

MINUTES OF A CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING ON MONDAY, OCTOBER 27, 2025, AT 6:00 P.M. AT 7660 WOODWAY DRIVE, SUITE 460, HOUSTON, TEXAS 77063.

Councilmembers Present: Aliza Dutt, Mayor; Michael Herminghaus, Council Position 1; Henry Kollenberg, Council Position 2; Joel Bender, Council Position 3; Margaret Rohde, Council Position 4; Jonathan C. Curth, Council Position 5.

City Representatives Present: Bobby Pennington, City Administrator; Jim Huguenard, Police Commissioner; Ray Schultz, Police Chief; Blair Cerny, Police Detective; Dan Ramey, Fire Commissioner; Brian Croft, Fire Chief; Annette Arriaga, Development Service Director; Gracie Moylan and John Peterson, City Engineering.

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

- Harris County Public Librarian Jennifer Finch provided an update on the Memorial Spring Branch Library activity.
- No other public comments were received.

NEW BUSINESS

1. **Consideration and possible action on approval of the Council Meeting Minutes held on September 25, 2025.**
 - **Action:** Councilmember Herminghaus moved to approve the September 25, 2025, minutes. Councilmember Bender seconded, and the action carried with the following results:
AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.
NAYS: None.
2. **Consideration and possible action regarding the Memorial Villages Police Department.**
 - Chief Schultz presented the September 2025 activity report. Chief clarified data regarding response time. No further action was taken.
3. **Consideration and possible action regarding the Village Fire Department.**
 - Chief Croft and Dan Ramey presented the activity report for September 2025. No further action was taken.
4. **Consideration and possible action on City Engineering, including: (a) Discussion and approval of landscape architect services for the development of landscape design standards. (b) Discussion of proposed structural and safety improvements for South Piney Point Road. (c) Landscape improvement plans for South Piney Point Road – Phase 1. (d) Chapelwood Court Drainage Change Order – Fire Hydrant Service Relocation. (e) Chuckanut Change Order – Fencing. (f) Presentation and discussion of the City Engineer’s Report.**
 - **Action:** Councilmember Bender moved to approve the Chapelwood Court Drainage Change Order – Fire Hydrant Service Relocation from Experts Underground for \$8,556. Councilmember Herminghaus seconded, and the action carried with the following results:
AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

- HDR Engineering reviewed the change order for the Chuckanut Paving and Drainage Improvements Project regarding fence modifications at 2 Chuckanut and 239 Piney Point Road. They determined that no modifications are necessary, so no change order will be issued. No action was taken on this item.
- Gracie Moylan provided the Engineering report highlights: The Windermere Outfall design and tree protection plans (bird nesting survey) are progressing; Harris County is finalizing the Memorial Drive signal contract; Soldiers Creek remains on hold pending County review; Bothwell/Holidan cleaning is complete with HDR review underway; Chapelwood construction begins mid-October; Chuckanut drainage and paving are wrapping up; Memorial Drive asphalt bids opened with award expected in December; and Kinkaid intersection coordination continues.
- The Council discussed drafting a proposal for improvements to South Piney Point Road, focusing on landscape enhancements. This included the development of a landscape design manual, a conceptual plan, and a planting plan, with Keiji Asakuraro serving as the landscape architect.

5. Consideration and Possible Action to adopt an Ordinance approving the updated Permit Fee Schedule, effective January 1, 2026.

- The staff is currently working on a fee schedule and a proposed ordinance with the goal of finalizing the updated City Fee Schedule, which is set to take effect on January 1, 2026.
- The Council requested clarification regarding expedited fees. Additionally, the Council emphasized the need to make the fees and the detailed process available on our website to better inform the public, especially developers.
- Council suggested that staff examine the practices of other cities, such as Bellaire and Austin, as a reference for the fee procedures.
- Curth suggested that we adjust the fees gradually, avoiding a dramatic shift after an eight-year wait, and simplify the process.
- Bender proposed that we reevaluate the fee structure to align with the demands of significant complex developments and the longer review times they entail, using the Kinkaid Special Use Permit as a relevant example.
- The item will be included in the next agenda for further review, incorporating the adjustments discussed.

6. Consideration and Possible Action to authorize the disposal of surplus city property in accordance with State Law.

- **Action:** Councilmember Kollenberg moved to approve the disposal of surplus city property in accordance with State Law. Councilmember Bender seconded, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

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

- The mayor presented the Arbor Day Proclamation.
- **Action:** Councilmember Bender moved to approve the Arbor Day Proclamation. Councilmember Kollenberg seconded, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

- The mayor updated the council on the recent windstorm and highlighted the swift response undertaken by the city.
- The Mayor and the City Council acknowledged Johnathan of Troop #641 for his attendance.

8. Consideration and possible action regarding the City Administrator's Monthly Report, including (a) Financial Related Items (Financial Report for September 2025, Property Tax Report, Investment 3Q 2025, Disbursements greater than \$10,000), (b) GFL CPI Rate Modification, and (c) Pool Decking/Pool Elevations – Status.

- The City Administrator presented financial and investment reports, including the disbursements over \$10,000, as well as the ratification of the GFL CPI modification.
- The Planning and Zoning Commission (P&Z) is reviewing pool elevation standards as directed by the City Council to align with development regulations. Additionally, staff is examining the definitions of pool decking and coping for compliance. This review aims to provide clear interpretation and consistent guidance for future permitting.
- **Action:** Councilmember Herminghaus moved to approve the Investment Report for the third quarter of 2025, to authorize disbursements exceeding \$10,000, On Par Civil Services, LLC - Pay Estimate No. 3 - \$181,652.35, and to endorse the proposed rate adjustment and implementation for residential solid waste services as requested by Waste Corporation of Texas, L.P. Bender seconded the motion, and it carried with the following results:

AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

9. Executive Session: A) Section 551.071 — Legal Consultation: To obtain confidential legal counsel from the City Attorney concerning matters that fall within the attorney-client privilege. B) Section 551.072 — Real Property: To deliberate the potential acquisition of real property for public use, if deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person.

- The council convened for a closed executive session at 7:22 PM to engage in legal consultation and matters related to real property.

10. Reconvene into Regular Session and consider action on items discussed in Executive Session.

- The council reconvened from the closed executive session at 7:57 p.m.
- No action was taken from the executive session.

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

- The Beautification Meeting is scheduled for November 10, the Engineering Meeting will take place on November 12, and the Regular Council Meeting is set for November 17.

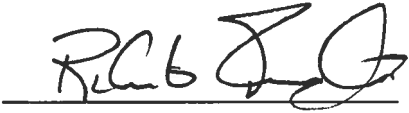
ADJOURNMENT

- Councilmember Bender made a motion for adjournment, seconded by Councilmember Rohde.
- Mayor Dutt adjourned the meeting at 7:58 p.m.

PASSED AND APPROVED on the **17th** day of **November** 2025.



Aliza Dutt
Mayor



Robert Pennington
City Administrator / Authorized City Secretary

