

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, JUNE 22, 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 6:04 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro-Tem Allen Carpenter

Council Member Bo Bothe

Council Member David Dominy (arrived by video conference at 6:10 p.m.)

Council Member Joy McCormack

Members Absent:

Council Member Tom Donaho

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

Mark Schulze, Police Captain

David Dixon, Assistant Police Chief

Loren Smith, City Attorney

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 Matthew Marchiano, who lives at 1421 Cedarbrook Drive, spoke regarding the newly installed signage located in the school zone areas on Westview Drive.

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 May 25, 2021

- 5.2 Minutes for Regular City Council Meeting on May 25, 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 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.
- 5.4 Approval of Pay Estimate No. 8 for Green Valley Drive & Winningham Lane Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$19,856.25.
- 5.5 Approval of Pay Estimate No. 1 for Loeser, Traweek, Lone Star, West Tex Pavement & Utility Improvements Project to Conrad Construction Co., LTD. in the Amount of \$149,265.00.
- 5.6 Resolution Number 21-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 TO THE SWITCHVOX PHONE SYSTEM IMPLEMENTATION AND SUPPORT AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND BEMA INFORMATION SYSTEMS LLC; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; 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 3-0.

OLD BUSINESS

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

Captain Schulze provided the report on behalf of Chief Evans.

- 1. Number of Calls for Service – 2,588
- 2. Number of Traffic Violations – 2,564
- 3. Number of K-9 Deployments – 70

- 7. **UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:** Activities of the Village Fire Department Commissioners Meeting on May 26, 2021 and Any Special Meetings That May Have Occurred since May 26, 2021. (Mayor Pro-Tem Carpenter / Council Member Bothe)

Mayor Pro Tem Carpenter advised that the Village Fire Department is fully staffed and on budget. He also advised that the Village Fire Department renovation project is on schedule, and Staff is projected to move in sometime in September. He added that the contractor has

requested more time to complete the project. Mayor Pro Tem Carpenter spoke regarding an incident that occurred involving a woman who fell through a window. He also read an email from the woman's husband that commended the Village Fire Department and the Memorial Villages Police Department employees for the life-saving actions they undertook while on scene.

8. DISCUSSION AND DIRECTION CONCERNING: Possible Inclusion of Early Completion Incentive Language in Contracts for Capital Infrastructure Projects.

City Administrator Julie Robinson requested direction from the Council regarding the possibility of adding language for early completion incentives in Capital Infrastructure Project (CIP) contracts. Ms. Robinson advised that she had discussions with Travis Sellers with IDS Engineering Group, Charles Eastland with CobbFendley & Associates, and Kevin O'Beirne with HDR about this type of contract provision, and there is not a standard incentive, incentive amount or incentive calculation that applies to all projects. Whether to include an early completion incentive and the amount of the incentive should be determined on a project basis. She also advised that she has already begun reviewing the City's standard bid documents and contract language to ensure that the documents are not structured for failure with regard to the contract time, contract time extensions, and liquidated damages provisions and is also reviewing the standard general conditions that organizations other than the AIA have adopted to determine any other language that may be beneficial for the City to include in its form documents.

After a brief discussion, it was the consensus of the Council not to proceed at this time with including early completion incentives as a standard practice for capital projects; however, the Council would be willing to consider a possible early completion incentive if there were a project for which it might be warranted.

9. DISCUSSION AND DIRECTION CONCERNING: Technical Specifications Utilized for City Capital Infrastructure Projects and Consistency with Sustainability Policies.

Public Works Director Pat Riley advised that, during the April 27, 2021 Workshop Meeting and May 25, 2021 Regular Meeting, there was discussion concerning the technical specifications currently being used by the City with regard to capital infrastructure projects and whether those specifications are consistent with the sustainability policies being included in the proposed Sustainability & Resiliency Chapter of the new Comprehensive Plan. He advised that the City currently utilizes the standard specification for sewer pipe adopted by TCEQ which allows a sewer pipe to leak up to 10 gallons per diameter inch per mile of pipe. There had been previous discussions concerning "zero leakage" specifications; however, such specifications have not been located. Charles Eastland with CobbFendley & Associates spoke regarding leakage specifications used in other cities and added that specifications should be customized for each city. City Administrator Julie Robinson advised that, while the allowable leakage for sewer pipes was the initial issue, it became apparent during their discussion with Mr. Eastland that there may be other technical specifications that should be reviewed to ensure that they are tailored to reflect the City's sustainability policies.

After reviewing the City of Houston's Standard Specification Table of Contents, Mr. Eastland advised that he has identified 10 sections that are recommended to be reviewed for consistency with the City's sustainability policies. Ms. Robinson advised that, due to the

size of such a review and the technical expertise required, Staff's recommendation is to retain CobbFendley to undertake the review of the identified sections and propose any revisions to the sections in order to ensure they reflect the City's policies. The City would be billed for this project on an hourly basis under our current contract.

Mr. Eastland advised that the review would not take very long. There was discussion concerning the City's current technical specifications as well as the purpose and value to the City of the proposed review of the 10 sections of technical specifications. After a brief discussion, the consensus from Council was to have Mr. Eastland provide a cost estimate for and have Staff quantify the return on investment for the project for further discussion with the Council.

- 10. 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 A LICENSE PLATE READER PROGRAM AND EQUIPMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS AND FLOCK SAFETY; 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. After a brief discussion, Council Member Carpenter made a motion to approve Resolution No. 21-18, and Council Member Dominy seconded the motion. Motion passed 4-0.

At this time, Council Member Carpenter made a motion to take Agenda Item 14 out of order, and Council Member McCormack seconded the motion. Motion carried 4-0.

NEW BUSINESS

- 14. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Award Of Competitive Sealed Bid Number 2021-05-101 For Ground Storage Tank Replacement To W. W. Payton Corporation In An Amount Not To Exceed \$675,000.00.

City Administrator Julie Robinson advised that the bid was published on May 26 and that the bids received were higher than expected due to the increased price of steel, which makes up 85% of the project costs. After a brief discussion, Council Member McCormack made a motion to award Competitive Sealed Bid Number 2021-05-101 for Ground Storage Tank Replacement to W.W. Payton Corporation in an amount not to exceed \$675,000.00, and Council Member Carpenter seconded the motion. Motion carried 4-0.

The Council meeting recessed at 7:13 p.m.

- 11. Demonstration Of Non-Lethal Weapons (Tasers) By The Spring Valley Village Police Department To Be Conducted In The Lobby Of City Hall.**

The City Council proceeded to the parking lot behind City Hall for the demonstration conducted by Asst. Police Chief Dixon and Sergeant Moyer.

The Council meeting reconvened at 7:35 p.m.

12. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Proposed FY 2022 Village Fire Department Budget In The Amount Of \$7,453,447.31 With The City Of Spring Valley Village's Annual Assessment Being \$1,211,185.19 (16.25%).

City Treasurer Michelle Yi presented the Village Fire Department proposed budget for Fiscal Year 2022. After a brief discussion, Council Member McCormack made a motion to approve proposed FY 2022 Village Fire Department Budget in the amount of \$7,453,447.31 with the City of Spring Valley Village's annual assessment being \$1,211,185.19 (16.25%), and Council Member Carpenter seconded the motion. Motion carried 4-0.

13. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Receipt of Report On The Village Fire Department FY 2020 Annual Audit And Approving The FY 2020 Intra-Budgetary Transfers Based on the FY 2020 Audit.

City Treasurer Michelle Yi presented the Village Fire Department annual audit for Fiscal Year 2020. Council Member Bothe made a motion to approve the Village Fire Department FY 2020 Annual Audit and the FY 2020 intra-budgetary transfers based on the FY 2020 audit, and Council Member McCormack seconded the motion. Motion carried 4-0.

15. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution No. 21-XX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPOINTING AN ADDITIONAL PROSECUTING ATTORNEY AND NEW MUNICIPAL COURT ADMINISTRATOR TO THE SPRING VALLEY VILLAGE MUNICIPAL COURT; AND PROVIDING AN EFFECTIVE DATE.

Mayor Vajdos read the Resolution by caption only. Council Member McCormack made a motion to approve Resolution No. 21-19, and Council Member Carpenter seconded the motion. Motion passed 4-0.

16. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2021-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 Bothe made a motion to approve Ordinance No. 2021-11, and Council Member Carpenter seconded the motion. Motion carried 4-0.

17. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance No. 2021-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 Bothe made a motion to approve Ordinance No. 2021-12, and Council Member

McCormack seconded the motion. Motion carried 4-0.

18. UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING: Briefing by City Staff:

1. Status of New Production Well

Public Works Director Pat Riley advised that the project is going well. He also advised that all underground piping and electrical installation have been completed.

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

Public Works Director Pat Riley advised that water lines have been installed and drainage work has begun on Lariat. He also advised that the contractor is making good progress.

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 substantially complete, and the contractor is currently completing the punch list items.

6. Virtual Public Meeting for Bingle Road Road Diet.

Public Works Director Pat Riley advised that a virtual public meeting will be held on Tuesday, June 29, 2021 at 6:00 p.m. to receive feedback regarding the proposed road diet on Bingle Road. He also advised that he has received positive feedback on the proposed road diet and has not received any negative feedback thus far.

4. Status of Implementation of New Telephone System.

Assistant to the City Administrator Matthew Hitt advised that the new telephone system was installed on May 28, 2021. He also advised that the technical support BEMA provides has been helpful.

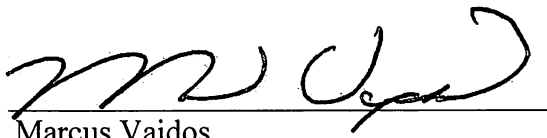
5. Status of Implementation of New Access Control and Camera System.

Assistant to the City Administrator Matthew Hitt advised that the new access control and camera system would begin installation on June 15.

19. ADJOURNMENT

Council Member McCormack made a motion to adjourn the meeting at 8:00 p.m., and Council Member Bothe seconded the motion. Motion carried 4-0.

Signed:



Marcus Vajdos
Mayor

Attest:



Roxanne Benitez, TRMC, CPM, CMCC
City Secretary