

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, MARCH 24, 2020 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 Ramsey at 6:00 p.m.

Members Present:

Mayor Tom Ramsey
Mayor Pro Tem Allen Carpenter
Council Member David Dominy
Council Member Tom Donaho (via teleconference)
Council Member Joy McCormack
Council Member Marcus Vajdos

Members Absent:

None

2. INTRODUCTIONS

Julie M. Robinson, City Administrator (via teleconference)
Lloyd Evans, Police Chief (via teleconference)
Roxanne Benitez, City Secretary
Pat Riley, Public Works Director
Michelle Yi, City Treasurer
Zachary Meadows, Director of Community Development
Matthew Hitt, Assistant to the City Administrator
David Dixon, Police Commissioner
Loren Smith, City Attorney

3. PROCLAMATIONS / ANNOUNCEMENTS/ APPOINTMENTS

None.

4. PUBLIC COMMENTS

None.

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 City Council Meeting on February 25, 2020

5.2 Resolution No. 20-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING FIRST AMENDMENT TO THE SECOND AMENDED AND RESTATED

CONGESTION MITIGATION/TRAFFIC MANAGEMENT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE AND THE METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY (“METRO”); PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE FIRST AMENDMENT TO THE SECOND AMENDED AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.

- 5.3 Approval of Pay Estimate No. 3 (Final) for Spring Valley Village Park Renovation Phase II Landscape Improvements Project to Jerdon Enterprises, L.P. in the Amount of \$34,036.94

Council Member Dominy made a motion to approve all items on the Consent Agenda, and Council Member Carpenter seconded the motion. Motion carried 5-0.

OLD BUSINESS

6. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** February 2020 Police Department Staff Report (Chief Evans):

Chief Evans provided the report.

1. Number of Calls for Service – 1,167
2. Number of Traffic Violations – 464
3. Number of K-9 Deployments – 111
4. Other Activities of the Police Department

Chief Evans advised that there were more officers on patrol in response to COVID-19. Commissioner Dixon advised that the Harris County jail issued a mass release of several hundred inmates also in response to COVID-19.

7. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of Village Fire Department Commissioners Meetings held on February 26, 2020 and March 18, 2020. (Council Member Carpenter / Mayor Ramsey)

Mayor Pro Tem Carpenter advised that the Commissioners meeting for March 25 was cancelled and added that he, Chairman Nash, and Chief Foster, were working on the budget for the Village Fire Department. He also advised that some of the first responders were not given notice regarding residents who had been exposed to COVID-19 and were under quarantine. Mayor Pro Tem Carpenter advised that Chief Foster asked for feedback from the Council regarding this situation. He also advised that the Village Fire Department recently adopted protocols in response to COVID-19.

8. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Planning and Zoning Commission Meeting of March 10, 2020. (Council Member Vajdos / City Attorney Loren Smith)

City Attorney Loren Smith advised that a presentation regarding a potential project was given, and added that agenda item numbers 15 and 16 were discussed and recommended for approval at the March 10 Planning & Zoning Commission meeting.

9. **BRIEFING, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Status of Professional Office Building Development on the Northwest Corner of Campbell Road and the I-10 Feeder Road. (Richard Barbles, Stream Realty)

Richard Barbles with Stream Realty advised that, since the last time he appeared before the City Council in October 2019, he has been working on securing tenants for this project since their anchor tenant fell through last year. He also advised that he was in negotiations with four prospective tenants and would need four tenants prior to breaking ground. Mr. Barbles requested an extension until the end of the year. It was the consensus of the City Council to extend the deadline to break ground on the project to December 31, 2020. In the event that the project has not broken ground by the new deadline, Mr. Barbles would be required to provide a status on the project to the City Council in January of 2021.

10. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: City Update Concerning COVID-19.

There was discussion concerning the various steps taken by City Staff and the Police Department to respond to COVID-19. . No direction concerning additional steps was provided.

11. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance Number 2020-XX - AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE DECLARING A PUBLIC HEALTH EMERGENCY AND EXTENDING THE DISASTER DECLARATION OF THE CITY COUNCIL ON MARCH 19, 2020; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ramsey read the Ordinance by caption only. Council Member Dominy made a motion to approve Ordinance No. 2020-09, extending the disaster declaration until April 28, 2020, and Council Member Carpenter seconded the motion. Motion carried 5-0.

NEW BUSINESS

12. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Presentation and Acceptance of Fiscal Year 2018-2019 Audited Comprehensive Annual Financial Report Prepared by Belt, Harris Pechacek, LLLP, Certified Public Accountants. (Robert Belt, Belt Harris Pechacek LLLP)

Robert Belt, Managing Partner with Belt, Harris, Pechacek, LLLP, presented the 2018-2019 Comprehensive Annual Financial Report. Council Member Vajdos made a motion to accept the Fiscal Year 2018-2019 Audited Comprehensive Annual Financial Report prepared by Belt, Harris Pechacek, LLLP, Certified Public Accountants as presented, and Council Member McCormack seconded the motion. Motion carried 5-0.

13. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution No. 20-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROPOSAL FOR SAFETY AND MOBILITY STUDY FOR SPRING VALLEY VILLAGE, TEXAS, TO BE CONDUCTED BY TRAFFIC ENGINEERS, INC. THROUGH IDS ENGINEERING GROUP; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING IDS ENGINEERING GROUP TO EXECUTE SUCH PROPOSAL ON BEHALF OF THE CITY OF SPRING VALLEY VILLAGE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ramsey read the Resolution by caption only. Council Member McCormack made a motion to approve Resolution Number 20-09, and Council Member Vajdos seconded the motion. Motion carried 5-0.

14. BRIEFING AND DISCUSSION CONCERNING: City and Homeowners Association Authority Regarding Development.

Mayor Ramsey advised that there had been a request from a homeowners association to enforce their deed restrictions that resulted in this item being placed on the agenda. There was discussion concerning the request and the provisions of the Texas Open Records Act related to requests for building plans that have been copyrighted. City Attorney Loren Smith advised that the Texas Local Government Code prohibits cities from enforcing or getting involved with homeowners associations and deed restrictions.

15. CONDUCT A PUBLIC HEARING CONCERNING: Ordinance No. 2020-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS BY DELETING SECTION 05:03, BUILDING MATERIALS AND ARCHITECTURAL STANDARDS, OF EXHIBIT “A” OF CHAPTER 12 PLANNING AND ZONING, OF THE CODE OF ORDINANCES; PROVIDING FOR THE INCORPORATION OF PREAMBLE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, A SAVINGS CLAUSE AND AN EFFECTIVE DATE.

Mayor Ramsey opened the Public Hearing at 7:29 p.m.

A. Presentation of Proposed Ordinance

City Attorney Loren Smith presented the ordinance and advised that the purpose of the ordinance was to comply with recent legislative changes.

B. Those In Favor

None.

C. Those Opposed

None.

D. Adjourn Public Hearing

Mayor Ramsey adjourned the Public Hearing at 7:32 p.m.

16. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance No. 2020-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS BY DELETING SECTION 05:03, BUILDING MATERIALS AND ARCHITECTURAL STANDARDS, OF EXHIBIT “A” OF CHAPTER 12 PLANNING AND ZONING, OF THE CODE OF ORDINANCES; PROVIDING FOR THE INCORPORATION OF PREAMBLE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF THIS ORDINANCE WITH EACH DAY CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, A SAVINGS

CLAUSE AND AN EFFECTIVE DATE.

Mayor Ramsey read the Ordinance by caption only. Council Member Dominy made a motion to approve Ordinance No. 2020-10, and Council Member Carpenter seconded the motion. Motion carried 4-1, with Council Member Vajdos voting Nay.

17. BRIEFING AND DISCUSSION CONCERNING: Status of Plan Review Processes and Timeframes.

Director of Community Development Zachary Meadows provided the Council with an overview of the City's plan review processes. The department is keeping up with the demand for sub-contractor permits, such as electrical, plumbing, and mechanical, which are usually processed on the same or following day. In the time he has been with the City, for the turnaround time for BBG, the City's plan review contractor, to review plan submittals averages five to seven business days with some larger projects taking longer to review. Mr. Meadows advised that the City had retained Gessner Engineering to review drainage plans and, over the last few months, the turnaround time would fluctuate and eventually ended up being three to four weeks which is unacceptable. Discussions with Gessner Engineering about the review times did not result in improvements, so the City Administrator authorized him to contact Cobb Fendley & Associates for a proposal to perform on-call drainage plan reviews, and he has received a proposal that will be reviewed this month.

18. DISCUSSION AND DIRECTION CONCERNING: Possible Mobile App for City Website.

As directed by the City Council during the December 2019 meeting, Assistant to the City Administrator Matthew Hitt advised that he had researched various options for a City mobile application. There are two companies that could provide a City mobile app, Civic Plus and Tyler Technologies. While the mobile app that could be provided by Civic Plus is a good option, it does not have the capability to interface with the City's utility billing software and, consequently, residents would not be able to pay their utility bill through the mobile app. On the other hand, Tyler Technologies could provide a mobile app that would have the same capabilities as the City website, including paying utility bills, and gave the City of Jersey Village's mobile application as a visual example. The cost for the Civic Plus mobile app is a one-time implementation fee of \$6,000 and \$6,000 annually, and the cost for the Tyler Technologies mobile app is a one-time implementation fee of \$3,000 and \$6,000 annually. After discussion, it was the consensus of the City Council was to proceed with using Tyler Technologies to develop a City mobile app.

19. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Briefing by City Administrator:

1. Status of Hilldale, Bade & Cardwell Paving and Utility Improvements Project

Public Works Director Pat Riley provided an update for the Council and advised that the project was almost complete. He and the City Administrator will be meeting with the contractor and Binkley & Barfield on March 26 to work toward resolving outstanding issues.

2. Status of New Production Well

Public Works Director Pat Riley advised that a rig was set up to clean the screens on the well which would not cause a significant amount of noise.

3. Status of Lone Star Drive, West Tex Drive, Loeser Drive, and Traweek Paving and Utility Improvements Project

Public Works Director Pat Riley advised that the project design was 90% complete and anticipated receiving the plans and specifications no later than next week.

4. Status of Green Valley Drive and Winningham Lane Paving and Utility Improvements Project

Public Works Director Pat Riley advised that the project design was 90% complete and anticipated receiving the plans and specifications soon.

20. **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:

- 20.1 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 closed meeting.

The City Council did not convene into Executive Session.

21. **RECONVENE**

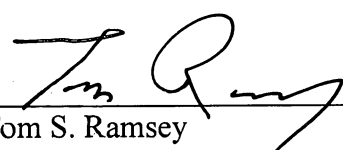
22. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters Discussed in Executive Session.

No action was taken.

23. **ADJOURNMENT**


Council Member Carpenter made a motion to adjourn the meeting at 8:01 p.m., and Council Member Dominy seconded the motion. Motion carried 5-0.

Signed:



Tom S. Ramsey
Mayor

Attest:



Roxanne Benitez, TRMC, CPM, CMCC
City Secretary