

**MINUTES  
THE CITY OF PINEY POINT VILLAGE  
REGULAR COUNCIL MEETING  
MONDAY, JULY 22, 2019**

**THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE MET IN A REGULAR MEETING ON MONDAY, JULY 22, 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, Pro Tem Joel Bender, Dale Dodds, Henry Kollenberg, Brian Thompson

**ABSENT:** Council Member Michael Herminghaus

**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 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**CITIZENS WISHING TO ADDRESS COUNCIL** – *At this time, any person with city related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*

There were no citizens wishing to address council.

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

**A. Proposed 2020 Budget in the amount of \$1,949,987**

**B. Amendment to 2019 Budget – ALPR project in the amount of \$44,000**

Commissioner Huguenard reported to Council, for FY2018 the City received a refund in the amount of \$102,688. This refund represents the City's portion of FY2018 audited surplus.

Commissioner Huguenard presented the Proposed 2020 Budget in the amount of \$1,949,987. The Proposed 2020 Budget was amended to address the concerns over methodology, funding, certain capital projects; and Hunter's Creek's stipulation that they would not approve a total budget increase in excess of 6%. Commissioner Huguenard explained that a 1% increase for the 457 employee contribution to retirement was removed; however, the Police Commission will return to Council in the near future to fund this item.

Commissioner Huguenard explained to Council the Amendment to the 2019 Budget

and the ALPR project. This amendment to the FY2019 budget authorizes the use of funds in the form of a surplus of salaries to fund the ALPR cost in the amount of \$44,000. Piney Point's share being \$14,667 to start the ALPR project.

Council Member Bender made a motion to approve the Proposed 2020 Budget in the amount of \$1,949,987. Council Member Dodds seconded the motion and it passed unanimously.

Council Member Kollenberg made a motion to approve the Amendment to 2019 Budget – ALPR project in the amount of \$44,000. Council Member Bender seconded the motion and it passed unanimously.

Commander Eric Jones presented the MVPD monthly report.

- Overview of monthly reports
- Recruitment and hiring. He reported to Council the police department is working on recruiting; but, as is with all the other agencies, they are struggling to get good applicants. They have just drafted a new recruiting and information brochure.
- Commander Jones updated Council on the Paladin Drones. The 3-month trial period ended 07/5/2019. They may return occasionally for additional equipment testing.
- A complete audit was conducted of the evidence and property room. Every item was accounted for.
- Commander Jones also reported to Council that the warrants and arrests have doubled based on traffic stops.

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

### **A. Proposed 2020 Budget**

Deputy Chief Will Wyatt presented the monthly report for the VFD. He reported on:

- Fire and EMS type incidents
- response times
- All equipment is operational and in service,
- Staff injuries
- Recruitment and testing

Fire Commissioner Nash reported to Council on the following:

- VFD will need approval to use the FY2018 surplus funds
- amend the FY2019 budget
- approve the FY2020 budget at the next Council meeting
- update or replace the dispatch software
- highlights to the budget include:
  - a 3% salary increase which consist of a 2% step change and 1% COLA
  - maintain 457 retirement plan with a 2% contribution
  - rolling stock remained the same, but may increase next year
- Budget is up 6.43% vs. FY2019 Budget, the Fire Department does not anticipate additional changes to the fire station renovation until bids are received towards the end of the year.

**3. Discuss and take possible action on the Mayor's monthly report, including but not limited to:**

Mayor Kobelan reported:

- **Esplanade Landscaping** – Landscaping at Memorial Dr. and N. Piney Point Dr. has been completed.
- **Kinkaid Yews** – Kinkaid was in agreement with planting Japanese Yews with 4 ft. spacing and a minimum of 5 feet tall when planted. Kinkaid agreed to finish within 30 days.

**4. Discussion and take possible action on the City Administrator's monthly report, including but not limited to:**

• **June 2019 Financials**

The City Administrator presented the June 2019 Financials to Council. There are a few items to discuss in Executive Session. The City Administrator will be out of the office beginning Friday and returning the following week.

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

The Engineer's Report for this month includes updates to:

- **Surrey Oaks Paving & Drainage Improvements:** The final design plans have been submitted to the Memorial Village Water Authority for review. Once comments have been incorporated, and signatures obtained, then the project will be ready for advertisement and bidding.
- **Beinhorn Drainage & Sidewalk Improvement Project:** HDR is finalizing the design of the storm sewer along Grecian. The finalized plans will be reviewed by Memorial Village Water Authority, the Urban Forester, TDLR and private utility companies. Pending these reviews, HDR anticipates the final design and Opinion of Probable Construction Costs will be presented at the August Council meeting.
- **Wilding Lane Drainage & Pavement Improvements Project:** HDR is finalizing and performing QC reviews of the 30% design and preliminary engineering report. HDR has obtained resident contact information from the City and will coordinate with Zeb Nash to complete the contact list.
- **City of Houston – Windermere Project:** City of Houston has begun the condemnation process to resolve the issues with #17 Windermere. The City of Houston will ask the contractor to remove their equipment and reestablish an 8-foot tall wooden fence along the easement at #18 Windermere where the previous fence was removed. A gate will also be installed to restrict access to the easement.
- **2019 Maintenance Project (#2 White Pillars & various Concrete Point Repairs):** HDR has begun the design phase. This includes the storm sewer improvements, Concrete point repairs on North Country Squire, Memorial Point, and Heritage Oaks. The sidewalk on the east side of North Piney Point Road from Beinhorn to Holiday Way will be included.
- **Illuminated Crosswalk Signage:** there is a separate agenda item
- **Memorial Drive – Asphalt Point Repairs – Greenbay to Lacewood:** HDR has solicited quotes. Contractors are very busy at this time of the year. Quotes received have been very high. It is recommended that the City postpone the

asphalt point repairs until later in the fall to catch Contractors when their workload is lighter or to combine with other projects.

- Future Projects: HDR has identified multiple projects
  - Drainage improvements along Beinhorn Road and Wilding Lane
  - Multiple cul-de-sac streets stemming off of larger drainage projects
  - Replacement of the 96-inch CMP along S. Piney Point Road
  - Paving improvements to Memorial Drive from San Felipe to Greenbay
  - Arrowwood Circle
  - S. Piney Point Road
  - Grecian Way
  - Lanecrest
  - Crack sealing on various streets
- Anticipated Piney Point Project Schedules:
  - Surrey Oaks Paving & Drainage Improvements: award contract mid-September

**6. Discuss and take possible action on crosswalk bids**

HDR discussed with Council illuminated crosswalk signage at the intersection of Quail Hollow Trail and Blalock Road. It appears that the City of Bunker Hill is interested in sharing the cost of the signs. The quotes for the new crosswalk signage include the installation of two signs with LED rapid flashing beacon light systems including poles, foundation, signs, push buttons, solar panels, and lights. Council Member Bender made a motion to accept the quote from Traffic Systems Construction, Inc. for an estimated cost of \$17,110 subject to the City of Bunker Hill's approval of sharing half of the cost. Council Member Thompson seconded the motion and it passed unanimously.

**7. Discuss and take possible action on the minutes of the June 24, 2019 Council meeting**

Council Member Bender made a motion to approve the Minutes of the June 24, 2019 Council meeting. Council Member Dodds seconded the motion and it passed unanimously.

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

Future agenda items:

- Change signal to a flashing yellow light at Piney Point Road and Memorial Drive
- Improved traffic signals

Meeting dates:

- Budget Workshop (August 15, 2019) – approve calendar
- September meetings – budget and tax rate; determine dates and then choose location starting with Memorial Drive Elementary
- Strategic Planning after the Budget

**9. 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 (PERSONNEL), specifically to deliberate the appointment, employment,**

**evaluation, reassignment, duties, discipline or dismissal of a public employee or to hear a complaint or charge against an officer or employee, specifically regarding Public Works/Code Enforcement position and renewal of City Administrator's employment agreement.**

Council adjourned into a closed session at 7:50 p.m.

Council reconvened into open session at 8:46 p.m.

**10. Action outside of Executive Session, if any**

No formal action taken

**11. Adjourn**

Council Member Bender made a motion to adjourn. Council Member Thompson seconded the motion and it passed unanimously. The meeting adjourned at 8:46 p.m.

**PASSED AND APPROVED this 26th day of August, 2019**



**Mark Kobelan**  
Mayor



**Karen Farris**  
City Secretary