

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, FEBRUARY 25, 2025, 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
Council Member Steve Bass
Council Member David Dominy
Council Member John Lisenby
Council Member Joy McCormack

Members Absent:

Mayor Pro Tem Allen Carpenter

2. PLEDGE OF ALLEGIANCE

- 2.1 American Flag
- 2.2 Texas Flag

During the Regular City Council Meeting, Mayor Vajdos led the City Council, City staff, and visitors in the Pledge of Allegiance.

3. INTRODUCTIONS

John McDonald, City Administrator
Loren Smith, City Attorney
Jasmin Torres, City Secretary
Abbey Anderson, Assistant to City Administrator
Brent Walker, City Treasurer
Susan Thornhill, Assistant City Treasurer
Kristina Watson, Public Works Director
Jose Gomez, Development Services Manager
Mark Schulze, Chief of Police
Justin Lane, Assistant Chief of Police
Carlos Menchaca, Captain
David Dixon, Police Commissioner

4. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

- 4.1 Police Department Merit Award Presentation
 - Will be presented at the February Council meeting.

5. PUBLIC COMMENTS

5.1 PUBLIC COMMENTS (THREE MINUTE LIMIT)

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.**

5.1.1 Neil Dykman of the Spring Branch Presbyterian Church spoke regarding their plans for a cub scout hut behind the church at the end of the property.

5.1.2 Scott Tackett at 8412 North Green the Cub Master of the PAC 5512 regarding growing the PAC and having a scout hut behind the Spring Branch Presbyterian Church.

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 a 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 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Minutes for City Council Meeting on January 28,2025.

6.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 10, Cedarspur & Burkhart Pavement and Utility Improvement Project.

6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 10 Brighton Place Pavement and Utility Improvement Project

6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 2 for the Water Plant Electrical Improvement Project

6.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Authorizing the City Administrator to reclassify a Public Works Department System Operator I position

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

7. **DEPARTMENT REPORTS**

7.1 Public Works Update

1. Brighton Place Pavement and Utility Improvement Project

Public Works Director Kristina Watson briefed the Council that the in-line detention boxes are being placed and weather permitting will be completed by the end of the month. Conrad Construction will begin demoing on Pech Road after the boxes and pavement along the current phase of Winningham have been completed. TCH is nearing completion of the installation of the water main on Winningham and will soon begin individual service line connections.

2. Cedarspur (West of Bingle) & Burkhart (East of Bingle)

Public Works Director Watson informed the Council that On Par is still working toward the completion of the project and is still working on final connections which will be followed by restoration work.

3. Water Plant Electrical Improvement Project

Director Watson notified the Council that materials and equipment have begun arriving on site and the temporary power panels are being built.

4. CIP Project Design Update – Merlin & Spring Oaks Circle / Croes (East & West of Fries)

Director Watson recalled to the Council that at the November 19, 2024, City Council meeting, City Council approved CobbFendley to begin design work on the next two Capital Improvement Projects. Croes (East & West of Fries) & Merlin Court / Spring Oak Circle. During the discussion, Council requested CobbFendley investigate the ability to add a cul-de-sac on Croes and the possibility of minimizing the cul-de-sac on Merlin Court. Jennifer Steen of CobbFendley has provided exhibits demonstrating the options available for design. Director Watson and City Administrator John McDonald met with the Fire Marshall, Mr. Brian Croft, and discussed the radius requirements. Mr. Croft offered to have a fire engine drive the current 30 (thirty) foot radius cul-de-sac and ensure the apparatus could properly utilize it. While a 40 (forty) foot radius is preferred, the 30 (thirty) foot radius is the minimum that will work for the fire engines. Jennifer Steen of CobbFendley is present and can answer any questions about the exhibits presented.

At this time, Jennifer Steen of CobbFendley went over the CIP Project Design update, answered questions of the City Council, and requested direction to move forward with the project design. After much discussion, the direction given by the Council was as follows:

Merlin Court Reconstruction – The recommendation from CobbFendley was that the existing cul-de-sac stay the same and the only design change during the reconstruction be the City required rollover curb requirement versus the 6x6 (six by six) inch curb because the current slopes and drainage of Merlin Court are working properly. For this reason, CobbFendley is not looking to change any roadway profile or plan view of Merlin Court. The City Council agreed with Ms. Steen's recommendation.

Croes Drive Reconstruction (Southeast Cul-de-sac) – There is currently a 30 (thirty) foot radius, but it is not centered in the right-of-way and is shifted north. The options provided by CobbFendley include designs at a 40 (forty) foot radius like what is at Burkhart Circle and Burkhart Court, that would still give a 10 (ten) foot wide outline between the back of the curb and the right-of-way. The next option would be a 30 (thirty) foot-radius cul-de-sac that is centered inside of the right-of-way. Lastly, is the option of a 30 (thirty) foot radius cul-de-sac exactly where it is and not center it, in the right-of-way. Ms. Steen didn't have a specific preference of recommendation but did state that if there was a change to the larger cul-de-sac, then there is a need for it to be centered so that utilities could fit inside of the right-of-way in that paving. The City Council's recommendation was for a 30 (thirty) foot radius cul-de-sac and

centered in the right-of-way.

Croes Drive Reconstruction (North Cul-de-sac) – This area is already platted for a cul-de-sac at this location, but one has not been built. The first presented option would be to center a 30 (thirty) foot radius cul-de-sac in the middle of the existing right of way. The second would be centering a 40 (forty) foot-radius cul-de-sac in the middle of the existing right of way. City Administrator John McDonald informed the Council that once the designs were further along, the City would hold public meetings for residents on all streets affected. Ms. Steen also mentioned that to have a better idea of the changes, they will have a surveyor back out to reflect better on the plans.

Spring Oaks Circle Reconstruction – In this case, this area does not have the right-of-way. Ms. Steen explained that this is a dead-end street that has a very small cul-de-sac and is not even 30 (thirty) feet wide. She then presented the different views and options for a 30 (thirty) foot radius and a 40 (forty) foot radius. To go with a 30 (thirty) foot radius, the City would need to obtain additional right-of-way for the utilities to go around the road and the request would be the same for a 40 (forty) foot radius. Ms. Steen also advised the Council that both Spring Oaks Circle and Croes Drive on the west side of Fries Road that both roads would be significantly lowered than what they currently are to make sure that the roads sit lower than the foundations for those homes. The recommendation for the Spring Oak Circle reconstruction was to look at setbacks and right-of-way, and for it to be brought back before the Council again.

Croes Drive Reconstruction Road Exhibit – Croes is not centered in the existing right-of-way but goes through the right-of-way and is a narrower road than the standard. The designs presented show a big difference if the road is centered in the right-of-way versus centering on the existing road and would be shifting all the width on to one property. The recommendation for Croes Drive was to center it on the existing right-of-way.

7.2 Police Department Update

1. Number of calls for service – 3,465
2. Number of traffic violations – 798

7.3 Village Fire Department Report and updates from the City's representative to the Village Fire Department Board of Commissioners

Deputy Chief Miller presented the Village Fire Department updates for January 2025 to include updates on staffing, equipment, major calls, and ongoing projects.

8. RECESS REGULAR CITY COUNCIL MEETING

8.1 Regular Meeting of the Board of Directors of the Spring Valley Legacy Fund, Inc.

The Regular meeting of the City Council recessed at 7:02 p.m.

9. RECONVENE MEETING OF CITY COUNCIL

The Regular meeting of the City Council reconvened at 7:08 p.m.

10. OLD BUSINESS

10.1 CONSIDERATION AND POSSIBLE ACTION CONCERNING ORDINANCE RELATED TO CHAPTER 12 ZONING: ORDINANCE NO. 2025-XX AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS PROVIDING FOR THE AMENDMENT OF SECTION 3, DEFINITIONS, TO CHAPTER 12, PLANNING AND ZONING, OF THE CITY'S CODE OF ORDINANCES BY ADDING A DEFINITION OF GATE; RENUMBERING OTHER PROVISIONS IN SECTION 3, DEFINITIONS, TO CHAPTER 12, PLANNING AND ZONING; ADDING SECTION 11:01.11. GATES TO PROVIDE FOR HEIGHT AND EGRESS PROVISIONS TO SECTION 11 FENCES, CHAPTER 12, PLANNING AND ZONING, PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION.

Mayor Vajdos read the ordinance by caption only. Council Member Dominy motioned to approve Ordinance 2025-05, which approves the amendment of Section 3, Definition, to Chapter 12, Planning and Zoning, of the City's code of ordinances regarding the definition of gate and height and egress provisions, and Council Member Lisenby seconded the motion. The motion carried 3-1 with Council Member Bass voting against the approval of the ordinance.

11. NEW BUSINESS

11.1 CONSIDERATION AND POSSIBLE ACTION CONCERNING: APPROVAL OF RESOLUTION TO SIGN NEW DEPOSITORY AGREEMENT WITH WELLS FARGO

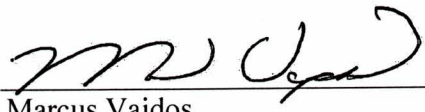
Council Member McCormack motioned to approve the new depository agreement with Wells Fargo, and Council Member Bass seconded the motion. Motion carried 4-0.

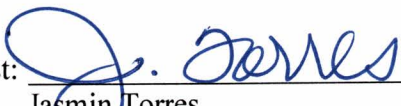
11.2 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance No. 2025-XX – AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 3, 2025, GENERAL CITY ELECTION ELECTED TO OFFICE; PROVIDING FOR THE INCORPORATION OF PREAMBLE; CANCELING THE MAY 3, 2025, GENERAL CITY ELECTION; PROVIDING A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

Council Member McCormack motioned to approve Ordinance 2025-06 canceling the May 3, 2025, General Election and declaration of unopposed candidates, and Council Member Bass seconded the motion. Motion carried 4-0.

12. ADJOURNMENT

Council Member Bass motioned to adjourn the meeting at 7:25 p.m., and Council Member Dominy seconded the motion. Motion carried 4-0.

Signed: 
Marcus Vajdos
Mayor

Attest: 
Jasmin Torres
City Secretary

