

**MINUTES OF THE REGULAR CITY COUNCIL MEETING  
CITY OF SPRING VALLEY VILLAGE, TEXAS  
TUESDAY, MAY 23, 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 6:00 p.m.

Members Present:

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

Members Absent:

Council Member David Dominy

**2. PLEDGE OF ALLEGIANCE**

- 2.1 American Flag
- 2.2 Texas Flag

Colton Lane led the City Council, City staff, and visitors in the Pledge of Allegiance to the American and Texas Flags.

**3. 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  
Tom Ramsey, City Attorney  
Mark Schulze, Police Chief  
David Dixon, Police Commissioner  
Justin Lane, Police Captain  
Bree Perrin, Municipal Court Judge

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

4.1 Administer Oaths of Office

- Council Member Steve Bass

Judge Perrin administered the oath of office to Council Member Bass.

- Council Member David Dominy
- Council Member John Lisenby

Judge Perrin administered the oath of office to Council Member Bass.

- Chief of Police Mark Schulze

Mayor Marcus Vajdos administered the oath of office to Chief of Police March Schulze.

#### 4.2 Presentation to Bo Bothe

Mayor Vajdos made a presentation of a plaque to outgoing Council Member Bo Bothe thanking him for his time and service on City Council.

At this time, Police Commissioner David Dixon invited Pastor Rick Minnett of Grace Community Church Houston to pronounce an invocation for the meeting.

Commissioner Dixon then asked Captain Justin Lane, Sergeant Alberto Menchaca, Detective Sergeant Carlos Menchaca, Detective Sergeant Clay Spriggs, Officer Jessie Maldonado, Officer Robert Moore, and Chief Schulze to come forward to receive their recognition award for their assistance in the abandoned vehicle situation on April 23, 2023.

Commissioner Dixon also made the introduction of new officer Ruben Leal that comes from the Austin County Sheriff's Office with ten years as a police officer.

### 5. 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.**

None.

### 6. 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.

6.1 Minutes for Regular Called City Council Meeting on April 25, 2023

6.2 Minutes for Special Called City Council Meeting on May 2, 2023

6.3 Minutes for Special Called City Council Meeting on May 17, 2023

6.4 Approval of Pay Estimate No. 11 for Cedarspur, Burkhardt, and Winningham (East of Voss) Pavement & Utility Improvements Project to MetroCity LLC In The Amount of \$65,380.45.

6.5 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 INTERLOCAL AGREEMENT FOR TAX ASSESSMENT AND COLLECTION SERVICES BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AND SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.

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

### **OLD BUSINESS**

**7. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** April 2023 Police Department Staff Report (Chief Schulze):

The Police Department Staff Report and updates for this meeting were given by Commissioner David Dixon

1. Number of Calls for Service – 3,089
2. Number of Traffic Violations – 806
3. Sergeant Menchacha, Sergeant Wood, Sergeant Clawson, and Corporal McClain attended and completed a critical incident management course and the other department supervisors will follow receiving the same training soon.

**8. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Village Fire Department Commissioners Meeting on April 26, 2023, and Any Special Meetings That May Have Occurred since April 26, 2023. (Mayor Pro-Tem Carpenter / Council Member Lisenby)

Council Member Lisenby spoke of the two major issues addressed at the last Village Fire Department Commissioners Meeting which were the current budget issues and the continuing roof issues. The goal in regard to the budget going forward is to have all issues addressed upfront and not have to go back and make any changes. While the goal is to have the finalized budget at the next meeting, Council Member Lisenby stated that there are still a few things that will need to be addressed.

**9. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Planning & Zoning Commission Meeting of May 16, 2023. (City Attorney Loren Smith)

City Attorney Ramsey briefed Council regarding the items that were on the May 16, 2023, Planning & Zoning Commission Meeting which were (1) An additional ground sign for Kelsey-Seybold and (2) Overall changes to the City of Spring Valley Village's fence regulations. The Kelsey-Seybold sign would be presented in a later item on the agenda. The fence regulations were looking to address instances where gates on a fence opens to a public right of way and what changes could be made if any. This came to the attention of the Planning & Zoning Commission from a home on Green Valley. Their neighbor on Joshua Lane put in a gate that has created issues such as vehicles being parked on Green Valley and then using that gate as a pass-through. More on this item would be presented to Planning & Zoning Commission and then once finalized would come before City Council.

**10. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Review of Inter-local Agreement by and between City of Spring Valley Village and City of Hilshire for the provision of police and Municipal Court services.

Acting City Administrator Zachary Meadows briefed Council on the issues discussed pertaining to the Inter-local agreement between Spring Valley Village and Hilshire Village from previous meetings, highlighting the fact that police department capital expenses are historically what has been being excluded. Mr. Meadows explained that City Treasurer Brent Walker put together data that shows multiple comparisons between City of Spring Valley Village and City of Hilshire Village, in addition to the capital assets that have been sold over a five-year period as requested by Council Member Dominy. Mr. Meadows asked the Council for direction on if now having the data, Council wanted to continue the agreement as is or if they wanted to have a discussion with Hilshire Village to change the agreement. Council Member Carpenter stressed that in his opinion, the allocation should be based on taxable value so that the average Hilshire Village resident is paying a percentage for the Spring Valley Village Police services just the same as a Spring Valley Village resident. Council Member Lisenby had an objection and wanted the figures to be factored by the population of Hilshire Village and not by the taxable value. After continued discussion, it was the direction of Council for Mayor Vajdos to reach out to the Mayor of Hilshire Village and begin the discussion regarding possible changes to the agreement.

### NEW BUSINESS

11. **CONDUCT A PUBLIC HEARING CONCERNING: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING EXHIBIT A OF CHAPTER 12, PLANNING AND ZONING, OF THE CODE OF ORDINANCES OF THE CITY, EXHIBIT A BEING THE ZONING ORDINANCE OF THE CITY, BY AMENDING ORDINANCE 2018-28 AMENDING A PLANNED AREA DEVELOPMENT (“PAD”) OF APPROXIMATELY 2.5511 ACRES OF LAND AT THE NORTHWEST INTERSECTION OF I-10 AND CAMPBELL ROAD WITHIN THE FREEWAY PLANNED AREA DEVELOPMENT DISTRICT TO ADD AN ADDITIONAL GROUND SIGN FOR THE DEVELOPMENT APPROVED BY ORDINANCE NO. 2018-28; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.**

Mayor Vajdos opened the Public Hearing at 7:09 p.m.

A. Presentation of Proposed Zoning Ordinance Changes

Director of Community Development / Acting City Administrator, Zachary Meadows briefed Council regarding the sign application received from Kelsey-Seybold to add an additional ground sign off of the I-10 entrance for better visibility and to help direct traffic coming and going from their facility. While the Planning & Zoning Commission recommended approval of the item, they did so with several conditions. The conditions are as follows: (1) The sign shall be located in a position to allow cars exiting the facility to so safely with acceptable visibility to oncoming traffic, (2) The sign shall be illuminated and be the same size as the current monument signs on the property, (3) the sign shall bear the address of the facility, (4) the address of the building shall be changed to be a Katy Freeway address, and (5) if the address changes doesn't update mapping systems (i.e. Google Maps, and Waze), Kelsey-Seybold shall update these companies with a geo-point that directs patrons to

the garage entrance off 1-10 frontage road, in addition Kelsey-Seybold shall update its website with correct address and parking directions, and provide proof of such changes to the City.

B. Those In Favor

None.

C. Those Opposed

None.

D. Adjourn Public Hearing

Mayor Vajdos adjourned the Public Hearing at 7:12 p.m.

- 12. CONSIDERATION AND POSSIBLE ACTION CONCERNING: ORDINANCE NO. 2023-XX - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING EXHIBIT A OF CHAPTER 12, PLANNING AND ZONING, OF THE CODE OF ORDINANCES OF THE CITY, EXHIBIT A BEING THE ZONING ORDINANCE OF THE CITY, BY AMENDING ORDINANCE 2018-28 AMENDING A PLANNED AREA DEVELOPMENT (“PAD”) OF APPROXIMATELY 2.5511 ACRES OF LAND AT THE NORTHWEST INTERSECTION OF I-10 AND CAMPBELL ROAD WITHIN THE FREEWAY PLANNED AREA DEVELOPMENT DISTRICT TO ADD AN ADDITIONAL GROUND SIGN FOR THE DEVELOPMENT APPROVED BY ORDINANCE NO. 2018-28; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.**

At this time, Council Member McCormack asked for clarification on who would be incurring the cost of the conditions placed on the Kelsey-Seybold property. Council Member Lisenby addressed the reasoning from the Planning & Zoning Commission granting the recommendation for approval. being that the conditions would ensure that the traffic-related issues could be addressed. Mr. Meadows then addressed what the new address would be for Kelsey Seybold should the change occur which would be 9110 or 9100 Katy Freeway with the likelihood of it being 9110 Katy Freeway because the other address has issues when it is searched for on GPS. He also expressed that the recommendation for approval as well as the conditions had been relayed to Kelsey Seybold.

Council Member Lisenby made a motion to approve the ordinance as presented and changes, and Council Member Bass seconded the motion. Motion carried 5-0.

- 13. BRIEFING AND DISCUSSION CONCERNING: Quarterly Investment Report For Period Ending March 31, 2022.**

City Brent Walker presented the Quarterly Investment Report for the period ending March 31, 2022.

- 14. CONSIDERATION AND POSSIBLE ACTION CONCERNING: Award Of Competitive Sealed Bid Number 2023-04-102 For Krist Drive Outfall Rehabilitation Project To On Par Civil Services, LLC In An Amount Not To Exceed \$229,400.00.**

Acting City Administrator Zachary Meadows briefed the Council on the recommendation

from CobbFendley for On Par Civil Services, LLC. Mr. Meadows explained that although this was not a budgeted project once approved the project would then be moved to the CIP and that this would be coming in at about \$4,600 lower than what was anticipated when it was discussed during the CIP workshop.

- 15. 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 CONTRACT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND ON PAR CIVIL SERVICES, LLC FOR THE KRIST DRIVE OUTFALL REHABILITATION PROJECT (CSB#2023-04-102); 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.

Agenda items 14 and 15 were considered together by the Council. The award of Competitive Sealed Bid #2023-04-102 for Krist Drive Outfall Rehabilitation Project to On Par Civil Services, LLC, and the motion for approval of the resolution approving the terms and conditions of the contract approving this bid were considered together. Mayor Vajdos read the Resolution by caption only. Council Member McCormack made a motion to approve Resolution No. 23-12, and Council Member Carpenter seconded the motion with a recommendation to approve the terms and conditions of the contract by and between the City of Spring Valley Village and On Par Civil Services, LLC for the Krist Drive Outfall Rehabilitation Project. Motion carried 4-0.

- 16. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 23-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS DESIGNATING A REPRESENTATIVE AND AN ALTERNATE TO THE HOUSTON-GALVESTON AREA COUNCIL 2023 GENERAL ASSEMBLY.

Mayor Vajdos read the Resolution by caption only. Council Member McCormack made a motion to approve Resolution No. 23-13 appointing Council Member Steve Bass as the Representative and Mayor Marcus Vajdos as the Alternate Representative of the City of Spring Valley Village to the Houston-Galveston Area Council 2023 General Assembly, and Council Member Carpenter seconded the motion. Motion carried 4-0.

- 17. 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 City staff, Binkley and Barfield, and Project Surveillance did a substantially complete walk-through with MetroCity on May 15<sup>th</sup>. A punch list was created and a schedule for the final walk-through is set for June 7<sup>th</sup>.

2. Status of Brighton Place Paving & Utility Improvements Project

Director of Public Works Kristina Watson informed Council that CobbFendley submitted the 60% design and an updated cost estimate of \$6,929,136.00, this is an

approximate 800,000 decrease from the previous estimate. This decrease is based on the removal of a substantial portion of sanitary sewer work and the trees that will be left in place.

Mayor Vajdos asked for a town hall meeting to be scheduled for this project to be able to explain to the Brighton Place residents what is happening with this project and answer questions for them as well.

3. EPA required Lead and Copper Service Line Inventory Update

The EPA has revised its rules on Lead and Copper. The first phase of implementing the new rule is the Service Line Inventory of lines both municipal and residential. City staff has begun our self-inventory and has begun preparing options for residents to complete self-inventory surveys for the residential side of the requirement. We anticipate a mail-out version as well as an online survey option. Staff will begin releasing information via social media prior to sending out surveys. Mayor Vajdos requested that at this time, no surveys be sent out for the Lead and Copper Service Line Inventory Update to residents.

4. Status of Cedarspur Street (West of Bingle) & Burkhart Road (East of Bingle) Paving & Utility Improvements Project

Acting City Administrator Zachary Meadows informed the Council that the City has received bids for this project and it was anticipated for this project to be on this agenda, but after speaking with the engineer, Mr. Meadows did not feel comfortable with the recommendation given by the engineering firm. The bids that were received were slightly higher than anticipated, but nothing completely out of the scope for what was budgeted for this project.

**18. 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:

18.1 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.

Council adjourned into the Executive Session at 7:43 p.m.

**19. RECONVENE**


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

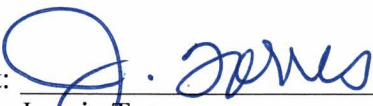
**20. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters Discussed in Executive Session.

None.

**19. ADJOURNMENT**

Council Member Carpenter made a motion to adjourn the meeting at 7:57 p.m., and Council Member McCormack seconded the motion. Motion carried 4-0.

Signed:   
Marcus Vajdos  
Mayor

Attest:   
Jasmin Torres  
City Secretary

