

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, FEBRUARY 28, 2023 AT 6:00 P.M.
IN THE COUNCIL CHAMBERS OF CITY HALL
1025 CAMPBELL ROAD, HOUSTON, TEXAS**

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Council Members present, the Regular Meeting of the Spring Valley Village City Council was called to order by Mayor Vajdos at 6:01 p.m.

Members Present:

Mayor Marcus Vajdos
Mayor Pro Tem Allen Carpenter
Council Member Steve Bass
Council Member David Dominy
Council Member Joy McCormack (left at 7:58 p.m.)

Members Absent:

Council Member Bo Bothe

2. INTRODUCTIONS

Zachary Meadows, Director of Community Development
Jasmin Torres, City Secretary
Kristina Watson, Public Works Director
Brent Walker, City Treasurer
Carianne Riley, Assistant to the City Administrator
Loren Smith, City Attorney
Mark Schulze, Acting Police Chief
David Dixon, Police Commissioner

At this time, Mayor Vajdos asked Police Commissioner David Dixon to lead a prayer for City Administrator Julie Robinson.

3. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

None.

4. PUBLIC COMMENTS

At this time, any person with City-related business may speak to the Council. In compliance with the Texas Open Meetings Act, the City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

4.1.1 Laura Peachee, 1200 Anne Street, spoke regarding her concerns about the traffic flow on West Tex Drive and Campbell Road. She is requesting that a traffic study be completed because of the Kelsey Seybold building has caused a negative traffic pattern. Drivers are doing illegal U-turns and turning around by using residential driveways.

5. 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 will be considered separately.

- 5.1 Minutes for Regular Called City Council Meeting on January 24, 2023
- 5.2 Resolution 23-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 1 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND METROCITY FOR WINNINGHAM, CEDARSPUR, AND BURKHART PAVEMENT & UTILITY IMPROVEMENTS PROJECT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.
- 5.3 Approval of Pay Estimate No. 8 for Cedarspur, Burkhart, and Winningham (East of Voss) Pavement & Utility Improvements Project to MetroCity LLC In The Amount of \$ 87,452.31

Council Member Dominy made a motion to approve all items on the Consent Agenda, and Council Member Carpenter seconded the motion. Motion carried 4-0.

At this time, Mayor Vajdos asked that Agenda Item 10 be taken out of order. Council Member Carpenter motioned to have Agenda Item 10 taken out of order, and Council Member Bass seconded the motion. Motion carried 4-0.

10. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: January 2023 Police Department Staff Report (Chief Schulze):

1. Number of Calls for Service – 2,584
2. Number of Traffic Violations – 1,049
3. Burglary of motor vehicles – In the month of January 2023 there were 5 motor vehicle burglaries. Three of those burglaries were in the business district and of the two in the residential neighborhoods; they were contractors working in the City that had something taken from their vehicles while working. A GMC Sierra was also stolen from the 8500 Katy Freeway, the West Memorial Park Complex.
4. Home Safe – A program that would help residents that cannot communicate with first responders. This would require residents to set up information for the individual that isn't able to communicate and a photograph to identify the individual.

6. EXECUTIVE SESSION: The City Council Will Now Hold A Closed Executive Meeting Pursuant To The Provision Of Chapter 551, Government Code, Vernon's Texas Codes Annotated, In Accordance With The Authority Contained In:

- 6.1 Section 551.071. Consultation with Attorney regarding pending or contemplated litigation or a matter in which the duty of the City Attorney requires to be discussed in a closed meeting.
- 6.2 Section 551.074 – Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of the City Administrator.
- 6.3 Sec. 551.087 - Deliberation Regarding Economic Development Negotiations: (1) to

discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

Council adjourned into the Executive Session at 6:25 p.m.

7. RECONVENE

The City Council meeting reconvened at 7:57 p.m.

8. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters Discussed in Executive Session.

Council Member Carpenter made a motion to appoint Zachary Meadows as the Acting City Administrator effective immediately, and Council Member McCormack seconded the motion. Motion carried 4-0.

9. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ratifying Action of the Mayor in executing an Engagement Letter with Brown and Hoffmeister.

Mayor Vajdos explained that this engagement with Brown and Hoffmeister is to avoid a conflict of interest in the current dealings and issues ensuing with the Village Fire Department and the Village Fire Department Board. The current City Attorney, Loren Smith from Olson and Olson, is also the attorney for the City of Bunker Hill, who voted to terminate the Fire Chief. They are also the legal representative for five of the six Memorial Villages. The votes and actions ultimately decided by the other villages caused the termination of the Fire Chief, and the City was not in agreement with that stance. Council Bass made a motion to execute the Engagement Letter with Brown and Hoffmeister, and Council Member Carpenter seconded the motion. Motion carried 3-0.

OLD BUSINESS

11. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on January 25, 2023, and Any Special Meetings That May Have Occurred since January 25, 2023. (Mayor Pro-Tem Carpenter / Council Member Bothe)

Council Member Carpenter introduced Interim Fire Chief Howard Miller. Interim Fire Chief Miller then briefly synopsisized his career and experience. Interim Chief Miller also went into the details regarding his previously held position with the Village Fire Department as Battalion Chief and how and why he would not be able to serve in both roles. Council Member Carpenter then briefed the Council on the staffing changes and the now two open positions at the Fire Department.

Council Member Carpenter continued the discussion by briefing the Council on repairs or replacement to the roof that was improperly installed and is part of the existing structure for the Fire Department building. In addition, a replacement needs to happen for the annex building roof where the Fire Department dispatch area is also. The discussion continued with additional mentions of a budget amendment for \$350,000-\$380,000 that would account for

a miscalculation in salaries and a request to hire an additional dispatcher.

The Village Fire Department Board is executing a selection committee for potential Fire Chief candidates and would like Council Member Carpenter to serve on that committee. Council Member Carpenter then asked the Council if they approved his service on the selection committee, and Council was in agreement with this decision.

NEW BUSINESS

- 12. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2023-XX: AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 6, 2023 GENERAL CITY ELECTION ELECTED TO OFFICE; PROVIDING FOR THE INCORPORATION OF PREAMBLE; CANCELING THE MAY 6, 2023 GENERAL CITY ELECTION; PROVIDING A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

Mayor Vajdos read the Ordinance by caption only. Council Member Dominy made a motion to approve Ordinance No. 2023-02, and Council Member Carpenter seconded the motion. Motion carried 3-0.

- 13. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Reviewing Interlocal Agreement by and between City of Spring Valley Village and City of Hilshire for provision by Spring Valley Village for the provision of police and Municipal Court services.

Mayor Vajdos presented the review of the Interlocal Agreement with the City of Spring Valley Village and the City of Hilshire Village with concerns regarding Section 2, Paragraph B, specific to the use of police vehicles and vehicle maintenance and service. City Attorney Loren Smith recommended that either Acting City Administrator Zachary Meadows reach out to City Administrator of Hilshire Village, Cassie Stephens or that he would speak to their City Attorney Scott Bounds. Based on this discussion, Council Member Dominy and Council Member Bass requested that there be additional data pulled on the average maintenance costs over a five-year period and presented to City Council before any discussions with Hilshire Village.

- 14. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Briefing by City Staff:

1. Status of Cedarspur, Burkhart, Winningham (East of Voss)

Director of Public Works Kristina Watson informed the Council that this project is estimated to be complete at the end of April. MetroCity has started concrete removal, sub-grade forms, and pouring concrete in the last two phases of this project. At the beginning of May, they will begin final walk-throughs and punch lists.

2. Status of Cedarspur (West of Bingle) and Burkhart (East of Bingle)

Acting City Administrator / Community Development Director Zachary Meadows informed the Council that City Administrator Julie Robinson was reviewing the front-end bid documents. Public Works Director Kristina Watson and he will review the documents to get the project out to bid soon.

3. Status of Brighton Place Utilities and Pavement Improvements Project

Director of Public Works Kristina Watson informed the Council that City staff met with the engineers from CobbFendley to discuss the preliminary engineering report. She advised that items from that meeting would be addressed and brought to the Council during the Capital Improvements Plan Workshop in March. Currently, CobbFendley is at the 60% design phase and will wait for additional direction from the Council until after the March meeting.

4. Status of Bingle Road Road Diet

Ms. Watson advised that there is currently no update or change from the last update that was provided to the Council.

5. Update on Activities of Board of Adjustment

Mr. Meadows advised that there was a Board of Adjustments meeting on February 22, 2023, two items were discussed during the meeting, both of which did not gain approval. The first item was for a carport addition on Modiste Street; the second was an expansion of a non-conforming structure detached garage on Cedarspur Street.

Council Member Dominy asked about the culmination of construction on 1213 Tamy Lane and any renovation plans for Tamy Lane near the pedestrian bridge. Acting City Administration stated that he was aware of conversations between City Administrator Julie Robinson and Public Works Director Kristin Watson. Ms. Robinson was looking to review this issue during the Capital Improvement Plan Workshop in March. Council Member Dominy stated he would like to see a plan for the beautification of Tamy Lane. Mayor Vajdos then recommended “Grasscrete” for that area as the use of which was successfully done near the Pech Road pedestrian bridge.

In addition to the bridge improvements on Tamy Lane, Mr. Meadows advised the Council that the owner of 1213 Tamy Lane and 1214 Campbell Road had a Board of Adjustment application pending for the fence adjacent to Campbell Road, this was originally denied by the Board of Adjustments, however the applicant has filed for reconsideration of the request.

Mayor Vajdos also asked that about a missing streetlight on Cedarspur Drive. Acting City Administrator Zachary Meadows advised that Public Works Director, Kristina Watson, was actively working on this with Verizon, as its removal was related to the cell node agreement.

Council Member Bass asked about the work that was approved with the Right-of-Way off Hilldale Street, as he believes that the work that was completed was not to the satisfaction of what was agreed upon. Mr. Meadows advised that he and Ms. Watson would look into it to be rectified.

16. **ADJOURNMENT**

Council Member Dominy made a motion to adjourn the meeting at 8:43 p.m., and Council Member Carpenter seconded the motion. Motion carried 3-0.

Signed: M. Vajdos
Marcus Vajdos
Mayor

Attest: J. Torres
Jasmin Torres
City Secretary

