

**MINUTES OF THE CITY COUNCIL REGULAR MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, NOVEMBER 18, 2025 AT 6:00 PM
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 6:10 p.m.

Members Present:

Mayor Marcus Vajdos
Mayor ProTem Allen Carpenter
Council Member David Dominy
Council Member John Lisenby
Council Member Joy McCormack

Members Absent:

Council Member Steve Bass

2. PLEDGE OF ALLEGIANCE

2.1 American Flag

2.2 Texas Flag - Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.

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
Mark Schulze, Chief of Police
David Dxon, Police Commissioner
Justin Lane, Assistant Chief of Police
Susan Shoup, Assistant Finance Director
Abbey Anderson, Assistant to the City Administrator
Harrison Nicholson, Finance Director
Kristina Watson, Public Works Director

4. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

None.

5. 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.

None.

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 Approval of Minutes for Regular Meeting of the City Council on October 28, 2025.
- 6.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 19 Brighton Place Pavement & Utility Improvement Project
- 6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No.10, Water Plant Improvement Project
- 6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2025-XX - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AMENDING SECTION 1.705, ORDER OF AGENDA ITEMS, CHAPTER 1, GENERAL PROVISIONS, OF THE CITY'S CODE OF ORDINANCES TO REFLECT THE CHANGES IN AGENDA POSTING TIMELINES; AND PROVIDING FOR SEVERABILITY.
- 6.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2025-XX — An Ordinance of the City of Spring Valley Village, Amending the City Personnel Manual, as Adopted by Ordinance No. 95-05, Duly Passed and Approved on March 29, 1995, being Amendment No. 25 to the Personnel Manual, to Update and Address Policies, including Fleet Card, Progressive Discipline, and City Vehicle GPS Tracking Policies; Providing for the Incorporation of Preamble; Providing a Repealer Clause, a Severability Clause, and an Effective Date.

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

7. DEPARTMENT REPORTS

7.1 City Administration

- Parks and Greenspace Board Update

City Administrator John McDonald provided the City Administration update and thanked the residents who have contributed to the food drive for the Spring Branch East Pantry that will continue collection of donations through November 19, 2025.

At this time, Assistant to the City Administrator Abbey Anderson provided an update on the Parks and Greenspace Board at the preparations for the holiday tree lighting taking place on December 2, 2025 from 6:00 - 8:00 p.m. Grace Church, a dj, the Dadots, Santa, and the Grinch will all be participating, along with food trucks and several activities from local organizations.

The coloring contest for the tree lighting is now open, and submissions are due on December 1, 2025. There is a mailbox at City Hall so that children can leave letters to Santa through the holiday season.

7.2 Finance Department, to include Quarterly Investment Report

Finance Director Harrison Nicholson presented the quarterly investment report to the City Council.

7.3 Public Works Project Updates

At this time, Public Works Director Kristina Watson briefed the Council on the following projects: Brighton Place, the Water Plant Electrical Improvement Project, and the Bingle Road. Director Watson's updates were as follows:

- Brighton Place: An approximately 200-foot section of roadway on Winningham will be poured on Thursday, November 20th, and that will complete the roadway pavement. The last of the driveways and curbs on Winningham will be poured next week, and the last section of SOD replacement will follow that. With change order 4 adding Spring Oaks Circle and Merlin Ct. to the Brighton Place Project, the City will be hosting a town hall meeting for the residents on those two streets this Thursday to discuss the upcoming work and phasing for those streets.
- Water Plant Electrical Improvement Project: Replacement of the booster pumps has begun, and McDonald Municipal continues to work on the replacement installation of the new electrical equipment.
- Bingle Road Re-stripping: The Purchase Order was issued today for Bingle Road re-stripping. We will be publishing information about the start date and traffic control implementation once Lone Star provides the official start date, estimated to be around 2 weeks from now. They anticipate the entirety of the stripping to take 4 weeks.

7.4 Police Department

Chief Schulze provided the October Police Department Staff Report to the City Council

1. Number of calls for service — 3,825
2. Number of traffic violations — 926

7.5 Village Fire Department and activities of the VFD Board of Commissioners.

Fire Chief / Fire Marshall Brian Croft presented the Village Fire Department updates for October 2025, including updates on staffing, equipment, major calls, and ongoing projects.

8. NEW BUSINESS

- 8.1 **CONDUCT A PUBLIC HEARING CONCERNING: AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS AMENDING EXHIBIT A OF CHAPTER 12, PLANNING AND ZONING, OF THE CODE OF ORDINANCES OF THE CITY, BY AMENDING AND RESTATING THE DOLPHIN'S COVE PLANNED AREA DEVELOPMENT (DOLPHIN'S COVE PAD) CREATED PURSUANT TO ORDINANCE NO 2018-30 CONTAINING APPROXIMATELY**

2.639 ACRES OF LAND EAST OF VOSS ROAD AND NORTH OF INTERSTATE HIGHWAY 10 BY SUBSTITUTING THE DOLPHIN'S COVE PADD PROPERTY DESCRIPTION WITH A NEW PROPERTY DESCRIPTION; PERMITTING OUR SINGLE-FAMILY RESIDENCES SUBJECT TO THE PROVISIONS CONTAINED IN THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION HEREOF, WITH EACH DAY CONSTITUTING A SEPARATE OFFENSE.

1. Presentation
2. Those In Favor
3. Those Opposed
4. Adjourn Public Hearing

Mayor Vajdos opened the Public Hearing at 6:33 p.m.

1. Presentation

The City Administrator, John McDonald, briefed the Council on the Dolphin's Cove development, which was originally approved as a four single-family residential subdivision with access from Bingle Road via a 20-foot roadway. He explained that Dorado Homes has since submitted a request to amend the plan, proposing to shift the primary access point to Voss Road instead. Anthony Padua, who is at 5599 San Felipe, Suite 911

Houston, TX 77056 of Dorado Homes then presented their updated development plans to the Council and answered questions regarding the proposed changes. He provided additional details about the project and addressed concerns raised by Council members.

2. Those In Favor

Kay Suliivan Heard, who lives at 8711 Green Valley, spoke in favor of the development, but wanted to raise concerns regarding the utility services for the homes to go to Voss Road.

3. Those Opposed

Carlos Villagomez, who lives at 8456 Winningham, had questions and concerns about the construction and specification of the proposed bridge.

4. Adjourn Public Hearing

The Public Hearing was adjourned at 6:46 p.m.

- 8.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING: AN ORDINANCE OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS AMENDING EXHIBIT A OF CHAPTER 12, PLANNING AND ZONING, OF THE CODE OF ORDINANCES OF THE CITY, BY AMENDING AND RESTATING THE DOLPHIN'S COVE PLANNED AREA DEVELOPMENT (DOLPHIN'S COVE PAD) CREATED PURSUANT TO ORDINANCE NO 2018-30 CONTAINING APPROXIMATELY 2.639 ACRES OF LAND EAST OF VOSS ROAD AND NORTH OF INTERSTATE HIGHWAY 10 BY SUBSTITUTING THE DOLPHIN'S COVE PADD PROPERTY DESCRIPTION WITH A NEW PROPERTY DESCRIPTION; PERMITTING FOUR SINGLE-FAMILY RESIDENCES SUBJECT TO THE PROVISIONS CONTAINED IN THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED**

\$2,000.00 FOR ANY VIOLATION HEREOF, WITH EACH DAY CONSTITUTING A SEPARATE OFFENSE.

Mayor Vajdos read the Ordinance by caption only. At this time, City Administrator John McDonald addressed the concerns raised by residents during the public hearing. He clarified that the City does not impose impact fees and explained that all utilities are planned to connect between Voss Road and Bingle Road, with no utility connections extending north through neighboring properties.

Administrator McDonald then briefed the Council on the conditions and recommendations from the Planning and Zoning Commission's October 14, 2025, meeting. The Commission recommended approval of the request with the following conditions: increasing the pavement width of the proposed bridge from 20 feet to 28 feet; installing eight-foot fencing; and updating the drainage plan to demonstrate that the rear of the properties will drain toward the creek.

After much discussion, Council Member Dominy made a motion to approve Ordinance 2025-20, and Council Member McCormack seconded the motion approving and reinstating the Dolphin's Cove Planned Area Development (Dolphin's Cove PAD), with the following additional requirements:

- A landscape barrier consisting of trees and shrubs must be installed, with spacing recommendations provided by a certified forester.
- If construction on the project authorized by this Ordinance has not begun within two (2) years of its effective date, the Ordinance shall automatically expire and become null and void.

Motion carried 4-0.

8.3 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number 25-XX - A resolution of the City Council of the City of Spring Valley Village, Texas, approving the terms and conditions of an agreement for professional services by and between the City of Spring Valley Village, Texas and ATSER, LP; 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. Public Works Director Kristina Watson briefed the Council on the Request for Proposal (RFP) for Construction Management and Inspection Services related to capital improvement and construction projects, including streets, drainage, and utilities. She noted that the RFP was issued on October 1, 2025, and closed on November 3, 2025.

The City received three proposals—from Atser, Project Surveillance, and Aurora Technical Services. After a thorough review, scoring, and reference checks, Director Watson reported that Atser's proposal provided the best overall value.

Council Member Dominy made a motion to approve Resolution 25-16, authorizing the

agreement for professional services with Atser, LP. Council Member Carpenter seconded the motion. The motion carried 4-0.

8.4 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance No. 2025-XX - An Ordinance of the City of Spring Valley, Texas, Adopting Amendment No. 1 to the Original Budget of the City of Spring Valley Village, Texas, for the Fiscal Year 2024-2025; Funding Certain Obligations of the City During the Budget Period Necessary for the Provision of City Services; Containing Certain Findings; Providing Other Matters Related to the Subject; Providing for Severability, and an Effective Date.

Mayor Vajdos read the Ordinance by caption only. Council Member McCormack made a motion to approve Ordinance 2025-21 adopting Amendment No. 1 to the original budget for Fiscal Year 2024-2025, and Council Member Carpenter seconded the motion. Motion carried 4-0.

8.5 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Villages Mutual Insurance Group Recommended Insurance Carriers for Plan Year 2026, to include Texas Municipal League (TML) for Medical, Dental, and Vision; and The Hartford Group for Life/AD&D, Long-Term Disability, and Supplemental Life for the City of Spring Valley Village's Employee Benefits.

Assistant Finance Director Susan Shoup briefed the Council on the Board meeting held on October 29, 2025, and summarized the insurance plan comparisons presented. She reported that the City's current carrier, United Healthcare, proposed a 14% increase for the same medical coverage, while Blue Cross Blue Shield proposed a 23% increase. In contrast, the Texas Municipal League (TML) offered medical coverage with a 5% decrease in rates; however, their plans would eliminate HMO options and provide only two PPO plan choices.

Ms. Shoup also reviewed the dental and vision plans and answered questions regarding the proposed changes and the overall recommendations for the Plan Year 2026 employee insurance package.

Council Member Dominy made a motion to approve the recommendation from the Villages Mutual Insurance Group to select the Texas Municipal League (TML) for Medical, Dental, and Vision coverage, and The Hartford Group for Life AD&D, Long-Term Disability, and Supplemental Life. Council Member Carpenter seconded the motion. The motion carried 4-0.

8.6 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution No. 25-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, CASTING ITS BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

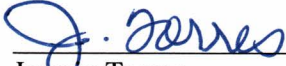
Mayor Vajdos read the Resolution by caption only. Council Member Dominy made a motion to approve Resolution 25-17, casting its ballot for the election of Bill Frazier to the Harris County Appraisal District Board of Directors, and Council Member Lisenby seconded the motion.

Motion carried 4-0.

9. ADJOURNMENT

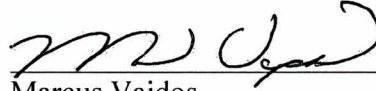
Council Member Carpenter motioned to adjourn the meeting at 7:19 p.m., and Council Member Lisenby seconded the motion. Motion carried 4-0.

Attest:



Jasmin Torres
City Secretary

Signed:



Marcus Vajdos
Mayor

