

**MINUTES OF THE SPECIAL CALLED CITY COUNCIL MEETING  
CITY OF SPRING VALLEY VILLAGE, TEXAS  
TUESDAY, AUGUST 1, 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 Special Called Meeting of the Spring Valley Village City Council was called to order by Mayor Pro-Tem Carpenter at 6:00 p.m.

Members Present:

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

Members Absent:

Mayor Marcus Vajdos

**2. PRESENTATION, DISCUSSION, AND DIRECTION CONCERNING: Draft Budget for Fiscal Year 2023-2024.**

Acting City Administrator Zachary Meadows presented the Fiscal Year 2023-2024 Draft Budget. The tax rate used for producing the budget was the same as the current tax rate which is \$0.4050 per \$100 valuation. The largest change presented is the certification pay changes in conjunction with shift differential pay as well as education pay. Council Member Dominy and McCormack asked for clarification regarding the presented certification pay presented. During the discussion, further clarification was asked regarding the breakdown of the additional benefit pay on the Police Department side as well. Chief Schulze then explained that currently, the Police Department receives a stipend for the TCOLE Proficiency Licenses of levels Intermediate, Advanced, and Master which is for officers as well as telecommunicators. Chief Schulze explained that the certification pay updates are a result of needing to stay competitive against other agencies because recruiting is down and in a continued effort to receive the best trained and qualified individuals. Acting City Administrator Meadows and City Treasurer Brent Walker then addressed the Council on the comparisons other cities offer regarding the educational pay scales and found that the added educational benefits that are looking to be introduced at this time are standard for most cities, including the ones that were surveyed by previous City Administrator Julie Robinson. Council directed staff to bring the item back for further discussion. Discussions were held between Police Commissioner David Dixon, Chief Schulze, and Council regarding the need for shift differential pay, Chief Schulze mentioned that based on a verbal survey done with the surrounding villages some had a percentage built in, but to make it easier for accounting, he suggested a flat dollar amount.

At the time, Council Member McCormack shifted the discussion to the park budget and specific clarification on what is being done for continued maintenance. The proposed budget builds in an additional \$22,000 to address maintenance concerns and the removal of the

rocks form the playground area. Council Member Dominy asked about addressing the landscaping along the Katy Freeway. Mr. Meadows informed Council that at this time our landscaping services are out of contract and we would need to go out for bid regarding those contracted services and that Public Works Director Kristina Watson was currently working on the bid documents. City Council gave direction to City staff to look at possible options of contractors and estimates for the work that would be required for landscaping the area along Katy Freeway and the sound wall.

Mr. Meadows continued the budget discussion informing the Council that professional fees were increased by \$30,000 within the streets budget for completing a street asset assessment, of which was discussed at the CIP workshop in March.

At this time, the discussion was shifted to the Capital Replacement Fund, items that were added include: two (2) watch guard systems replacements, two (2) Toughbook computer replacements, and a new Public Information Act software, JustFOIA being requested by the City Secretary's office, to manage and better process PIA requests. There was discussion about the trends that have caused the search for this software, the research done on competitors as well as what other municipalities are doing, and the overall need for the software. City Secretary Jasmin Torres discussed the benefits of the software and the yearly cost. Also included in this replacement fund are IT infrastructure replacements, addressing recommendations from our current IT provider, BEMA. A large percentage of the breakdown of costs included with regards to IT is for cloud migration.

Additional capital outlay has been added to both the sewer and water utilities budgets to aid in the Public Works building project, expanding on the money already set aside in the Capital Improvements Plan for several years. This would be for a modular building to be added to the existing Public Works Building in order to add additional space, while also keeping and remodeling the existing building.

Commissioner Dixon and Captain Lane addressed the Council regarding an additional request for body camera and car camera updates and upgrades via Axon Enterprises because the current system and devices used will soon be at their end of life. This would add an additional \$80,000 a year for the body and car camera upgrade for a 5-year term. Council asked that this system be addressed either within the current budget or the proposed budget with more detail to be brought back at the Regular August City Council meeting. Chief Schulze and Sergeant Menchaca presented to the Council a total mapping station which was included in the Capital Replacement Fund presented in the proposed draft budget. This total mapping station would aide the Police Department in the event of a fatality accident to better analyze and complete the reporting and markups needed for a report of this nature and help create a digital map for crime scenes.

Lastly, there was a discussion on the health insurance rates that would be presented and Mr. Meadows informed Council that the first meeting regarding health changes would be the following week, however staff was confident in the number that they had been previously provided by the health broker.

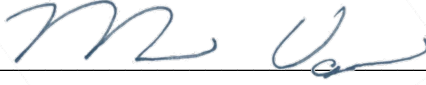
**3. CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Proposing a Tax Rate Of \$0.4150 Per \$100 Valuation for The Fiscal Year Beginning October 1, 2023, And Ending September 30, 2024.


Following discussion, Council Member Dominy made a motion to propose a tax rate of \$0.4050 per \$100 valuation for the fiscal year beginning October 1, 2023, and ending September 30, 2024 and Council Member Bass seconded that motion. City Secretary Jasmin Torres recorded individual votes from each council member. The voting was as follows:

Council Members Bass – ‘Aye’  
Council Member Carpenter – ‘Aye’  
Council Member Dominy – ‘Aye’  
Council Member Lisenby – ‘Aye’  
Council Member McCormack – ‘Aye’  
No ‘Nay’ votes were given.  
Motion carried 5-0.

**4. ADJOURNMENT**

Council Member Lisenby made a motion to adjourn the meeting at 8:03 p.m., and Council Member Bass seconded the motion. Motion carried 5-0.

Signed:   
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Marcus Vajdos  
Mayor

Attest:   
\_\_\_\_\_  
Jasmin Torres  
City Secretary