

MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
JANUARY 21, 2014 AT 5:00 P.M.

I. PLEDGE OF ALLEGIANCE

Three boy scouts led in the pledge of allegiance.

II. CALL TO ORDER

Mayor Williams called the meeting to order at 5:04 p.m. in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Present:

Mayor Jay Williams

Councilman Keith Brown*

Councilman John Glover

Councilman Jay Janecek

Councilwoman Laurie Rosenbaum

Also in Attendance:

Karen Glynn, City Administrator

Kelly Johnson, City Secretary/Dir of Finance

Steve Smith, Dir of Public Wrks/Bldg Official

Loren Smith, City Attorney

Councilwoman Susan Schwartz

*arrived at 5:06

III. CITIZENS' COMMENTS

This is an opportunity for citizens to speak to council relating to agenda and non-agenda items. Comments are limited to three minutes. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer comments until such time the item is discussed.

Speakers are required to address council at the microphone and give their name and address prior to voicing their concerns.

Note: To comply with provisions of the Open Meetings Act, the City Council may not deliberate on items discussed under this agenda item. Items that cannot be referred to the city staff for action may be placed on the agenda of a future City Council meeting.

No comments

IV. DISCUSSION AND POSSIBLE ACTION REGARDING CURLEE SUBDIVISION AMENDING PLAT - *Steve Smith, Director of Public Works/ Building Official*

Steve Smith said on the amended plat that was approved a few months ago there were several reference errors and ownership changed on lot #2. Since the time the amended plat was approved the city has hired a private surveyor to review all plats being submitted for approval. Steve Smith said on the proposed amended plat the references have been corrected and the owners of each lot are listed correctly. He said Planning and Zoning did recommend to approve the proposed amended plat.

Mr. Christiansen, at 11603 Oak Shadows Lane, said he had four areas of concern; drainage, definition of a cul-de-sac, not a valid topo map, and EPA requirements.

Mr. Christiansen said at the intersection of Oak Shadows Lane and Blalock Road there is a culvert that was recently put in by the builder and that culvert is lower than the drainage system on Blalock Road and as a result water is ponding there because it cannot drain out. He also mentioned his concern that the pipe the builder put in the culvert is not strong enough that when delivery trucks drive over it they will crush the pipe below.

Steve Smith said regarding the drainage at the intersection of Oak Shadows Lane and Blalock Road, the builder did everything correct. He said unfortunately the ditch along Blalock Road did not go as deep as originally thought. He said they had to make those adjustments up and down Blalock Road. He said the pipe that was put in on Oak Shadows Lane was oversized just for those types of reasons. He said as far as standing water and mosquito issues, they can address those concerns after the project is complete. He said we believe the pipe will silt naturally creating a bridge where those two drainage systems meet. He said the city is monitoring the situation and if at the end of the project there still is standing water, they will get together with the property owners to find a solution.

The mayor asked about the strength of the pipe with traffic driving over it. Steve Smith said the pipe that has been put down is what was specified out and recommended for the area.

Mayor Williams asked about the topo map. Steve Smith said there is not a requirement for a topo map during the platting process. He said during the building process is when the drainage for the lot is looked at and a topo map would be required. Mayor Williams agreed the definition of a cul-de-sac was not worded well and is hard to understand. The mayor said that the Planning and Zoning Commission is working on a better and easier definition to understand.

Penny Probstfeld with Probstfeld & Assoc. addressed the issues regarding a reference still being incorrect. She said what Mr. Christiansen was talking about is a deed record that references an incorrect number to Bauer Subdivision. She said whoever did it made a typo. She said on the amended plat that she reviewed Bauer Subdivision is not referenced. The mayor said so we don't have any issues in the future, the city is now going to have their own surveyor review all plats prior to approval.

Loren Smith, the City Attorney, said the EPA was notified relating to the wildlife. He said the City of Bunker Hill Village has no jurisdiction to enforce EPA regulations. Steve Smith said we did call the Texas Department of Wildlife regarding the nesting birds. He said they recommended modifying building around the birds until they were finished nesting. Steve Smith said the builder did comply.

Motion was made by Councilwoman Rosenbaum and seconded by Councilwoman Schwartz to approve the plat. Motion carried 5-0.

V. FIRE COMMISSION REPORT

A. Update on activities

Commissioner Smyre said the fire department had 23 total calls for Bunker Hill Village in which 4 were fire related and 19 were EMS related. Year-end December 31, 2013, unaudited numbers report the fire department to be 4% under budget or \$195,000. He also reported the new ambulance was delivered in December is now in service.

Commissioner Smyre said as he has reported in the past about facility issues specifically the mold in the fire department, they are in the process of replacing the vent hood in the kitchen

area which they think is causing some of the mold problems. He also reported there are two current openings for fire fighters.

Commissioner Smyre talked about response time and he stated the City of Bunker Hill Village has the worst response time of all the villages. He said our city limits are the furthest from the fire department. He said they are looking at some consolidation opportunities in the future to help with that. Commissioner Smyre said he will update council as he has more information.

B. Presentation on compensation

Commissioner Smyre talked about the compensation/benefits at the fire department. He said they have noticed the number of applicants responding to openings decreasing. He said currently they have two positions open and received six applications. Of those six applicants two have DUI's and two don't pass the credit check. He said of the two remaining applicants one was just hired at the City of Katy so it only leaves one applicant which is not the very best person they have seen. He said we use to get about forty applicants for every position. He said we are a class one fire department and we want to hire class one employees. He said that is what our citizens want, that is what our citizens demand.

Commissioner Smyre said we are in a very competitive environment and we simply are not competitive anymore. He said Houston's economy is the most robust economy in the country. He said cities in and around the Houston area are exploding in growth and are hiring all from the same employment pool. He said for example the City of Katy had one fire station with three full time employees and eighteen voluntary fire personnel. He said they are converting their voluntary fire department into a full time station. He said today the City of Katy hired eleven fireman. He said we currently have a Captain and a Lieutenant that are interviewing with the City of Katy Fire Department. He said the City of Katy is also opening another fire station.

Commissioner Smyre said the City of West University just increased their compensation packet to keep up. He said we are feeling the pressure of the growing economy. He referenced a flyer that was given to all of council from the City of Baytown and he said they have a signing incentive. Commissioner Smyre also showed on the handout the starting pay for firefighters and fire medics and compared to seven other surrounding cities, all of which are equal or higher than the Villages Fire Department. He said it's not just about the money, he said you have to look at the total compensation. He showed the total compensation of those seven other surrounding cities and all are higher than the Villages Fire Department.

Commissioner Smyre said we are a class one fire department but we are not paying as a class one fire department. He said what they are going to do about it is get together a permanent compensation committee using a third party. He said they are going to ask the committee to put together a compensation packet to prevent this from happening again. He said they have to do something in the immediate short term to help with the recruiting issues and losing officers. He said they are looking at taking the 2013 surplus of \$195,000 and doing something immediate to "stop the bleeding" .

Commissioner Smyre said he is not asking for a vote on anything tonight, but he will be back in thirty days with a funding solution through a third party. All of council was in support of a compensation plan and to move forward with coming back in 30 days with a plan.

VI. POLICE COMMISSION REPORT

A. Update on activities

Chief Sanders commented about the compensation issues that the Village Fire Department was having and said the Memorial Villages Police Department is not having those issues. Chief Sanders hoped all had received and reviewed his update of the last six months. Chief Sanders reported they lost their finance person in December but they have found a replacement and she will start on January 27th.

Chief Sanders said they are in the process of implementing CAPERS and hopes to go live in March. Chief said there may be some things that the police department could do to help in the response time with the fire department. He said that may be in getting his officers additional training and he said Henry Kollenberg suggested putting defibrillators in each police car.

Chief Sanders said they promoted Eric Jones to Captain last week. He also said they have spread some responsibilities around to better utilize personnel.

VII. UPDATE ON EAST SIDE DRAINAGE PROJECT - SUMMARY OF 60% PLANS - KLOTZ ASSOCIATES

Gary Struzick, with Klotz Associates, gave a quick overview of the W-146 Drainage System. He said as part of the improvements they are looking at is fixing the crushed pipe at Flintwood and provide improved drainage to some of the lateral streets with pod detention. He said they have presented 60% set of plans with final plans to be ready for review in March and then ready to bid in April with construction to start in June running through September for an estimated cost of the project at 1.8 million dollars.

Mayor Williams said that Karen Glynn, the City Administrator, was going to reach out to our bond council to make sure there is no issues with the timing.

VIII. DISCUSSION AND POSSIBLE ACTION PROVIDING FOR THE HOLDING OF A GENERAL ELECTION TO BE HELD ON MAY 10, 2014, FOR THE PURPOSE OF ELECTING THREE COUNCIL MEMBERS (POSITION NOS. 1, 2, AND 3); PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTION; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT – *Kelly Johnson, City Secretary/Finance Director*

Motion was made by Councilman Janecek and seconded by Councilwoman Rosenbaum to approve. Motion carried 5-0.

IX. DISCUSSION AND POSSIBLE ACTION AMENDING CHAPTER 2, ARTICLE I, SECTION 2.4 OF THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY

DELETING ALL OF SECTION 2.4 OF CHAPTER 2, ARTICLE I AND ADDING A NEW SECTION 2.4 OF CHAPTER 2, ARTICLE I, SAID SECTION DESIGNATING THE HOUSTON COMMUNITY NEWSPAPER AS THE OFFICIAL NEWSPAPER OF THE CITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT – *Kelly Johnson, City Secretary/Finance Director*

Motion was made by Councilman Janecek and seconded by Councilwoman Rosenbaum to approve. Motion carried 5-0.

X. CONSENT AGENDA

“ALL MATTERS LISTED UNDER CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.”

- A. Minutes of the November 19, 2013 Regular Council Meeting
- B. November 2013 Financials
- C. Klotz Associates, Invoice No. 1113096 in the amount of \$32,307.00 for professional services from October 16, 2013 to November 15, 2013 in connection with East Side Drainage Project
- D. Klotz Associates, Invoice No. 1113105R in the amount of \$1,000.00 for professional services from October 16, 2013 to November 15, 2013 in connection with On-Call Services for a GIS Basemap
- E. Klotz Associates, Invoice No. 1213110 in the amount of \$17,622.00 for professional services from November 16, 2013 to December 15, 2013 in connection with East Side Drainage Project
- F. Houston Community Newspaper Contract for publishing notices or other matters required by law for the period of January 1, 2014 through December 31, 2014.

Motion was made by Councilwoman Rosenbaum and seconded by Councilwoman Schwartz to approve the consent agenda. Motion carried 5-0.

XI. MAYOR’S REPORT

- A. Appointment of Members to the Zoning Board of Adjustment

Mayor Williams asked to approve J. Carter Breed and David Light as alternate members on the Board of Adjustment.

Motion was made by Councilman Brown and seconded by Councilwoman Schwartz to approve. Motion carried 5-0.

- B. Appointment of a Board Member to serve on the Harris – Galveston Subsidence District

Mayor Williams said all the villages along with the City of Humble are represented by one board member. He said all the other villages referred to Spring Valley and Bunker Hill because we do our own water. Mayor Williams said he met with Mayor Ramsey and he recommended Kyle Sears. Kyle Sears was on city council at Spring Valley for a long time and he is a litigator. The mayor said he was comfortable with him and asked for council approve.

Motion was made by Councilwoman Schwartz and seconded by Councilman Glover to approve Kyle Sears. Motion carried 5-0.

- C. Council Input on Construction Hours for Contractors and Landscape Companies

The mayor said one of the complaints he hears most is landscape companies working at all hours of the day. He said we currently do not have an ordinance to restrict third party landscape companies/maintenance companies, only on new construction. The mayor said he would like to request limiting hours on landscape and maintenance companies. He also wanted to include

restricting them from working on all major holidays. The current hours for new construction is Monday through Friday 7:00 a.m. to 6:00 p.m. and Saturday 8:00 a.m. to 5:00 p.m.

Howard Feldman, at 11607 Monica, talked about the noise and air pollution that leaf blowers create. He shared that many communities have banned blowers or restricted anything above 65 decibels. He said the City of Houston has banned leaf blowers above 65 decibels. He said his street is unbelievably loud from leaf blowers. He asked council to reach a little higher than restricting hours for landscaping companies but restrict or ban the real reason for the problem, the noise.

Council discussed restricting hours and what if a resident had an emergency. The example that was talked about was if a homeowners house flooded and they needed a maintenance company to come in and clean up, that would be an emergency. Council was concerned if they moved forward with drafting an ordinance they want the wording to be clear and easy to understand. They also want to restrict work on all major holidays. The mayor said this would not eliminate a homeowner from mowing their yard on Sunday, a homeowner is not considered a landscape company.

Council was in agreement that they want to move forward with restricting hours and not working on major holidays for landscape contractors and maintenance contractors. Council decided not to pursue banning or restricting leaf blowers.

XII. CITY ADMINISTRATOR'S REPORT

A. Update on Planning and Zoning Commission Ordinance Review

Karen Glynn said the Planning and Zoning Commission continues to do ordinance review. They met in October and November and will meet again in February. Their goal is to come back to city council in March with their recommendations.

B. Update on Beautification Committee

Karen Glynn said the Beautification Committee has had two meetings. Councilwoman Rosenbaum said they do not like the name and wants to rename the committee to City Improvement or City Enhancement Committee. Councilwoman Rosenbaum said they are in the process of setting short term and long term goals. She also reported that they have been working diligently on the Tree Ordinance and have come up with a close version of what they want to propose but want the forester to look at it before they present it to city council.

C. Update on Opening of Frostwood Elementary School

Karen Glynn said the opening was a success. She said they are working on some modifications to the signal in hopes it will help things run even more smoothly.

D. Update on Bidding Landscape Contracts

Karen Glynn said they are hoping to finish up the specifications tomorrow and go out for bid in February and bring it back to city council in March.

XIII. ADJOURN

Motion was made by Loren Smith and seconded by Councilman Brown to adjourn the meeting at 7:29 p.m. Motion carried 5-0.

Approved and accepted on February 18, 2014.



JAY WILLIAMS, Mayor

ATTEST:



Kelly Johnson, City Secretary