3, Parking Areas in Public Rights-of-Way, #3, will be “section” and not “ordinance”. Councilmember Ebeling seconded the motion and it passed unanimously.
- 6. Discuss and take possible action on Street Sign bids**
Councilmember Thompson made a motion to approve the BlackTop Industries bid for the City’s signage project. Councilmember Kollenberg seconded the motion and it passed unanimously.
- 7. Discuss and take possible action on Resolution 2018.06.25D creating a Facilities Committee**
Councilmember Thompson made a motion to approve Resolution 2018.06.25A creating a Facilities Committee. Councilmember Ebeling seconded the motion and it passed unanimously.
- 8. Discuss and take possible action on the Mayor’s monthly report, including but not limited to:**

 - **Beautification Committee**
Mayor Kobelan provided an update of the Beautification Committee. The Beautification Committee is currently looking at 6 areas of Piney Point for landscaping improvements.
 1. Memorial at San Felipe, esplanades
 2. Signage, landscaping around signs
 3. Arrowwood Circle Park
 4. Along the southside of Greenbay
 5. Intersection at Memorial and Greenbay
 6. Create an educational page about landscaping, plants, etc. on the website
- 9. Discuss and take possible action on the City Administrator’s monthly report, including but not limited to:**

 - **May 2018 Financials**
Roger Nelson reminded everyone about the parade on the 4th of July.

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

Joe Moore, the City Engineer, updated Council on current and on-going projects:

- **N. Piney Point Road Paving & Drainage Improvements Project:** The contractor, Huff & Mitchell was authorized to stabilize an additional 7 inches on areas identified as being soft. The contractor will start Wednesday, June 27th.
- **Smithdale Estates Bypass Project:** Completed. Punch list items were identified during final walk through and have been completed.
- **2018 Street Assessment Project:** The draft has been completed and HDR is scheduled to meet with Councilmember Bender and Councilmember Dodds to discuss the assessment.
- **Wilding Lane:** A junction box has to be added to the culvert and driveway replacement at 11206 and 11204 Wilding Lane to connect yard drain to the culvert. The Contractor is waiting for the inlet to be manufactured and will replace once received.
- **Surrey Oaks:** HDR will be presenting quotes for point repairs on various locations on a separate agenda item. HDR prepared a proposal for Professional Engineering Services for paving and drainage improvements on the street. The proposal will be presented as a separate agenda item.
- **Master Drainage Study Update:** It is anticipated that a rough draft will be presented and reviewed with the City in early July.
- **Maintenance Projects:** The City has identified multiple maintenance projects throughout the City in need of repair.
- **FEMA:** HDR has identified 3 projects that are candidates for the Notices of Intent for the Hazard Mitigation Grant Program; Replacement of the 96-inch CMP on S. Piney Point Road, installation of storm sewer on the south side of Beinhorn Road, and drainage improvement on Wilding Lane. The Notices of Intent were submitted to the Texas Department of Emergency Management.
- There was a brief discussion regarding Future Projects and Current Anticipated Piney Point Project Schedules.

11. Discuss and take possible action on North Piney Point Road Change Order

Councilmember Ebeling made a motion to approve the North Piney Point Road Change Order for a total amount of \$179,514.23. Councilmember Bender seconded the motion and it passed unanimously.

12. Discuss and take possible action on Ditch Regrading Quotes

Councilmember Kollenberg made a motion to accept the DonMar Grading proposal for a ditch regrading project on S. Piney Point Road, Memorial Drive, and Magnolia Circle. Councilmember Bender seconded the motion and it passed unanimously.

13. Discuss and take possible action on Surrey Oaks Point Repairs Quotes

Councilmember Dodds made a motion to approve the DonMar Grading Job Proposal to perform storm sewer point repairs to remove roots and stabilized debris in the storm sewer on the south side of Surrey Oaks. Councilmember Bender seconded the motion and it passed unanimously.

- 14. Discuss and take possible action on Tynebrook/Greenvale Quotes**
Councilmember Bender made a motion to accept the DonMar Grading Job Proposal to perform a concrete point repair on the west half of the Tynebrook (south) cul-de-sac and to repair a collapsed corrugated metal pipe at 11315 Greenvale. Councilmember Dodds seconded the motion and it passed unanimously.
- 15. Discuss and take possible action on #2 White Pillars Clean & TV Quotes**
Councilmember Thompson made a motion to accept the quote from AIMS Companies for the amount of \$3,500 to clean and televise the storm sewer at #2 White Pillars. Councilmember Ebeling seconded the motion and it passed unanimously.
- 16. Discuss and take possible action on proposal for professional engineering services for Surrey Oaks Paving and Drainage Improvements**
There was discussion regarding Surrey Oaks Paving and Drainage Improvements. This item was tabled to the July Council Meeting Agenda.
- 17. Discuss and take possible action on 6 Shady Grove Plat – Owners Acknowledgement**
Councilmember Bender made a motion to adopt an amended Owners Acknowledgement in Section 50-161 for the 6 Shady Grove Plat to allow an 8” pipe to go from the property to the pond. Councilmember Ebeling seconded the motion and it passed unanimously.
- 18. Discuss and take possible action on the minutes of the May 21, 2018 City Council meeting**
Councilmember Bender made a motion to approve the minutes of the May 21, 2018 Council meeting. Councilmember Thompson seconded the motion and it passed unanimously.
- 19. Discuss and take possible action on any future agenda items, meeting dates, etc.**

 - Item #16 on this agenda
 - Discuss the building of Memorial Village Elementary
 - Discuss Court
- 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.**
Council adjourned into a closed session at 9:27 p.m.
Council reconvened into open session at 9:51 p.m.
- 21. Action outside of Executive Session, if any**
No action taken

22. Adjourn

Councilmember Bender made a motion to adjourn. Councilmember Thompson seconded the motion and the meeting adjourned at 9:52 p.m.