

MINUTES OF A CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING ON TUESDAY, MAY 27, 2025, AT 7:00 P.M. AT 7660 WOODWAY DR. SUITE 460, HOUSTON, TEXAS.

Councilmembers Present: Aliza Dutt, Michael Herminghaus, Dale Dodds (outgoing), Henry Kollenberg (incoming), and Margaret Rohde.

Councilmembers Absent: Joel Bender and Jonathan Curth.

City Representatives Present: Bobby Pennington, City Administrator; John Klevenhagen, Municipal Judge; Phil Boedeker, Acting City Attorney; Jim Huguenard, Police Commissioner; Solace Southwick, Police Commissioner; Ray Schultz, Police Chief; Dan Ramey, Fire Commissioner; Brian Croft, Fire Marshal; Gracie Moylan and John Peterson, City Engineering; and Michelle Yi, Finance Director.

Call To Order

At 6:00 p.m., Mayor Aliza Dutt declared a quorum and called the meeting to order.

Pledge of Allegiance

The Council led the Pledge of Allegiance to the United States flag.

Citizens Wishing to Address Council

- None.

Agenda Items

1. Presentation of Certificates of Election for City Council Alderman Positions 1, 2, and 5.

- Presentation of Certificates of Election for City Council Aldermen Michael Herminghaus, Henry Kollenberg, and Jonathan Curth was presented.
- Councilmember Dodds approved Certificates of Election as presented. Rohde seconded the motion and carried with the following results:
AYES: Herminghaus, Dodds, Rohde.
NAYS: None.

2. Administer the oath of office for City Council Alderman Positions 1, 2, and 5.

- John Klevenhagen, the Municipal Judge for Piney Point Village, administered the oath of office for City Council Alderman positions 1 and 2, held by Michael Herminghaus and Henry Kollenberg. Jonathan C. Curth, who occupies position 5, was absent and will be sworn in at a later date.
- Dale Dodds expressed his appreciation to the Council prior to vacating his seat, which was duly transitioned to Henry Kollenberg.

3. Consideration and possible action regarding Resolution No. 2025.05, the selection of Mayor Pro Tempore.

- Councilmember Herminghaus proposed approving Resolution No. 2025.05, the selection of Mayor Pro Tempore as Joel Bender. Rohde seconded the motion and carried with the following results:
AYES: Herminghaus, Kollenberg, Rohde.
NAYS: None.

4. Consideration and possible action on approval of the Council Meeting Minutes held on April 28, 2025.

- Councilmember Herminghaus proposed approving the minutes of the Council Meeting on April 28, 2025. Rohde seconded the motion and carried with the following results:

AYES: Herminghaus, Kollenberg, Rohde.

NAYS: None.

5. Presentation by BrooksWatson & Co. of Fiscal Year 2024 Financial Audit and consider acceptance as presented.

- The city received an unmodified/clean opinion.
- Councilmember Rohde accepted the Fiscal Year 2024 Financial Audit as presented by BrooksWatson & Co. Herminghaus seconded the motion, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Rohde.

NAYS: None.

➔ **The council agreed to change the order of discussion items to prioritize Item #13, followed by Items #7 and #8, then Item #6, before returning to the remaining order of items.**

13. Introduction and discussion of a proposed request for a SUP for an additional 90 niches to expand the columbarium inside the St. Francis Church.

- Louise Richman, representing St. Francis Church, presented details about a proposed request for a specific use permit to expand the existing columbarium. She addressed questions concerning the columbarium's perpetuity and capacity. In response, the Council asked the Church to reach out to neighbors and discuss any concerns they might have regarding the planned expansion.

7. Consideration and possible action regarding the Village Fire Department: a) Update on activities; b) VFD Budget Amendment 2024-02 and 2025-03; c) VFD FY26 Budget Draft; d) VFD Commission Packet.

- Croft summarized the report, noting that Piney Point has had 114 incidents reported so far this year, with 30 in April. The average response time in the area is 4 minutes and 30 seconds. Key incidents include 17 fire alarms at churches or schools.
- Ramey updated the council on commission activities. The department audit is ongoing as documentation is being gathered. The department has learned that equipment insurance will not be renewed, so they are seeking bids from a new carrier, expecting a 15% change in coverage. Budget amendments are planned, including using surplus funds for tower improvements and reallocating internal funds, without increasing the overall budget. More amendments are anticipated as the audit progresses. A bylaw change will be proposed with a 10-day notification to clarify vague language. The final budget proposal will be presented at the next meeting.
- Councilmember Kollenberg moved to approve VFD budget amendments 2024-02 and 2025-03 as presented. Rohde seconded the motion, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Rohde.

NAYS: None.

8. Consideration and possible action on City Engineering: a) Windermere 24 Inch Outfall Repair Project; b) Calico Lane Drainage Improvements; c) May Engineers Report.

- HDR provided an update on the projected costs and basic construction summary for the Windermere 24-inch Outfall Repair Project. The council instructed HDR to formulate a comprehensive project plan with the objective of advancing the project.
- HDR delivered the Street Condition Assessment with prioritized recommendations. The city should consider interlocal agreements with homeowners' associations for repairing and re-grading private streets.
- HDR provided estimates for point repairs under \$50,000 alongside the Street Condition Assessment. The council requests further review of South Piney Point Road and options for improving Radney Road. The mayor also discussed potential partnerships with Harris County and Metro for major thoroughfares.
- Councilmember Rohde proposed an 18" reinforced concrete pipe along with a Type A inlet for Calico Lane drainage improvements. Herminghaus seconded the motion and carried with the following results:

AYES: Herminghaus, Kollenberg, Rohde.

NAYS: None.

- HDR updated the council on the traffic signal upgrades at three intersections on Memorial Drive, in partnership with Harris County. The total project cost is \$1,973,854, with the city contributing \$473,854, which is \$173,854 more than initially expected. The council supports moving forward with the project.
- HDR responded to additional inquiries and shared details about the projects outlined in the monthly report.

6. Consideration and possible action regarding the Memorial Villages Police Department: a) Update on activities; b) MVPD FY26 Budget.

- Chief Schultz delivered the activity report, highlighting that the audit is anticipated to be finalized and presented next month. It's expected to yield savings of \$300,000 due to current personnel vacancies. Both Bunker Hill and Hunters Creek have given their approval for the MVPD FY26 Budget. In April 2025, MVPD logged a total of 5,643 calls and incidents, which included 3,338 House Watch checks and 1,086 traffic stops, resulting in 1,110 citations for 1,808 violations. The average response time stood at 3 minutes and 38 seconds.
- The proposed MVPD budget for 2026 outlines total expenditures of \$8,680,494. The cost allocated per city amounts to \$2,860,165, reflecting a 5.81% increase from 2025. The department requested approval for the budget as presented.
- Councilmember Herminghaus moved to approve the MVPD FY26 Budget as presented. Rohde seconded the motion, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Rohde.

NAYS: None.

9. Consideration and possible action on an agreement to assess and collect ad valorem taxes with the Spring Branch Independent School District.

- Councilmember Rohde moved to approve the agreement to assess and collect ad valorem taxes with the Spring Branch Independent School District as presented. Herminghaus seconded the motion, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Rohde.

NAYS: None.

10. Consideration and possible action regarding the Mayor's Monthly Report.

- None.

11. Consideration and possible action regarding the City Administrator's Monthly Report, including a) Financial Related Items; b) Updates regarding SUP, including status information or discussion of Ecclesia and Kinkaid; c) Update Regarding Legislative Bills and Actions.

- The City Administrator's monthly report outlines the city's financial performance and key initiatives. General Fund revenues reached 87.1% of budget, while expenditures accounted for 30.5%. Capital spending remains well below the \$3 million budget, and property tax collections are nearly 98% of the adjusted levy. Notable expenses include Municipal Court services and a vehicle purchase for Public Works. The 2025 taxable value is projected to be between \$3.13 billion and \$3.46 billion. Updates on Ecclesia Kinkaid's SUP status and legislative bill actions are noted. The report recommends approving disbursements exceeding \$10,000.
- Councilmember Rohde moved to approve Pay Estimate No. 5 from AAA Asphalt Paving Inc. for \$56,814.41 related to the 2023 Paving Improvements Project. Herminghaus seconded the motion, and the action carried with the following results:
AYES: Herminghaus, Kollenberg, Rohde.
NAYS: None.
- The council instructed the staff to confirm and report on previous Kinkaid payments, focusing on their timing and accrual, which usually take place toward the end of each fiscal year. Additionally, they requested that we contact MDE to secure their facility for our September meeting, where we will adopt the FY26 budget.
- During the council meeting, members discussed the particulars of the Ecclesia Special Use Permit (SUP) and evaluated the current fencing and frisbee golf facilities on the grounds. In their final comments, they recommended conducting a legal review to determine whether the frisbee golf setup meets the required standards and whether the city should take steps towards its removal, considering how long it has been in place. Additionally, staff will follow up with a report to examine the positioning of the existing playground fence in relation to the original plans, ensuring it primarily aligns with SUP expectations.

12. Discuss and consider possible action on future agenda items, meeting dates, and similar matters.

- Beautification Meeting – June 9, Engineering Meeting – June 11, and Regular Council Meeting – June 23.
- The Council proposed a workshop focused on emergency preparedness, particularly with the approaching hurricane season in mind. In addition, the Beautification Committee is gearing up to present a recommendation for a citywide beautification initiative, which will likely be addressed in a workshop-style meeting with the council.

Executive Session

14. The City Council will now hold a closed executive meeting pursuant to the provisions of Chapter 551, Texas Government Code, in accordance with the authority contained in: Section 551.071, Legal Consultation - The City Council shall convene in a closed session as authorized under Section 551.071 of the Texas Government Code, to obtain confidential legal counsel from the City Attorney concerning matters that fall within the attorney-client privilege.

- The council did not hold or request a closed executive session.

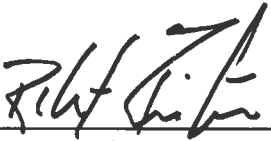
15. Consideration and possible action on items discussed in the Executive Session.

- The council did not conduct a closed executive session; therefore, there are no actions or considerations to report.


Adjournment

- Councilmember Rohde made a motion for adjournment, seconded by Councilmember Herminghaus.
- Mayor Dutt adjourned the meeting at 8:24 p.m.

PASSED AND APPROVED on this 23rd day of June 2025.



Robert Pennington
City Administrator / City Secretary


Aliza Dutt
Mayor