



**CITY OF HEDWIG VILLAGE, TEXAS
REGULAR MONTHLY CITY COUNCIL MEETING
THURSDAY, JULY 12, 2018
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Muecke called the meeting to order at 6:30 p.m.

Present: Mayor Brian Muecke

Councilmember Harry J. Folloder	Kelly Johnson, City Admin./Secr.-Treasurer
Councilmember Dane Johnson	Lane Standley, Building Official
Councilmember Barry Putterman	David Gott, Police Chief
Councilmember Shirley Rouse	Alan Petrov, City Attorney
Councilmember Matt Woodruff	Lisa Modisette, Assistant City Secretary

Absent: None

2. CITIZEN/VISITOR COMMENTS

Tom Roth, 854 Pecanwood, thanked previous Councilmembers Carrol McGinnis and Bob Wiener for their service to the city and for their help with the city history. He also welcomed new Councilmembers Harry J. Folloder and Dane Johnson.

Tom Roth will update the city history and provide a copy to the city administration.

Bitsy Searcy, 11403 Chatten Way, opposes a smaller acreage for any Planned Unit Development (PUD) in the city. She stated a smaller PUD acreage would not allow any room for green space in new developments. More green space allows for more pedestrian friendly and aesthetically pleasing developments. Green space also allows for more permeable surfaces for water to be absorbed into the ground.

Andrea Hermann, 930 Karos, asked who was in charge of tree replacement in the city. She stated several trees have been removed throughout the city and have not yet been replaced.

- 3. CONSENT AGENDA** – All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

A. Approval of Minutes

April 12, 2018 Regular Council Meeting

May 10, 2018 Regular Council Meeting
May 15, 2018 Special Council Meeting

B. Approval of General Fund Bills

General Fund Bills - #33444 - #33515
Voided Checks – #33490

C. Approval of General Fund Bills over \$2,500

Accutek - \$4,638.07	May Recreation Eqpt - \$3,338.00
Bob Baldwin - \$2,810.00	Lone Star Products - \$3,951.83
Johnson Petrov - \$2,888.71	Municipal Code Corp - \$4,382.13
Reliant - \$5,799.49	

Councilmember Putterman moved, Councilmember Woodruff seconded, for the approval of the Consent Agenda with the following correction to the May 15, 2018 Special Council Meeting minutes: add “Councilmember-Elect” before Harry Folloder and Dane Johnson in the list of people present.

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. REPORTS

A. Financial Report – June 2018 – Kelly Johnson

Kelly Johnson discussed the following:

- The sales tax for year to date is up 6.03%.
- Revenues received are 63.01% of budget and expenses are 45.24% of budget.
- Several budget line items are higher than expected such as:
 - vehicle maintenance for both public works and the police department
 - police department printing
 - park expenses – damage to park equipment has been reimbursed by TML
- Designated reserve funds are at \$644,839.
- Available funds are at \$1,158,995.

Mayor Muecke asked Kelly Johnson to transfer METRO funds each quarter.

B. Police Report – June 2018 Crime Report & Statistics – Chief David Gott

Chief Gott discussed the following:

- The city had thirteen total crimes in May with one violent crime.

- There were two residential burglaries in May that could be connected to a burglary ring in the area.
- The department has four potential applicants to fill one police officer vacancy. The selection should be made soon.

C. Fire Department – Meeting –Fire Commissioner Bill Johnson

Fire Commissioner Bill Johnson discussed the following:

- Five cities have approved the roof replacement expense. The City of Bunker Hill Village did not. The Village Fire Department will move forward with the project without the City of Bunker Hill Village's approval.
- The 2019 Budget has been approved by four cities. The City of Spring Valley has not voted on the topic but they should approve the budget. The City of Bunker Hill Village rejected the budget.
- The department has three vacancies. Two experienced fire-medics have been hired.
- Fire Commissioner Johnson stated the roof replacement should take six weeks to two months to complete.
- The Village Fire Department received \$16,216.00 in FEMA reimbursement for expenses from Hurricane Harvey. The department will consider these funds as owed to the cities but will probably ask the cities to keep the funds to apply to the Facility Renovation Project.

Under the terms of the interlocal agreement, The City of Bunker Hill Village must notify the cities in writing of the rejection of the budget. The City of Bunker Hill Village has until September 30 to approve the budget or select one of the following options:

- Leave the Village Fire Department by the end of the year (2018) and receive no service; or
- Elect to remain to the end of 2019. This option means the City of Bunker Hill Village must abide by the 2019 Budget.

The City of Bunker Hill Village has hired a consultant to review their options if they leave the fire department.

Fire Commissioner Johnson stated the Village Fire Department 2019 Budget will be effective and includes the fire station renovations.

Hedwig Village's portion of the 2019 Budget and the renovations may increase pending the City of Bunker Hill Village's decision to leave or remain a part of the Village Fire Department. The City of Bunker Hill Village's portion of the fire department budget is 19%. That portion will need to be redistributed to the remaining cities. The cities will be informed by mid-October if their assessment will increase.

Fire Commissioner Johnson stated the City of Bunker Hill Village must be bought out if they decide to leave the Village Fire Department. The equipment will be appraised to determine value. The City of Bunker Hill Village would be paid by July 2019, if practical, but most likely later in the 2019 year.

D. Planning & Zoning Commission – Meeting Update – Council Liaison Shirley Rouse

Councilmember Rouse discussed the following:

- Planning and Zoning (P&Z) discussed several items at their meeting on June 26, 2018.
 - P&Z discussed additional changes to the Planning Unit Development (PUD) enabling ordinance. P&Z suggests increasing the PUD size from one and a half acres to four acres and increasing the retail percentage requirement for leasable space on the ground floor of a building within the PUD.
 - P&Z discussed additional minor changes to the amended Business Uses.
- P&Z requests a joint workshop with city council to discuss a vision for the city in regards to the business district.

Mayor Muecke suggested holding the joint workshop just prior to a budget workshop tentatively scheduled for next month.

E. Mayor – Mayor’s Monthly Report – Brian Muecke

Mayor Muecke reported on the following:

- The Village Independence Festival (VIF) parade was a success in spite of the rain.
- The VIF ended early due to lightning strikes in the area.

Mayor Muecke thanked Susan and Marc Schwartz for their many years chairing the VIF committee.

- Mayor Muecke stated Spring Branch I.S.D. has \$100,000,000 of current bond funds earmarked for improvements to Memorial High School. The school district will form a Master Plan Advisory Team consisting of area residents, school district officials, and local city officials to provide input in to what the Memorial High School campus should look like. The Master Plan Advisory Team will meet tentatively from September through December 2018 to develop a master plan. Starting in January 2019 for approximately six months, a Project Advisory Team will review the master plan and discuss which aspects of the master plan are feasible. The school board should receive recommendations in May 2019.

F. Building Official – Monthly Report – Lane Standley

Lane Standley discussed the following:

- Permits issued for June 2018 have increased compared to June 2017.

- One new house is under construction. Four houses are in various stages of construction.
- Update at Stream PUD site – Stream Realty will verify the building height next week by use of a laser. Stream Realty is waiting on the easement to be approved to place the utilities. Construction should be complete in approximately one year.
- The building remodel located at 9183 Katy Freeway is delayed due to the requirement of a letter stating the original ground level walls will not create a future problem for the structural integrity of the building.
- Tacos to Go Go may change their building plans slightly to increase parking on their site. There will not be a drive thru at their location.

G. City Administrator – Annual TML Conference, 2019 Budget Meeting Schedule, 2017-2018 Value Change Maps – Kelly Johnson

Kelly Johnson reported on the following:

- Councilmembers should notify Kelly Johnson or Lisa Modisette if they plan on attending the TML Conference in Fort Worth this year.
- The budget schedule has some flexibility as to the dates for workshops but several actions by council will trigger dates that have no flexibility.
 - Councilmember Rouse suggested not holding all budget meetings during the day. She suggested holding some budget meetings early in the day at 7:30 a.m. or 8 a.m.
 - Councilmembers discussed various dates and times of availability for budget meetings.
- The city has received the Harris County Appraisal District value change maps. There is a slight decrease in value in some of the residential properties while most of the commercial properties increased in value.

5. CONSIDERATION OF ORDINANCES / RESOLUTIONS – The City Council will discuss and consider possible action of the following:

- A. An Ordinance of the City Council of the City of Hedwig Village, Texas, amending Article V, Zoning Regulations, Section 509, Planned Unit Developments, of the Hedwig Village Planning and Zoning Code relating to the approval and regulation of Planned Unit Developments within the Business Districts of the City.

Councilmember Rouse, P&Z Council Liaison, discussed the changes to the Planned Unit Development (PUD) enabling ordinance that Planning & Zoning (P&Z) recommended. A joint public hearing was held on June 20, 2018 for these initial changes. She stated the changes would improve the PUD process for the city. There were several changes made to the PUD enabling ordinance including requiring the PUD applicant to make a

presentation at the required public hearing and increasing the building height to 85 feet in Business District B3.

Councilmember Rouse stated P&Z would like to make additional changes to the PUD enabling ordinance, such as increasing the acreage for a PUD from one and a half acres to four acres and increasing the retail requirement from 30% to 75% on the ground floor for office buildings within a PUD. These additional changes would require another public hearing.

Alan Petrov, City Attorney, stated P&Z believes the increase in acreage would encourage combining smaller properties and would allow for more green space. He stated P&Z believes the smaller acreage would only allow for an office building and a parking garage. A larger PUD size would enable more green space and would make the city more attractive.

Councilmember Rouse stated the increase in acreage for a PUD could conceivably create a more unified look and could possibly effect positive change in the city. It would create more flexibility for the city in its negotiations with developers in allowing variances in exchange for something the city needs or wants.

Councilmember Woodruff moved, Councilmember Rouse seconded, to approve the ordinance to amend the PUD enabling ordinance as recommended by Planning and Zoning and noticed for the Joint Public Hearing held on June 20, 2018 and does not include an increase in PUD acreage.

Councilmember Putterman requested the following corrections to the General Provisions, first paragraph, third line – change the word “develop” to “development” and in the fifth line – add “a” between the words “by single”

Councilmember Woodruff amended his motion, Councilmember Folloder seconded, to include the above mentioned corrections.

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

- B. An Ordinance calling a Joint Public Hearing to be held before the City Council and the Planning and Zoning Commission of the City of Hedwig Village, Texas, for the purpose of considering amendments to Article V, Zoning Regulations, Section 509, Planned Unit Developments, of the Hedwig Village Planning and Zoning Code relating to the size, retail requirements, and green space and amenity requirement for Planned Unit Developments within the Business Districts of the City.

Mayor and Councilmembers discussed the additional changes Planning & Zoning suggested making to the Planned Unit Development (PUD) enabling ordinance. The changes include increasing the acreage for a PUD to four acres, increase the retail requirement from 30% to 75% for ground floor leasable space of an office building within the PUD, and require a percentage of the PUD site to be dedicated to green space and outdoor amenities.

Steve Woods, Moody National, answered councilmembers questions in regards to Moody National's proposed PUD relating to possible retail space in the buildings and the parking garage. He stated Moody National is currently unable to proceed with the project until council makes a decision relating to allowable building height.

City Council made a motion on agenda item 5A on amending the PUD enabling ordinance to include an increase in building height.

Mayor and Councilmembers would like P&Z to undertake a survey of the size of land tracts within the commercial districts.

Councilmember Johnson moved, Councilmember Woodruff seconded, to table the ordinance calling for a joint public hearing.

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

6. CONSIDERATION OF CONTRACTS/AGREEMENTS – The City Council will discuss and consider possible action on the following:

- A. Consideration and Possible Action regarding a request from the Village Fire Department Commission to approve the Proposed 2019 Village Fire Department Budget in the amount of \$9,691,155.25 with Hedwig Village's 2019 Assessment being \$1,792,863.71 (18.50%).

Councilmember Woodruff stated this action would reaffirm the vote council made on this topic at last month's meeting and that there were no changes to the Village Fire Department 2019 Budget.

Councilmember Putterman moved, Councilmember Johnson seconded, to approve the 2019 Village Fire Department Budget in the amount of \$9,691,155.25 with Hedwig Village's Assessment being \$1,792,863.71 (18.50%).

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted "Aye", "Noes" none.

MOTION CARRIED UNANIMOUSLY

7. CONSIDERATION FOR REQUESTS FOR COUNCIL AUTHORIZATION - The City Council will discuss and consider possible action on the following:

None

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS

A. Proclamation – Recognizing the National Society of the Sons of the American Revolution.

B. Discussion relating to the PUD Ordinance, Article V, Zoning Regulations, Section 509.

See discussion under agenda items 5A and 5B.

9. CLOSED SESSION – The City Council will retire into Closed Session as authorized by Chapter 551, Texas Government Code, to discuss the following matters:

A. Consideration and possible action to authorize the Mayor to execute the Easement Agreement with Memorial Villages Water Authority.

Councilmember Putterman moved, Councilmember Woodruff seconded, to recess into Executive Session at 8:12 p.m.

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

The council meeting reopened at 8:35 p.m.

10. ACTION – CLOSED SESSION - The City Council will discuss and consider any action necessary on items discussed in Closed Session.

Councilmember Putterman moved, Councilmember Folloder seconded, to authorize the Mayor to take the action as discussed in the Executive Session relating to the proposed easement with the Memorial Villages Water Authority.

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

11. ADJOURN

Councilmember Folloder moved, Councilmember Johnson seconded, to adjourn the meeting at 8:40 p.m.

Councilmembers Folloder, Johnson, Putterman, Rouse, and Woodruff voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on August 16, 2018.

ATTEST:



Brian T. Muecke, Mayor



Lisa Modisette, Asst. City Secretary