

City of Shoreacres



MEETING MINUTES

The City Council of the City of Shoreacres, Texas met in Special Session on
Monday, March 7, 2011 at 7:02 p.m.
in the City Council Chambers of City Hall, 601 Shoreacres Blvd.,
Shoreacres, Texas, with the following present constituting a quorum:

Alderman Gerry Victor, Alderman Nancy Schnell, Mayor pro tem Richard Adams, Mayor Dolly Arons
Absent: Alderman Dana Woodruff, Alderman Connie Ramirez

CALL TO ORDER / ROLL CALL:

The meeting was called to order by Mayor Dolly Arons at 7:04 p.m.

2.0 PLEDGE OF ALLEGIANCE

3.0 PUBLIC HEARINGS, SPECIAL PRESENTATIONS & COMMENTS

3.1 Employee Recognition – Daniel Cantu, Five Year Service - The City Recognized Sergeant Cantu for 5 years of service working with the City of Shoreacres.

3.2 Citizens Comments

Karen Gilligan - 1007 North Country Club – Ms. Gilligan commented on the Pine Bark Beetles infestation within our City, and its impact on the City's aesthetics. Ms. Gilligan requested that the City take whatever action it can to encourage homeowners to accept responsibility for the removal of dead or diseased trees on their property. Ms. Gilligan also commented on the lack of progress with Harris County Recovers. After she completed all the steps to help her rebuild, they informed her that her house qualified to be demolished and rebuilt. After several years of waiting, she has already repaired her house.

Howard Dahl - 511 Baywood – Mr. Dahl informed Council that he believes his testimony on the heavy haul corridor presented at a previous meeting was incorrect. After speaking with City residents, he now believes that the Council should reconsider their vote on the HHC to see if the City can get some safety concerns included in the proposed HHC legislation. Mr. Dahl indicated that it is likely that the HHC legislation will be passed by the Legislature whether or not Shoreacres approves or disapproves of the proposal. Therefore, Mr. Dahl believes that it would be beneficial to residents if the City would support the legislation with the proposed safety provisions.

Anita Willis – 1009 W. Forest – Ms. Willis indicated that Red Bluff from 146 to 225 should be designated as a truck route. She also mentioned that West Bayou drive has pot holes that need attention.

4.0 APPROVAL OF MINUTES

Minutes for Regular Council Meeting: 2011 – Motion to approve minutes for January 10, 2011 (Richard Adams/Second Gerry Victor). Motion carried unanimously.

5.0 REPORTS

5.1 Council Reports

5.1.1.1 Mayor Arons reported that we received some used furniture from the POHA. Roger Guenther is working with manufacturers to obtain information on whether they can manufacture a crane with a “sound curtain.” POHA is also having their environmental consultant research the aspects of cold ironing at dockside. POHA is compiling a list of ships making more noise than others. When citizens report noise, the POHA is able to track the ships in port at the time. This process will enable the POHA to work with those companies to reduce noise levels. Therefore, it is important that residents continue to call the hot line when they hear noise.

5.2 Staff Reports

5.2.1 City Administrator - Mr. Stall indicated that the City is submitting paperwork for the reimbursement of funds associated with the SECO Grant. Two new thermostats and a ceiling fan were purchased to help reduce energy usage.

Mr. Stall met with our network consultant to discuss software options to better manage communication, archiving e-mail and files, and to provide network server security.

The broken swings at Circle Park are being replaced and the City is repairing portions of the play equipment. Some additional equipment may be replaced.

Mr. Stall reported on data collected on Miramar that will be used for the traffic study. The data indicate that 85% of the vehicles travel at 25 mph. This implies that there is not a significant speeding problem. This information is based on 65 days of data collection. Mr. Stall will be submitting a report to Council that will include his recommendations on what actions should be taken. Alderman Victor requested that the vehicle classifier be placed on the street again to produce another round of data.

The TV inspection of the water line on Baywood was conducted. There does not appear to be any obstruction or failed taps. Mr. Stall will review the DVD thoroughly and communicate the results to the Baywood resident who was having issues.

Mr. Stall purchased insurance from TML for the City fence and gazebo. The cost was only \$40/year.

There is continued progress on highway 146 and Shoreacres intersection.

6.0 BUSINESS

6.1 Consideration and Approval of Invoices - Motion to pay our bills (Nancy Schnell/Second Gerry Victor). Motion carried unanimously.

6.2 Discussion of Texas Community Development Block Grant (TxCDBG) project applications, projects and status. The City and State are continuing to move forward on completing the bid packages. Mr. Stall reported that water plant 1 will need to receive a waiver from the state historical commission. As discussed at the prior meeting, the drainage easement for 5 lots will require a modification to our application. The water storage tanks were inspected. One tank is in good shape. The other needs bottom plate repairs. The tank sidewalls are in good

shape.

- 6.3 Consideration and approval of spring Clean-Up Green-Up dates. After discussion of possible dates, there was a motion (Nancy Schnell/Second: Gerry Victor) to schedule Clean-up Green-up for April 2 and 3. Motion carried unanimously.
- 6.4 Discussion and actions undertaken by the City to change the name of Forest Avenue to East Forest Avenue and West Forest Avenue and its impact to the residents, emergency services, utilities and the City.
- The City did not receive any phone calls pertaining to letters mailed to residents on Forest Avenue about the name change. The City has notified the Postmaster, FEMA region 6 (for flood insurance), HGAC, Lakeview Dispatch, the tax assessor/collector, EMS, Fire Department, Centerpoint, the School District, and Greater Harris County 911. The City utility bills were updated with the new addresses. The Post office was very pleased that we made this change to help remedy the confusion over the years.
- 6.5 Discussion and action to authorize proceeding with the Gateway entrance sign, consideration of cost, scope of work, and design specifications. Council requested that the Mayor look into the cost of the project management services contract and compare contract costs with other cities participating in the Gateway project. The Mayor reported that our costs were comparable. Costs for our project are slightly higher because we are asking for more work (i.e., traffic control plan, engineering studies). Even with the additional tasks, we were able to get the cost for the project management portion reduced from \$27,300 to \$25,600. Also, the Mayor caught a calculation error on the construction portion of the cost estimate, which reduced the construction costs by about \$5,000. The gateway sign will not be funded with City money. Funds for this project are funded by industry grants passed through the Economic Alliance.
- 6.6 Consideration and approval of Resolution No. 2011-47 authorizing the Mayor to sign a professional services agreement with Knudson, LP, for Gateway Project consulting services and project management and authorizing Knudson, LP to proceed to the bidding phase and construction. There was a motion to approve Resolution Number 2011-47 authorizing the Mayor to sign the professional services agreement with Knudson, LP, for the Gateway sign. (Nancy Schnell/Gerry Victor). Motion carried unanimously.
- 6.7 Discussion of projects to be recommended for consideration by the Port of Houston Authority community volunteer program. Several suggestions were discussed as potential areas of the City in need of assistance from volunteers. Council suggested that the Mayor contact the Parks and Recreation Committee to get their suggestions, as well.
- 6.8 Discussion of homes and other property in a general state of disrepair and consideration of the need for criminal and/or civil enforcement action and/or additional city regulation in the interest of public safety and welfare. The City maintains a list of dead trees, junk vehicles, swimming pools, and homes in need of demolition. There are approximately 21 homes in need of demolition. Some of these are in the HCR program (about 6) and are scheduled for demolition.

Mr. Stall outlined the actions necessary to get these homes demolished.

Each homeowner is sent a letter by the City stating that their home needs to be demolished.

If the owner does not respond, the City requests a search warrant from the Court so that the building official can enter the property to determine if the house is safe or unsafe.

This recommendation is presented to Council. Council must hold a hearing and certify whether a home is safe or unsafe. If the Council finds that a home is unsafe, the Council needs to adopt an order specifying that the house must be demolished. This order is sent to the property owner.

If the homeowner still fails to take action, the City can legally demolish the house, at the City's expense. The City can place a lien on the property; However the City would need to pay for the legal costs as well as the demolition. If a home goes into collection, the school ISD has first priority. Cities and counties rarely recover their demolition and legal costs. Council should plan to budget funds for demolition and be prepared to cover all of the costs.

There was discussion about homes that still have blue tarps on their roof and homes with junk in the front yard. In some cases, investors who purchased vacant homes are not taking action to repair them. Some are being used for storage. The Mayor requested that the City initiate action on owners/investors with homes that are being used for storage that are in violation of our zoning ordinance. She also requested that the City develop an ordinance that would require that owners repair homes with blue tarps on their roof.

- 6.9 Consideration and approval of Resolution No. 2011-91 authorizing the Mayor to sign an agreement with the City of La Porte / La Porte Police Department to house prisoners and provide municipal jail services for the Shoreacres Police Department. This item is the contractual agreement to implement a prior Council resolution to negotiate a contract with the City of La Porte for use of their jail. Alderman Victor raised the question of cost. It will cost the City \$15,000 to \$16,000 per year. Funds are budgeted in this fiscal year's budget. There was a motion to approve Ordinance No. 2011-91 (Gerry Victor/Second: Nancy Schnell). Motion carried unanimously.
- 6.10 Consideration and approval authorizing the City Administrator to retain the services of an Associate Municipal Court Judge for the purposes of conducting arraignments and performing other duties as may be requested and/or required for City of Shoreacres prisoners detained at the La Porte Police Department jail facility. The City of Shoreacres will need access to a judge to conduct arraignments. The City of La Porte pays Judge Mitrano \$150 per day to handle their arraignments. Judge Mitrano is also an associate judge for our City. She has agreed to offer her services for \$50 per prisoner. There was a motion to approve agenda item 6.10, authorizing the City Administrator to retain the services of an Associate Municipal Court Judge for the purposes of conducting arraignments and performing other duties as may be requested and/or required for City of Shoreacres prisoners detained at the La Porte Police Department. (Gerry Victor/Second: Nancy Schnell). Motion carried unanimously.
- 6.11 Consideration and approval of Resolution No. 2011-50 establishing a processing fee of five percent for payments made by credit card to the Shoreacres Municipal Court for fees, fines, court costs, or other payments as authorized by Local Government Code section 132.0039(b). Credit card companies charge fees when credit cards are used to pay fines. The City has been absorbing these fees. This resolution would enable the City to recapture those costs. There was a motion to approve Ordinance No. 2011-50 (Richard Adams/Second: Gerry Victor). Motion carried unanimously.
- 6.12 Consideration and approval of Resolution No. 2011-92 authorizing the City Administrator to sign an agreement with TrafficPayment.com to provide 24 hour

online citation payment services, toll free pay-by-phone services, and ancillary services to the City of Shoreacres Municipal Court; and, approving fees to be charged by TrafficPayment.com for the collection of payments through the internet.

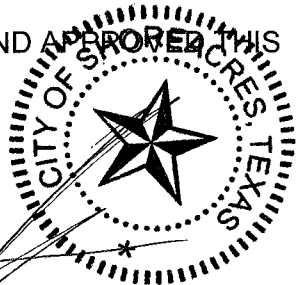
This resolution would enable people to pay fines over the phone 24 hours a day/7 days a week. The company adds a fee for their services. We are notified of the payments immediately. The company has Spanish speaking operators available. There was a motion to approve Ordinance No. 2011-92 authorizing the City Administrator to sign an agreement with TrafficPayment.com (Nancy Schnell/Second: Gerry Victor). Motion carried unanimously.

- 6.13 Consideration and approval of Resolution No. 2011-93 authorizing the City Administrator to sign an agreement with DOCUation Inc. for the rental of a multifunction scan/copy/print system, IT support, on-site maintenance, user training, and printing supplies. The City has an old copy machine that is in need of replacement. This resolution would authorize the City to rent another machine that can better suit their needs and would replace our existing printer, scanner and copier. Renting the machine would enable us to avoid being locked into a lease agreement and provide the flexibility to upgrade if necessary. The monthly fee of \$385 includes maintenance, repair costs and toner. There was a motion to approve Ordinance No. 2011-93 (Richard Adams/Second: Gerry Victor). Motion carried unanimously.

7.0 Adjournment: The meeting was adjourned at 8:59 pm.

PASSED AND APPROVED THIS 26TH DAY OF MARCH 2011.

ATTEST:



Dolly A. Adams
Dolly Adams, Mayor

David K. Stall, City Secretary