

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, APRIL 27, 2021 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 6:05 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro-Tem Allen Carpenter (by video conference)

Council Member David Dominy (by video conference) (arrived at 6:06 p.m.)

Council Member Tom Donaho

Council Member Joy McCormack (by video conference from 6:13 p.m. to 6:46 p.m., in person from 6:46 p.m. until adjournment)

Members Absent:

Council Member Bo Bothe

2. INTRODUCTIONS

Julie M. Robinson, City Administrator

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

Loyd Evans, Police Chief (by video conference)

Mark Schulze, Police Captain

David Dixon, Police Commissioner

Loren Smith, City Attorney

3. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

3.1 Police Week Proclamation

Mayor Vajdos read the proclamation aloud and declared May 9-15, 2021 as Police Week in Spring Valley Village.

3.2 Public Works Week Proclamation

Mayor Vajdos read the proclamation aloud and declared May 16-22, 2021 as 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 Matt Marchiano, who lives at 1421 Cedarbrook Drive, requested the installation of

additional markings and signage with flashing lights in school zone areas.

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 23, 2021
- 5.2 Minutes for Regular City Council Meeting on March 23, 2021
- 5.3 Resolution Number 21-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 2021 AND 2022; 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.
- 5.4 Resolution Number 21-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROPOSAL FOR CONSTRUCTION OBSERVATION AND CONSTRUCTION MATERIAL TESTING SERVICES FOR THE REPLACEMENT OF GROUND STORAGE TANK #2 BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND IDS ENGINEERING GROUP; 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.
- 5.5 Resolution Number 21-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROPOSAL FOR CONCRETE RAISING SERVICES BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND CONCRETE RAISING CORPORATION OF TEXAS; 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.
- 5.6 Approval of Pay Estimate No. 6 for Green Valley Drive & Winningham Lane Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$151,689.56
- 5.7 Approval of Village Fire Department FY 2021 Budget Amendment for Construction Budget for the Village Fire Station Facility Renovations Project.

Council Member Carpenter made a motion to approve all items on the Consent Agenda, excluding item 5.7, and to remove agenda item 5.7 for discussion, and Council Member Dominy seconded the motion. Motion carried 4-0.

Council Member Carpenter advised that agenda item 5.7 was in regards to issues discovered during the Village Fire Department renovation once walls were removed. He also advised that funds were needed as the construction contingency had been exhausted, and added that he would seek direction from the other Villages regarding other funding mechanisms.

After a brief discussion, Council Member Carpenter made a motion to approve agenda item 5.7, and Council Member Dominy seconded the motion. Motion carried 4-0.

OLD BUSINESS

6. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: March 2021 Police Department Staff Report (Chief Evans):

Captain Schulze provided the report on behalf of Chief Evans.

- 1. Number of Calls for Service – 2,713
- 2. Number of Traffic Violations – 2,257
- 3. Number of K-9 Deployments – 129

7. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Activities of the Village Fire Department Commissioners Meeting on March 24, 2021 and Any Special Meetings That May Have Occurred since March 24, 2021. (Mayor Pro-Tem Carpenter / Council Member Bothe)

Mayor Pro-Tem Carpenter advised that the Board had begun budget sessions and will continue to discuss ambulance reimbursement funds and the option of the Village Fire Department retaining those funds permanently. He also provided an update regarding the Village Fire Department renovation project and advised that the project was going well.

8. DISCUSSION AND POSSIBLE DIRECTION CONCERNING: COVID-19 Reopening Plans.

City Administrator Julie Robinson advised that one of the main reasons the City had not reopened to the public yet was due to the Municipal Court, which requires approval of a Court re-opening plan by the Harris County Administrative District Judge. The citation software systems are currently being modified to accommodate in-person court settings. Ms. Robinson advised that Staff is working to bring back Movie Nights sometime during the summer, hold some type of Fall event, and continue the annual Holiday Lights contest. She also advised that she had spoken with Pastor Rick Minett at Grace Community Church – Houston and they have chosen not to continue the Christmas in the Park event and that she was unsure if there would be a 4th of July event this year.

NEW BUSINESS

9. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number 21-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A SWITCHVOX PHONE SYSTEM IMPLEMENTATION AND SUPPORT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND BEMA INFORMATION TECHNOLOGY LLC; 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. Assistant to the City Administrator Matthew Hitt briefed the Council on the proposed phone system, implementation plan, and agreement. City Administrator Julie Robinson advised that funds were available in the General Fund Fund Balance for this expenditure. There was discussion concerning the total implementation costs, which included an early termination fee that could be charged by ESI. It was the direction of the Council to have City Administrator Julie Robinson contact ESI regarding the early termination fee since there were defects in the service provided by ESI. Following discussion, Council Member Carpenter made a motion to approve Resolution No. 21-13, implementing the agreement with BEMA Information Technology LLC in the amount of \$26,444.89, and Council Member Donaho seconded the motion. Motion passed 4-0.

- 10. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the Purchase of a Mobile Diesel Generator from Generac Power Systems, Inc. in the Amount of \$71,450.68.

After a brief discussion, Council Member Donaho made a motion to approve the purchase of a mobile diesel generator from Generac Power Systems, Inc. in the amount of \$71,450.68 to be funded out of the General Fund Fund Balance, and Council Member Carpenter seconded the motion. Motion carried 4-0.

- 11. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2021-XX – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, BY AMENDING SECTION 3.001 RESIDENTIAL BUILDING AND CONSTRUCTION FEE SCHEDULE OF APPENDIX “A”, SCHEDULE OF FEES, FOR THE CITY OF SPRING VALLEY VILLAGE BY ESTABLISHING A NEW FEE FOR BUILDING PERMIT (DRIVEWAY/FLATWORK) CONSTRUCTION; 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. 2021-10, and Council Member Donaho seconded the motion. Motion carried 4-0.

- 12. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Proposed Fiscal Year 2021-2022 Budget Calendar.

City Administrator Julie Robinson 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 2021-2022 Budget Calendar. She also advised that Staff anticipates large fluctuations. Mayor Vajdos suggested keeping all costs, excluding personnel costs, flat, and added that he would like to decrease the property tax rate. Ms. Robinson advised that those items would be discussed during the budget policy assumptions workshop on May 25, 2021. After a brief discussion, Council Member McCormack made a motion to approve the proposed fiscal year 2021-2022 Budget Calendar as presented, and Council Member Donaho seconded the motion. Motion carried 4-0.

- 13. 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:

- 13.1 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.
- 13.2 Section 551.072. Deliberation Regarding Real Property: Discussion To Deliberate The Purchase, Exchange, Lease, Or Value Of Real Property If Deliberation In An Open Meeting Would Have A Detrimental Effect On The Position Of The Governmental Body In Negotiations With A Third Person.
- 13.3 Section 551.076. Deliberation Regarding Security Devices Or Security Audits: Discussion to Deliberate The Deployment, Or Specific Occasions For Implementation, Of Security Personnel Or Devices Or A Security Audit.

Council adjourned into the Executive Session at 7:01 p.m.

14. RECONVENE

The City Council meeting reconvened at 7:25 p.m.

- 15. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 21-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROPOSAL FOR ENGINEERING SERVICES FOR THE CEDARSPUR STREET (WEST OF BINGLE), BURKHART ROAD (EAST OF BINGLE) AND BURKHART DRIVE (ADJOINING BURKHART ROAD) PAVING & UTILITY IMPROVEMENTS PROJECT (“PROPOSAL A”) OR APPROVING AN ALTERNATE PROPOSAL FOR ENGINEERING SERVICES FOR ONLY THE CEDARSPUR STREET (WEST OF BINGLE) AND BURKHART ROAD (EAST OF BINGLE) PAVING & UTILITY IMPROVEMENTS PROJECT (“PROPOSAL B”) BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND GESSNER ENGINEERING; 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 McCormack made a motion to approve Resolution No. 21-14 with Proposal A, and Council Member Carpenter seconded the motion. Motion passed 4-0.

- 16. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Proposal for Access Control and Camera System for City Hall and Police Building from Design Security Controls, LLC (DSC) in the Amount of \$132,733.98.

Council Member Dominy made a motion to approve the proposal for access control and camera system for City Hall and Police Building from Design Security Controls, LLC (DSC) in the amount of \$132,733.98, and Council Member McCormack seconded the motion. Motion carried 4-0.

- 17. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Briefing by City Administrator:

1. Status of New Production Well

Public Works Director Pat Riley advised that some supplies have been received and are currently being installed.

2. Status of Loeser, Traweek, Lone Star and W. Tex Paving and Utility Improvements Project

Public Works Director Pat Riley advised that the contractor has advised the City that there have been price increases for utility pipe. Consequently, we are holding the start of construction until we have a better idea of anticipated price increases.

3. Green Valley Drive & Winningham Lane (West of Voss) Roadway, Drainage and Utility Improvements 2020

Public Works Director Pat Riley advised that the project is on time and 85% complete.

4. Status of Cedarspur, Burkhardt & Winningham Pavement & Utility Improvements Project

Public Works Director Pat Riley advised that the project is currently in design with Binkley & Barfield, Inc. locating pipelines.

5. Status of Replacement of Ground Storage Tank #2 Project

Public Works Director Pat Riley advised that the plans are 90% complete.

6. Status of Intersection Improvements for Westview Drive and Voss Road/Bracher Street

City Administrator Julie Robinson advised that stop signs with lighting were recently installed by Public Works Staff. Ms. Robinson also advised that, after the March 23, 2021 Capital Projects Council Workshop, she and Mr. Riley learned that the estimate of \$10,000 provided by Traffic Engineers, Inc. for the in-pavement stop bar lights that they recommended was incorrect and incomplete. TEI had only provided an estimate for the cost of materials instead of a total cost for the implementation of their recommendation which ranges from \$29,00 - \$37,000. She requested direction from the Council concerning whether they wished to proceed with the in-pavement stop bar lights now that we have been provided with an estimate for turnkey installation. After discussion, it was the direction of the Council not to proceed with the in-pavement stop bar lights at this time because of the significant and substantive difference between the quote provided by TEI in the recommendation to the Council (which was only for materials) and the actual cost for installation and materials.

7. Update to 2018 Pay Classification Structure

City Administrator Julie Robinson advised that, as directed by the Council in 2018, the Pay Classification Structure is currently being updated, with the biggest concern being Police and Public Works personnel.

18. ADJOURNMENT

Council Member Donaho made a motion to adjourn the meeting at 7:42 p.m., and Council Member McCormack seconded the motion. Motion carried 4-0.

Signed:



Marcus Vajdos

Mayor

Attest:



Roxanne Benitez, TRMC, CPM, CMCC

City Secretary