

**MINUTES OF THE REGULAR CITY COUNCIL MEETING  
CITY OF SPRING VALLEY VILLAGE, TEXAS  
TUESDAY, APRIL 25, 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 6:03 p.m.

Members Present:

Mayor Marcus Vajdos  
Mayor Pro Tem Allen Carpenter  
Council Member Steve Bass  
Council Member Bo Bothe  
Council Member David Dominy  
Council Member Joy McCormack

Members Absent:

None.

**2. INTRODUCTIONS**

Zachary Meadows, Acting City Administrator / 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

**3. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN**

3.1 Municipal Clerks Week

Mayor Vajdos read the proclamation aloud and declared April 30 – May 6, 2023, Municipal Clerks Week in Spring Valley Village.

3.2 Police Week

Mayor Vajdos read the proclamation aloud and declared May 15-21, 2023, Police Week in Spring Valley Village.

3.3 Public Works Week

Mayor Vajdos read the proclamation aloud and declared May 21-27, 2023, Public Works Week in Spring Valley Village.

**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 Jennifer Finch, Branch Manager for the Spring Branch Memorial Branch Library, was in attendance.
- 4.1.2 Grayson Hilburn, Field Representative for Congressman Wesley P. Hunt was in attendance.

**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 Special Called City Council Meeting on March 28, 2023
- 5.2 Minutes for Regular Called City Council Meeting on March 28, 2023
- 5.3 Resolution Number 23-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS SUSPENDING THE MAY 1, 2023 EFFECTIVE DATE OF THE PROPOSAL BY CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS – HOUSTON DIVISION, TO IMPLEMENT INTERIM GRIP RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2022 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.
- 5.4 Resolution Number 23-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC’S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY’S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.
- 5.5 Approval of Pay Estimate No. 10 for Cedarspur, Burkhart, and Winningham (East of Voss) Pavement & Utility Improvements Project to MetroCity LLC In The Amount of \$119,473.51.
- 5.6 Resolution Number 23-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE TEXAS, AUTHORIZING THE MAYOR TO EXECUTE SETTLEMENT RELEASE DOCUMENTS WITH ALLERGAN, CVS, WALGREENS, AND WALMART AS ADDITIONAL SETTLING PARTIES WITHIN THE NATIONAL OPIOID SETTLEMENT PARTICIPATION PREVIOUSLY AUTHORIZED BY THE CITY.

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:** March 2023 Police Department Staff Report (Chief Schulze):
1. Number of Calls for Service – 3,753
  2. Number of Traffic Violations – 1,162
  3. Acting Chief Schulze addressed the Memorandum of Understanding from the Greater Harris County 9-1-1 Emergency Network and questions received regarding our partnership and continued service. He explained that the partnership is shared between Spring Valley Village and Hedwig Village and is renewed every one to three years. This gives Spring Valley Village and Hedwig Village the ability to transfer calls to one another as needed.
7. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Village Fire Department Commissioners Meeting on March 22, 2023, and Any Special Meetings That May Have Occurred since March 22, 2023. (Mayor Pro-Tem Carpenter / Council Member Bothe)

Council Member Carpenter introduced Interim Fire Chief Miller and EMS Coordinator Captain Kendall. Interim Chief Miller presented his Chief's report to Council. Interim Chief Miller hopes that one of the new ambulances is available during the next Council meeting to be able to show the Council. There have been 10 fire incidents, 22 EMS incidents in Spring Valley, and 0 non-emergency incidents with a total of 32 incidents. The average response time is 4 minutes and 7 seconds. Currently, the fire department is going through its annual audit which they anticipate to have more details for the May Fire Commission Meeting and working on the 2024 budget as well. The department is currently updating its ISO grading which will be on May 16<sup>th</sup> after having had the consultant come out and provide feedback and all to help maintain their class 1 status. The roof replacement is still currently pending and the annex roof is also pending to be voted on as well for replacement or repair.

## NEW BUSINESS

8. **PRESENTATION, BRIEFING, AND DISCUSSION CONCERNING:** Property Values In The City of Spring Valley Village Including, But Not Limited To, Historical Value Trends, Property Tax Revenue Changes, And Litigated Properties For The Last Ten Years. (Jason Cunningham, Harris County Appraisal District)

Jason Cunningham, Deputy Chief Appraiser for the Harris County Appraisal District, appeared before the Council. Mr. Cunningham gave a PowerPoint presentation regarding property tax history, revenue changes, and historical value trends for the City of Spring Valley Village.

9. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Village Fire Department (VFD) FY 2023 Budget Amendments.

Council Member Carpenter briefed the Council regarding the budget amendments for the Village Fire Department. The first amendment obtained unanimous approval by the Board of Commissioners during their regular called meeting on February 22, 2023. The amendment approved was to increase the 2023 budget line item for vehicle expenditures from \$220,000

to \$400,000, which will also include some additional equipment for the ambulances that have been purchased but were not originally included. At this time, Captain Kendall of the Village Fire Department spoke in greater detail to the Council about the power lift system to be purchased for the ambulances, which is the component that was not included in the cost estimate originally. This amendment would not increase the assessment to Spring Valley Village and will be funded from money in the Capital Replacement line item. The second amendment was unanimously approved by the Board of Commissioners during a special called meeting on March 2, 2023. This amendment approved increasing the 2023 budget line items for the computer radio equipment from \$29,000 to \$100,000 and the protective gear from \$55,000 to \$125,000. The third amendment was approved by the Board of Commissioners during the March 22, 2023, regular meeting to increase the line item, *contingency facility*, from \$16,000 up to \$200,000 for the completion of a roof retrofit on the Annex of the Fire Station. The total of these three budget line item amendments is \$325,000 and will increase the City's assessment total to \$38,018.24. This amount will come from the General Fund, Fund Balance.

Council Member Dominy made a motion to approve the amendments as presented, and Council Member McCormack seconded the motion. Motion carried 5-0.

**10. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Proposed Fiscal Year 2023-2024 Budget Calendar.

Acting City Administrator Zachary Meadows advised that the budget process had begun and requested feedback from the Council regarding meeting and workshop dates as outlined in the Proposed Fiscal Year 2023-2024 Budget Calendar. Mr. Meadows brought special attention to the August Special meeting as that would be the only one that would not be scheduled during a regular meeting to propose the tax rate. Mayor Vajdos and Council asked for City staff to check on the July date to make sure there would be a quorum.

After a brief discussion, Council Member McCormack made a motion to approve the proposed fiscal year 2023-2024 Budget Calendar as presented, and Council Member Bass seconded the motion. Motion carried 5-0.

**11. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2023-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX “A” THEREOF SECTION 6.003 AND SUBSTITUTING THEREFOR A NEW SECTION 6.003; ESTABLISHING A SCHEDULE OF FEES FOR POTABLE WATER; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

Mayor Vajdos read the Ordinance by caption only. After a brief discussion, Council Member McCormack made a motion to approve Ordinance No. 2023-04, and Council Member Carpenter seconded the motion. Motion carried 5-0.

**12. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2022-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY DELETING FROM APPENDIX "A" THEREOF SECTION 6.004; ESTABLISHING A SCHEDULE OF FEES FOR SANITARY SEWER SERVICES; AND REPEALING ALL OTHER ORDINANCES OR

PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH.

Mayor Vajdos read the Ordinance by caption only. After a brief discussion, Council Member Dominy made a motion to approve Ordinance No. 2023-03, and Council Member Carpenter seconded the motion. Motion carried 5-0.

- 13. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 23-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN ENGAGEMENT LETTER FOR AUDIT SERVICES BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND BELT HARRIS PECHACEK, LLC FOR FISCAL YEARS 2023 AND 2024; 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.

Mayor Vajdos read the Resolution by caption only. Council Member Dominy made a motion to approve Resolution No. 23-11, and Council Member Carpenter seconded the motion with a recommendation from the Council to go out for new auditing services after this fiscal year's engagement letter. Motion carried 5-0.

- 14. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Appointment of Alternate Commissioner to Village Fire Department Commission.

Following discussion, Council Member Bass made a motion to appoint incoming Council Member John Lisenby to fill the position of Alternate Commissioner to the Village Fire Department Commission, and Council Member Carpenter seconded the motion. Motion carried 5-0.

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

1. Status of Cedarspur, Burkhart, Winningham (East of Voss) Paving & Utility Improvements Project

Director of Public Works Kristina Watson informed Council that all paving for this project should be complete by the end of April and the project is scheduled to be substantially complete by mid-May. Council Member Dominy asked for an emphasis on the clean-up to Voss Road once the project has been completed.

2. Status of Cedarspur (West of Bingle) and Burkhart (East of Bingle) Paving & Utility Improvements Project

Director of Public Works Kristina Watson informed Council that this project opened for bid at the end of March and the deadline to receive the bids is Friday, April 28<sup>th</sup>. Ms. Watson anticipates having this on the May Council Agenda for contract award. At this time, about 62 contractors have pulled and viewed the plans.

3. Status of Brighton Place Paving & Utility Improvements Project

Ms. Watson informed Council that CobbFendley communicated to City staff a few locations where large trees in the road right-of-way are above the current storm sewer system. Their recommendation for tree preservation is to abandon those sections of the storm sewer system in place. Per the discussion from the Capital Improvement Projects

Meeting in March, CobbFendley is also amending plans to only pipe burst sewer sections that were not included in the previous sewer project. An updated cost estimate can be expected at the beginning of May during the delivery of the 60% design phase.

4. Status of Krist Drive Outfall Rehabilitation

Director of Public Works Kristina Watson informed Council that this project opened for bid on April 5<sup>th</sup> and the deadline for bids is May 5<sup>th</sup>. It is anticipated that it will be on the May Council Agenda for contract award. A site visit was offered to contractors for pre-bid and there was one contractor that showed up for the site visit.

5. Solid Waste Collection RFP

Acting City Administrator Zachary Meadows asked Council for their direction based on previous conversations in November of 2022 about the Solid Waste Collection contractor GFL. It was the direction from Council for City staff to go out for a bid for solid waste services.

6. Kelsey-Seybold Traffic Concerns

Director of Public Works Kristina Watson informed Council that the Public Works staff installed two signs directing traffic and giving better visibility to the entrance of Kelsey-Seybold. One was installed on the I-10 feeder road and the other off Campbell Road. Public Works staff has hired Lone Star Pavement to do the re-striping on Campbell Road and it is estimated to begin the first week of May, weather permitting.

**16. 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:

16.1 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.

16.2 Section 551.074 – Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of the Police Chief.

Council adjourned into the Executive Session at 7:24 p.m.

**17. RECONVENE**

The City Council meeting reconvened at 9:37 p.m.

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

None.

**19. ADJOURNMENT**

Council Member Carpenter made a motion to adjourn the meeting at 9:37 p.m., and Council Member Bothe seconded the motion. Motion carried 5-0.

