

MAYOR  
Jim Pappas

# CITY OF HUNTERS CREEK VILLAGE

CITY COUNCIL  
Stuart Marks  
Fidel Sapien  
Ken Spalding  
Chip Cowell  
Jay Carlton



CITY ADMINISTRATOR  
Tom Fullen, CPM  
CITY SECRETARY  
Crystal R. Dozier, TRMC

Notice is hereby given of regular meeting of the City Council of Hunters Creek Village, Texas, to be held on **Tuesday, March 24, 2020 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items. **In compliance with the recommendations of the CDC and other governmental agencies, to limit meetings to less than ten persons to limit the spread of the COVID-19 virus, members of the public will not be permitted to attend the meeting in person. However, members of the public may submit comments to the City Council in any of the following ways: 1) emailing the City Secretary at [crdozier@cityofhunterscreek.com](mailto:crdozier@cityofhunterscreek.com); 2) delivering written comments to City Hall prior to the meeting; or 3) by notifying the City Secretary in advance that they wish to be contacted by phone during the meeting in order to make their comments during the public comments portion of the meeting.**

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- A. Call to order and the roll of elected and appointed officers will be taken.
- B. Pledge of Allegiance.
- C. **PUBLIC COMMENTS** *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*
- D. **REPORTS**
1. City Treasurer Monthly Report **Pgs. 1-6**
  2. Police Commissioner Monthly Report **Pgs. 7-17**
  3. Fire Commissioner Monthly Report **Pgs. 18-19**
  4. Building Official Monthly Report **Pgs. 20-25**
  5. City Engineer and Public Works Report **Pg. 26**
    - a. 2019 Outfall Replacement-Outfalls #5 and #24
    - b. 2020 Outfall Replacement – Outfall #32 (River Glyn Drive)
    - c. Voss at Second Baptist
    - d. Beinhorn and Voss – Traffic Signal Reconstruction
    - e. Everwood Lane – Asphalt Street Maintenance
    - f. CCTV Phase II
    - g. Hunters Creek Elementary Drainage
  6. Mayor and Council Reports and Comments
- E. **CONSENT AGENDA** *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*

1. Approval of the Minutes of the Regular Meeting on February 25, 2020. **Pgs. 27-30**
2. Approval of the Cash Disbursement Journal for February, 2020.

F. REGULAR AGENDA

1. Discussion and possible action to adopt a resolution suspending CenterPoint Energy's 2020 Annual Gas Reliability Infrastructure Program ("GRIP") rate adjustment for 45 days. **Pgs. 31-36**
2. Discussion and possible action to decide whether or not to decline the 2020 consumer price index adjustment to the City's telecommunications right-of-way access line rates. **Pgs. 37-39**
3. Discussion and possible action to award a contract to A-1 Construction Services for Everwood Street Asphalt Repair in an amount not to exceed \$35,000. **Pgs. 40-42**
4. Discussion and possible action award a contract to Preferred Industrial Contractors, Inc. for Outfall #32 Rehabilitation at 1002 River Glyn Drive in the amount of \$115,915.00. **Pgs. 43-45**
5. Discussion and possible action to adopt an ordinance extending the Mayor's declaration of a local state of disaster in response to the COVID-19 Virus Pandemic. **Pgs. 46-50**
6. Discussion and possible action to discuss employees temporarily working from home during the COVID-19 Virus Pandemic. **Pg. 51**
7. Discussion and possible action regarding other measures to be taken by the City in response to the COVID-19 Virus Pandemic. **Pg. 52**

G. EXECUTIVE SESSION It is anticipated that all, or a portion of the discussion of the following items, if any, will be conducted in closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.

H. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.

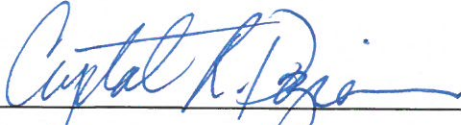
I. ADJOURNMENT

The City Council may convene a public meeting and then recess into closed executive session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation; (1) consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, § 551.071; (2) discussing the purchase, exchange, lease, or value of real property, § 551.072; (3) discussing a prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076.

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CERTIFICATION

I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, #1 Hunters Creek Place, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: March 19, 2020 at 12:00 p.m. and remained so posted continuously for at least 72 hours before said meeting was convene.



Crystal R. Dozier, TRMC  
City Secretary



The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 713.465.2150, by fax at 713.465.8357, or by email at [crdozier@cityofhunterscreek.org](mailto:crdozier@cityofhunterscreek.org). Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at [www.cityofhunterscreek.com](http://www.cityofhunterscreek.com).

**City of Hunters Creek Village  
Monthly Tax Office Report  
February 29, 2020**

Prepared by: Christine A. Porter, Tax Assessor/Collector

A. Current Taxable Value \$ 2,975,985,305

B. Summary Status of Tax Levy and Current Receivable Balance:

	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Original Levy 0.194082	\$ 5,582,553.54	\$ -	\$ 5,582,553.54
Carryover Balance	-	113,527.23	113,527.23
Adjustments	193,298.20	(2,173.54)	191,124.66
Adjusted Levy	5,775,851.74	111,353.69	5,887,205.43
Less Collections Y-T-D	5,506,858.54	7,133.45	5,513,991.99
Receivable Balance	<u>\$ 268,993.20</u>	<u>\$ 104,220.24</u>	<u>\$ 373,213.44</u>

C. COLLECTION RECAP:

Current Month:	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Base Tax	\$ 541,877.39	\$ 8,422.39	\$ 550,299.78
Penalty & Interest	7,189.58	2,649.48	9,839.06
Attorney Fees	-	2,391.29	2,391.29
Other Fees	1,375.39	-	1,375.39
Total Collections	<u>\$ 550,442.36</u>	<u>\$ 13,463.16</u>	<u>\$ 563,905.52</u>

Year-To-Date:	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Base Tax:	\$ 5,506,858.54	\$ 7,133.45	\$ 5,513,991.99
Penalty & Interest	7,189.58	2,649.48	9,839.06
Attorney Fees	-	2,391.29	2,391.29
Other Fees	1,413.89	-	1,413.89
Total Collections	<u>\$ 5,515,462.01</u>	<u>\$ 12,174.22</u>	<u>\$ 5,527,636.23</u>

Percent of Adjusted Levy	<u>95.49%</u>	<u>95.70%</u>
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# Budget Report Account Summary

For Fiscal: 2020 Period Ending: 02/29/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL GOVERNMENT (01)</b>							
<b>Revenue</b>							
<a href="#">100-00-41000</a>	CURRENT AD VALOREM TAXES	5,791,835.00	5,791,835.00	1,390,017.11	5,455,858.10	-335,976.90	5.80 %
<a href="#">100-00-41005</a>	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	8,422.39	7,133.45	-7,866.55	52.44 %
<a href="#">100-00-41010</a>	FRANCHISE TAXES	350,000.00	350,000.00	64,409.06	84,784.65	-265,215.35	75.78 %
<a href="#">100-00-41015</a>	SALES TAXES	450,000.00	450,000.00	59,535.30	101,634.18	-348,365.82	77.41 %
<a href="#">100-00-41020</a>	MIXED DRINK TAX	20,000.00	20,000.00	0.00	6,285.39	-13,714.61	68.57 %
<a href="#">100-00-41040</a>	PENALTIES/INTEREST	15,000.00	15,000.00	6,509.79	6,509.79	-8,490.21	56.60 %
<a href="#">100-00-42035</a>	BUILDING PERMITS	225,000.00	225,000.00	23,972.39	41,807.99	-183,192.01	81.42 %
<a href="#">100-00-42044</a>	CREDIT CARD PROCESSING FEE	2,400.00	2,400.00	392.40	626.10	-1,773.90	73.91 %
<a href="#">100-00-43057</a>	CHILD SAFETY FEES	5,400.00	5,400.00	462.21	916.45	-4,483.55	83.03 %
<a href="#">100-00-43070</a>	METRO RECEIPTS	225,000.00	225,000.00	29,767.65	50,817.09	-174,182.91	77.41 %
<a href="#">100-00-44025</a>	TRAFFIC FINES	175,000.00	175,000.00	13,490.59	24,914.26	-150,085.74	85.76 %
<a href="#">100-00-44027</a>	COURT TECHNOLOGY FUND	3,500.00	3,500.00	287.11	542.65	-2,957.35	84.50 %
<a href="#">100-00-44028</a>	COURT SECURITY FUND	2,500.00	2,500.00	274.18	469.67	-2,030.33	81.21 %
<a href="#">100-00-46030</a>	INTEREST INCOME	100,000.00	100,000.00	0.00	8,585.77	-91,414.23	91.41 %
<a href="#">100-00-48040</a>	BURGLAR ALARM PERMITS	0.00	0.00	0.00	50.00	50.00	0.00 %
<a href="#">100-00-48045</a>	SUBD ST. LIGHTS	31,000.00	31,000.00	35,287.73	35,478.23	4,478.23	114.45 %
<a href="#">100-00-48055</a>	OTHER INCOME	15,000.00	15,000.00	1,448.72	1,606.72	-13,393.28	89.29 %
	<b>Revenue Total:</b>	<b>7,426,635.00</b>	<b>7,426,635.00</b>	<b>1,634,276.63</b>	<b>5,828,020.49</b>	<b>-1,598,614.51</b>	<b>21.53 %</b>
<b>Expense</b>							
<a href="#">100-01-71000</a>	SALARIES & WAGES	598,250.00	598,250.00	46,331.68	119,126.05	479,123.95	80.09 %
<a href="#">100-01-71001</a>	LONGEVITY	5,376.00	5,376.00	0.00	0.00	5,376.00	100.00 %
<a href="#">100-01-71025</a>	TMRS	104,754.00	104,754.00	8,112.69	20,859.01	83,894.99	80.09 %
<a href="#">100-01-71030</a>	PAYROLL TAXES	47,704.00	47,704.00	3,780.01	10,676.65	37,027.35	77.62 %
<a href="#">100-01-71105</a>	INSURANCE BENEFITS	119,692.00	119,692.00	9,182.09	14,088.86	105,603.14	88.23 %
<a href="#">100-01-71107</a>	HRA	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">100-01-72045</a>	NOTICES & MAILING	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">100-01-72055</a>	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	550.98	829.89	7,670.11	90.24 %
<a href="#">100-01-72060</a>	TELEPHONE	16,500.00	16,500.00	1,326.04	924.27	15,575.73	94.40 %
<a href="#">100-01-72061</a>	TRAVEL & TRAINING	10,000.00	10,000.00	1,576.96	2,610.05	7,389.95	73.90 %
<a href="#">100-01-72062</a>	TUITION REIMBURSEMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">100-01-72063</a>	CERTIFICATION/LICENSE/EDUCATION	10,200.00	10,200.00	0.00	0.00	10,200.00	100.00 %
<a href="#">100-01-72065</a>	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
<a href="#">100-01-72090</a>	MEMBERSHIPS & SUBSCRIPTIONS	3,500.00	3,500.00	110.00	335.00	3,165.00	90.43 %
<a href="#">100-01-72108</a>	GEN LIABILITY/PROP/WC INS	19,500.00	19,500.00	0.00	0.00	19,500.00	100.00 %
<a href="#">100-01-72109</a>	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">100-01-72110</a>	ELECTIONS	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">100-01-72111</a>	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">100-01-72112</a>	CODIFICATIONS	2,500.00	2,500.00	1,251.00	1,251.00	1,249.00	49.96 %
<a href="#">100-01-75040</a>	OFFICE EQUIPMENT	5,000.00	5,000.00	96.97	96.97	4,903.03	98.06 %
<a href="#">100-01-76010</a>	COMPUTER SOFTWARE SERVICES	12,500.00	12,500.00	3,536.61	3,787.61	8,712.39	69.70 %
<a href="#">100-01-78056</a>	BANK FEES	1,200.00	1,200.00	0.00	308.52	891.48	74.29 %
<a href="#">100-01-78115</a>	PUBLIC RELATIONS	23,000.00	23,000.00	745.93	898.32	22,101.68	96.09 %
<a href="#">100-02-72042</a>	CONSULTING SERVICES	25,000.00	25,000.00	93.60	451.91	24,548.09	98.19 %
<a href="#">100-02-72085</a>	TAX COLLECTOR/ASSESSOR	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
<a href="#">100-02-72120</a>	AUDITOR	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">100-02-72300</a>	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">100-02-72310</a>	CITY ATTORNEY	75,000.00	75,000.00	1,580.00	1,580.00	73,420.00	97.89 %
<a href="#">100-02-72502</a>	CITY ENGINEER	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
<a href="#">100-02-78504</a>	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	0.00	100.00	7,400.00	98.67 %
<a href="#">100-03-72001</a>	VILLAGE FIRE DEPARTMENT	1,785,667.00	1,785,667.00	148,805.59	372,013.97	1,413,653.03	79.17 %



Budget Report

For Fiscal: 2020 Period Ending: 02/29/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">100-03-72005</a>	MEMORIAL VILLAGES POLICE DEPT.	1,949,987.00	1,949,987.00	162,498.00	487,505.00	1,462,482.00	75.00 %
<a href="#">100-04-72015</a>	GARBAGE SERVICE	635,000.00	635,000.00	41,728.21	41,728.21	593,271.79	93.43 %
<a href="#">100-04-72021</a>	STREET LIGHTS-CITY	60,000.00	60,000.00	0.00	9,035.85	50,964.15	84.94 %
<a href="#">100-04-72057</a>	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	89.80	89.80	1,910.20	95.51 %
<a href="#">100-04-72062</a>	TRAVEL/TRAINING - PW	8,500.00	8,500.00	0.00	55.00	8,445.00	99.35 %
<a href="#">100-04-72070</a>	MOSQUITO FOGGING CONTRACT	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
<a href="#">100-04-72091</a>	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">100-04-72205</a>	UNIFORMS-PW	3,500.00	3,500.00	195.12	292.68	3,207.32	91.64 %
<a href="#">100-04-72500</a>	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	3,560.00	3,560.00	56,440.00	94.07 %
<a href="#">100-04-72520</a>	TRUCK MAINTENANCE	15,000.00	15,000.00	10.40	10.40	14,989.60	99.93 %
<a href="#">100-04-72530</a>	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	1,162.00	1,162.00	2,338.00	66.80 %
<a href="#">100-04-72540</a>	MOWING CONTRACT	50,000.00	50,000.00	2,378.00	2,378.00	47,622.00	95.24 %
<a href="#">100-04-72541</a>	CONTRACT LABOR	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
<a href="#">100-04-72560</a>	LANDSCAPING	30,000.00	30,000.00	137.40	213.26	29,786.74	99.29 %
<a href="#">100-04-75510</a>	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	1,206.85	1,206.85	13,793.15	91.95 %
<a href="#">100-04-75550</a>	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	492.00	2,508.00	83.60 %
<a href="#">100-04-76500</a>	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	1,335.74	1,514.07	98,485.93	98.49 %
<a href="#">100-04-78050</a>	BUILDING MAINTENANCE	30,000.00	30,000.00	1,961.12	1,977.33	28,022.67	93.41 %
<a href="#">100-04-78051</a>	JANITORIAL SERVICE BLDG MAINTEN...	9,000.00	9,000.00	795.86	1,591.72	7,408.28	82.31 %
<a href="#">100-04-78063</a>	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
<a href="#">100-04-78540</a>	URBAN FOSTER	15,000.00	15,000.00	1,155.00	1,155.00	13,845.00	92.30 %
<a href="#">100-04-78544</a>	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	364.23	2,635.77	87.86 %
<a href="#">100-05-73000</a>	JUDGES & PROSECUTORS	45,000.00	45,000.00	2,835.00	2,835.00	42,165.00	93.70 %
<a href="#">100-05-73020</a>	JURY DUTY FEES	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">100-05-73025</a>	WARRANTS ISSUED	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">100-05-73030</a>	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	187.70	187.70	2,312.30	92.49 %
<a href="#">100-05-73031</a>	COURT TECHNOLOGY	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">100-05-73032</a>	COURT SECURITY	1,800.00	1,800.00	0.00	105.00	1,695.00	94.17 %
<a href="#">100-05-73034</a>	COURT MEMBERSHIPS & SUBSCRIPTI...	500.00	500.00	55.00	55.00	445.00	89.00 %
<a href="#">100-05-73035</a>	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	210.00	210.00	1,290.00	86.00 %
<a href="#">100-05-73044</a>	CREDIT CARD FEES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">100-05-73045</a>	COURT TAX PD TO STATE	70,000.00	70,000.00	0.00	0.00	70,000.00	100.00 %
<a href="#">100-06-75041</a>	COMPUTER EQUIP. & SOFTWARE	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
<a href="#">100-06-78064</a>	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
	<b>Expense Total:</b>	<b>6,747,980.00</b>	<b>6,747,980.00</b>	<b>448,581.35</b>	<b>1,107,662.18</b>	<b>5,640,317.82</b>	<b>83.59 %</b>
	<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>678,655.00</b>	<b>678,655.00</b>	<b>1,185,695.28</b>	<b>4,720,358.31</b>	<b>4,041,703.31</b>	<b>-595.55 %</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
	<b>Expense</b>						
<a href="#">200-01-75038</a>	STREET AND MAINTANANCE - RECUR...	500,000.00	500,000.00	0.00	0.00	500,000.00	100.00 %
<a href="#">200-01-75042</a>	CIP ENG. & DESIGN	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
<a href="#">200-01-75050</a>	REFORESTATION	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">200-01-75051</a>	1-10 NOISE ABATEMENT	46,800.00	46,800.00	0.00	0.00	46,800.00	100.00 %
<a href="#">200-01-75053</a>	OUTFALL REPAIRS	350,000.00	350,000.00	0.00	53,338.70	296,661.30	84.76 %
<a href="#">200-01-75056</a>	TRAFFIC LIGHT MAST ARMS	275,000.00	275,000.00	0.00	0.00	275,000.00	100.00 %
<a href="#">200-01-75060</a>	SIDEWALK REPLACEMENT	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<a href="#">200-01-75064</a>	STREET REPLACEMENT-BEINHORN W...	2,000,000.00	2,000,000.00	0.00	0.00	2,000,000.00	100.00 %
	<b>Expense Total:</b>	<b>3,341,800.00</b>	<b>3,341,800.00</b>	<b>0.00</b>	<b>53,338.70</b>	<b>3,288,461.30</b>	<b>98.40 %</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>3,341,800.00</b>	<b>3,341,800.00</b>	<b>0.00</b>	<b>53,338.70</b>	<b>3,288,461.30</b>	<b>98.40 %</b>
	<b>Report Surplus (Deficit):</b>	<b>-2,663,145.00</b>	<b>-2,663,145.00</b>	<b>1,185,695.28</b>	<b>4,667,019.61</b>	<b>7,330,164.61</b>	<b>275.24 %</b>

Budget Report

For Fiscal: 2020 Period Ending: 02/29/2020

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL GOVERNMENT (01)</b>						
Revenue	7,426,635.00	7,426,635.00	1,634,276.63	5,828,020.49	-1,598,614.51	21.53 %
Expense	6,747,980.00	6,747,980.00	448,581.35	1,107,662.18	5,640,317.82	83.59 %
<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>678,655.00</b>	<b>678,655.00</b>	<b>1,185,695.28</b>	<b>4,720,358.31</b>	<b>4,041,703.31</b>	<b>-595.55 %</b>
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
Expense	3,341,800.00	3,341,800.00	0.00	53,338.70	3,288,461.30	98.40 %
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>3,341,800.00</b>	<b>3,341,800.00</b>	<b>0.00</b>	<b>53,338.70</b>	<b>3,288,461.30</b>	<b>98.40 %</b>
<b>Report Surplus (Deficit):</b>	<b>-2,663,145.00</b>	<b>-2,663,145.00</b>	<b>1,185,695.28</b>	<b>4,667,019.61</b>	<b>7,330,164.61</b>	<b>275.24 %</b>

4

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01)	678,655.00	678,655.00	1,185,695.28	4,720,358.31	4,041,703.31
200 - CAPITAL IMPROVEMENTS (02)	-3,341,800.00	-3,341,800.00	0.00	-53,338.70	3,288,461.30
<b>Report Surplus (Deficit):</b>	<b>-2,663,145.00</b>	<b>-2,663,145.00</b>	<b>1,185,695.28</b>	<b>4,667,019.61</b>	<b>7,330,164.61</b>



## 2020 Municipal Court Recap

Month	Year 2018				Year 2019				Year 2020						
	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	Remitted to State			
Jan.	293	175C/118W	\$11,840	\$8,015	\$3,825	330	129C/201W	\$18,026	\$11,473	\$6,553	255	105C/150W	\$12,104	\$7,689	\$4,415
<b>Feb.</b>	<b>217</b>	<b>139C/78W</b>	<b>\$18,126</b>	<b>\$11,039</b>	<b>\$7,087</b>	<b>258</b>	<b>90C/168W</b>	<b>\$14,856</b>	<b>\$9,823</b>	<b>\$5,033</b>	<b>264</b>	<b>116C/148W</b>	<b>\$14,774</b>	<b>\$9,785</b>	<b>\$4,989</b>
March	192	121C/71W	\$21,690	\$13,734	\$7,956	272	122C/150W	\$22,911	\$16,008	\$6,903					
APRIL	143	88C/55W	\$18,129	\$11,786	\$6,343	266	113C/153W	\$15,747	\$10,757	\$4,990					
MAY	140	67C/73W	\$12,873	\$8,001	\$4,872	298	144C/154W	\$17,311	\$11,650	\$5,661					
JUNE	124	63C/61W	\$13,245	\$8,449	\$4,796	270	148C/122W	\$20,249	\$13,885	\$6,364					
JULY	129	71C/58W	\$11,197	\$7,272	\$3,925	193	109C/84W	\$21,863	\$13,900	\$7,963					
AUGUST	137	63C/74W	\$13,041	\$8,599	\$4,442	277	122C/156W	\$18,752	\$12,154	\$6,598					
SEPT.	288	146C/142W	\$11,484	\$7,458	\$4,026	247	111C/136W	\$17,869	\$12,627	\$5,242					
Oct.	273	132C/141W	\$20,200	\$12,215	\$7,895	211	97C/114W	\$17,680	\$11,762	\$5,918					
Nov.	319	146C/173W	\$20,600	\$13,133	\$7,467	239	104C/135W	\$15,556	\$10,226	\$5,330					
Dec.	<b>241</b>	<b>99C/142W</b>	<b>\$30,790</b>	<b>\$20,308</b>	<b>\$10,482</b>	<b>180</b>	<b>71C/109W</b>	<b>\$20,823</b>	<b>\$14,825</b>	<b>\$5,998</b>					
<b>TOTAL</b>	<b>2496</b>	<b>1,310C/111</b>	<b>\$203,215</b>	<b>\$130,009</b>	<b>\$73,117</b>	<b>3041</b>	<b>1360C/156</b>	<b>\$221,643</b>	<b>\$149,089</b>	<b>\$72,554</b>	<b>519</b>	<b>221C/298W</b>	<b>\$26,878</b>	<b>\$17,474</b>	<b>\$9,404</b>

Monthly Avg	208.00	109C/989	\$16,934.58	\$10,834.06	\$6,093.06	253	107C/121W	\$18,470.27	\$12,424.08	\$6,046.20	43.3	19C/25W	\$2,239.80	\$1,456.15	\$783.70
-------------	--------	----------	-------------	-------------	------------	-----	-----------	-------------	-------------	------------	------	---------	------------	------------	----------

\*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



Memorial Villages Police Department  
 11981 Memorial Drive  
 Houston, Texas 77024  
 Tel. (713) 365-3701

Raymond Schultz  
 Chief of Police

March 9, 2020

TO: MVPD Police Commissioners  
 FROM: R. Schultz, Chief of Police  
 REF: February Monthly Report

During the month of February MVPD responded/handled a total of 6,182 calls/incidents. 4,519 House watch checks were conducted. 741 traffic stops were initiated with 795 citations being issued for 1415 violations. (Note: 21 Assists in Hedwig, 193 in Houston, 0 in Spring Valley and 0 in Hillshire)

*Calls/Events by Village were:*

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	2148/5396	1690/4423	3	246	5@2:20
Piney Point:	1578/3744	1135/2825	8	283	4@3:06
Hunters Creek:	2201/4318	1672/3286	6	266	8@2:47 17@2:43

*Type and frequency of calls for service/citations include:*

Call Type	#	Call Type	#	Citations	#
False Alarms:	160	Ord. Violations:	8	Speeding:	256
Accidents:	17	Info Reports:	44	Exp. Registration:	253
ALPR Hits:	34	Suspicious Situations:	97	No Ins:	136
Assist Fire:	29	Welfare Checks:	13	Equipment	300
Assist EMS:	31			Stop Sign:	25

*This month the department generated a total of 101 police reports.*

Crimes Against of Persons (3)

Assault	1	Sexual Assault	1
Assault (DV)	1		

Crimes Against Property (16)

Burglary of a Vehicle	4	Forgery/Fraud/ID	9
Theft – Misd	3		

Petty/Quality of Life Crimes/Events (82)

ALPR Hits	2	Public Intoxication	1
Poss. of a Controlled Sub/Para.	7	Misc. Reports	39
Warrants	31	Recovered Stolen Vehicle	2

Arrest Summary: Individuals Arrested (42)

Warrants	31	DWI	0
Class 3 Arrests	7	Felony	4

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	608,343	4,815,125	12.6%
• Operating Expense:	221,776	896,837	24.7%
• Total M&O Expenditures:	830,119	5,711,962	14.5%
• Capital Expenses:	50	138,000	0%
• Net Expenses:	830,170	5,849,962	14%

Follow-up on Previous Month Items/Requests from Commission

- TML was contacted in reference to increasing the department Cyber Security and Ransomware coverage. The department was able to increase our coverage to tier 2 level for a \$40 per year increase in premiums. Coverage aggregate limits increased from \$50,000 to \$100,000.
- MVPD personnel conducted a salary survey for the budget committee.
- Budget Committee held a workshop on February 25<sup>th</sup>, 2020.

Personnel Changes/Issues/Updates

- Scheduled 6 candidates for testing in March pending reviews of their initial applications.
- The 2020 Maintenance of Effort (MOE) training cycle continues. Officers are receiving annual training and certifications in CPR, defensive tactics, EEOC/harassment policies, less-than-lethal procedures and use of the STOP sticks.

Major/Significant Events

- ALPR system had a total of 60 hits, resulting in 3 recovered vehicles, one set of stolen license plates. The system also assisted in identifying a suspect involved in a hit and run accident. The MVPD ALPR System was also featured on a syndicated radio talk show resulting in several inquiries from across the country.
- The department equipped all vehicles with additional cleaning equipment to combat the appearance of the Coronavirus in the US. All vehicles and jail cells have a bleach cleaning solution and disinfectant wipes available.
- On 2/9/20 MVPD personnel investigated a death call on Steppingstone. The victim had apparently fell and was unable to get up and attempted to use her cane to pull items closer to her causing a suspicious looking environment. Detectives and M.E. personnel investigated the incident to ensure there was no foul play. It was determined to be a natural death.
- On 2/16/20 officers began an investigation into a statutory sex assault case involving 2 students. Due to the age difference a mandated investigation was initiated. Prosecution is not expected as the age difference is within 7 days of being legal.

Status Update on any Major Projects

- Body worn camera (BWC) system was installed and all officers were issued BWC's on 2/11/20. The system is now operational.
- The new Axon in car video (ICV) systems were installed during the week of February 9, 2020. All marked patrol units now have the equipment installed and are operational.
- Held a conference call with Houston City Attorneys Office in reference to gaining access to Houston ROW for the ALPR system. An attorney has been assigned to assist in this on-going project and we are seeing movement after multiple prior failed attempts.

V-LINC new registrations in February: +44

BH – 1167/1250 (+25)

PP – 819/1160 (+6)

HC – 1104/1514 (+12)

Out of Area – 401 (+1)

## February 2020 VFD Assists

### Calls received directly by MVPD via 911/3700

<u>Priority Events</u>	<u>Average Response Times</u>
------------------------	-------------------------------

Total – 7	2:52
-----------	------

Fire – 0	N/A
----------	-----

EMS – 7	2:52
---------	------

#### By Village

BH Fire – 0	N/A
-------------	-----

BH EMS – 1	2:12
------------	------

PP Fire – 0	N/A
-------------	-----

PP EMS – 2	3:06
------------	------

HC Fire -0	N/A
------------	-----

HC EMS -4	2:57
-----------	------

#### Combined VFD Events (Priority + Radio)

Total – 36	3:44
------------	------

Fire – 18	3:04
-----------	------

EMS – 18	4:24
----------	------

#### Radio Call Events

Total – 29	3:56
------------	------

Fire- 18	3:04
----------	------

EMS- 11	5:20
---------	------



2020 ALPR Hit Locations  
With Recovery

02/29/20

- 1
- 2
- 3
- 4
- 5

10

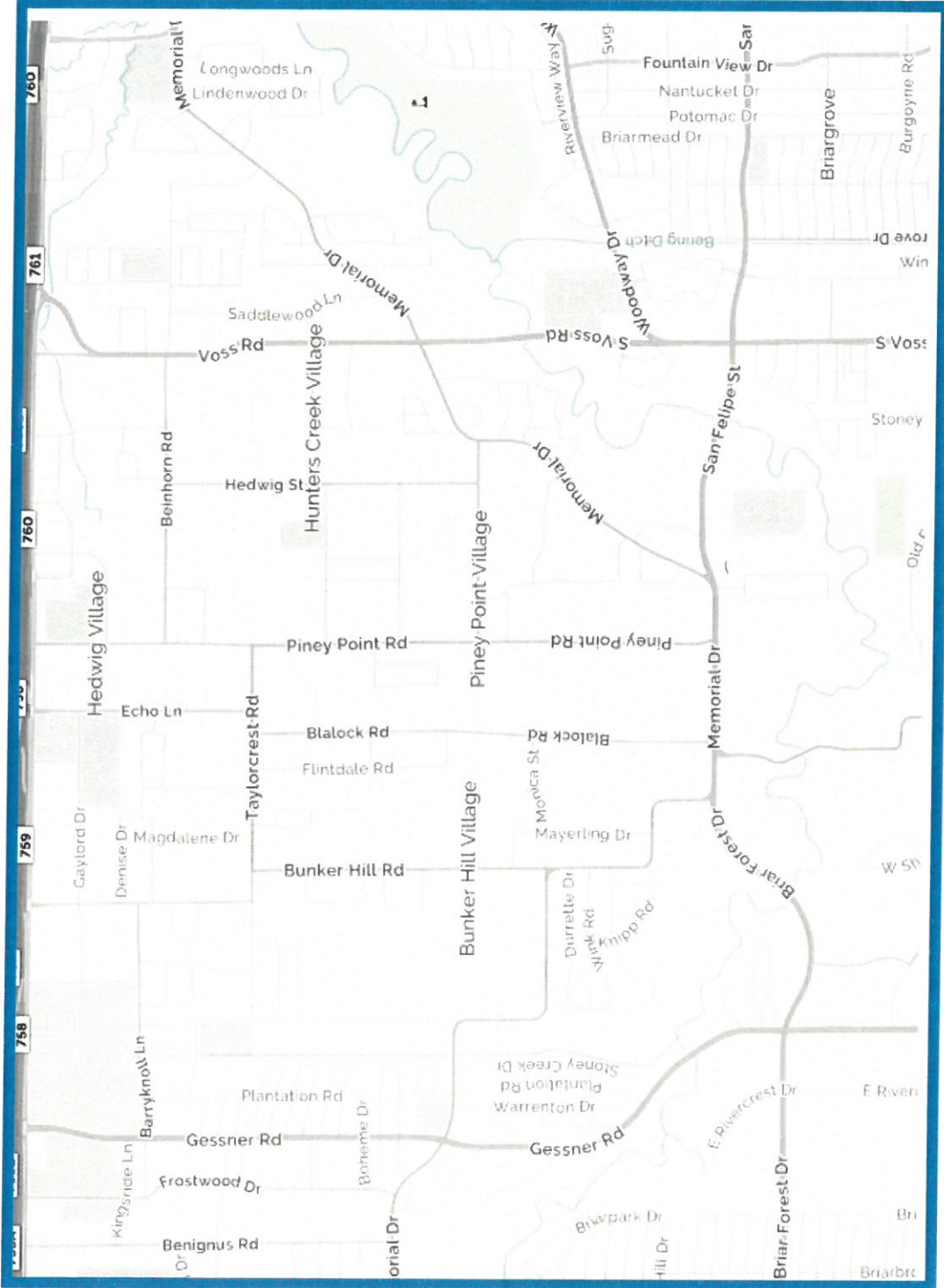




# 2020 Burglary Map

Address

Alarm POE



# 2020 Robberies

Address

MO



Daytime Burglary



Nighttime Burglary



Robbery

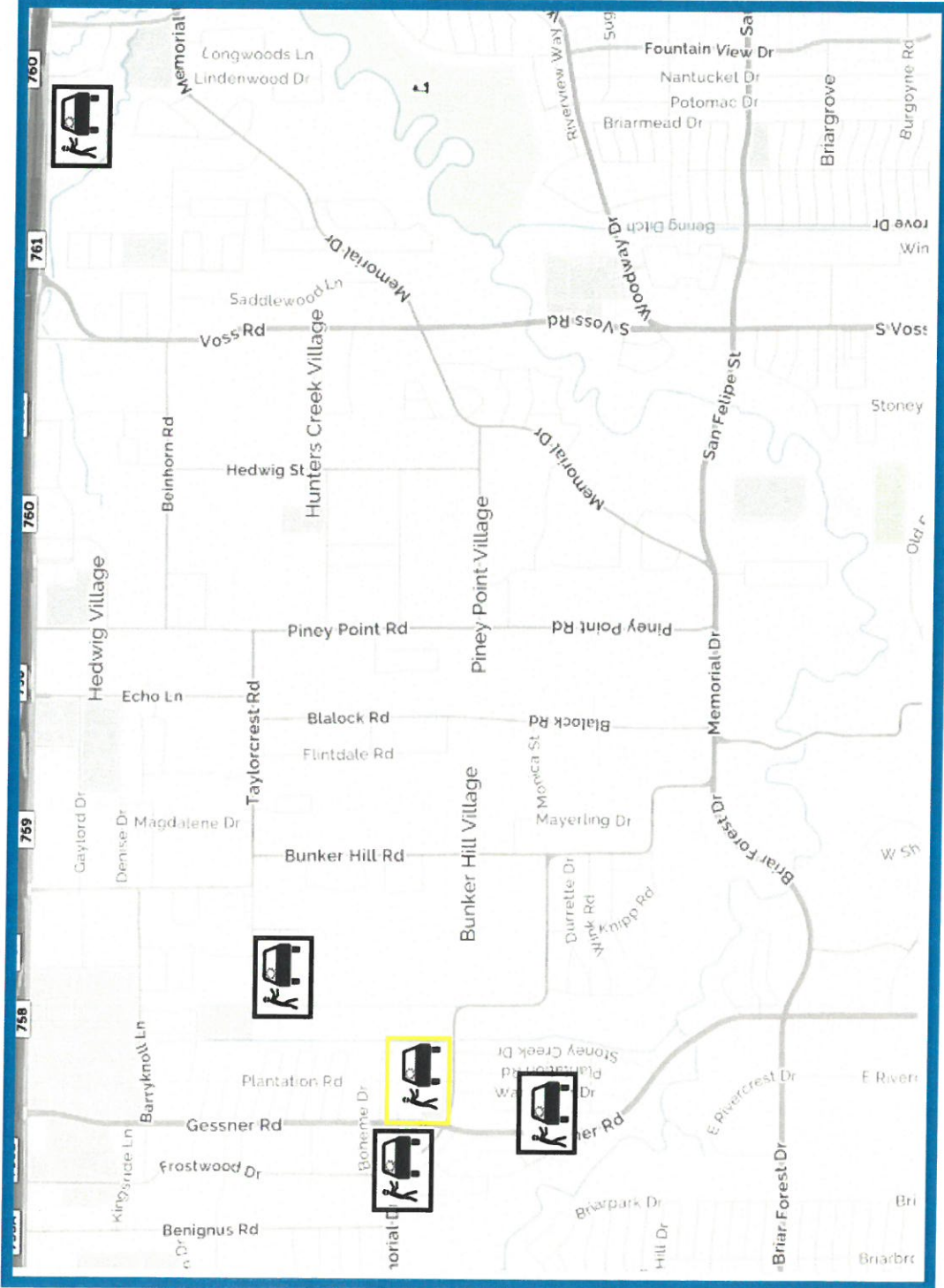
3/1/20



# 2020 Auto Burglary Map

**Address**  
 12210 Valley Star  
 11910 Broken Bough  
 933 Hickory Hollow  
 12126 Tara  
 12330 Tealwood North

**POE**  
 Side Window  
 UNL Door  
 UNL Door  
 Side Window  
 UNL Door




**Daytime Burglary**


**Nighttime Burglary**

(2) (3) (4)

3/1/20

# 2019 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
BAKER, BRIAN C	7:46:27	4:07:52											1	13
BIEHUNKO, JOHN	13:02:04	14:54:33											4	18
BOGGUS, LARRY	20:23:44	15:24:33											6	9
BRACHT, DANIEL	14:03:18	15:34:43											3	24
BURLESON, Jason	7:45:56	13:35:03											2	39
CADENA, VANESSA	20:57:17	17:39:42											4	49
CANALES, RALPH EDWARD	14:39:35	13:47:14											6	19
CERNY, BLAIR C.	4:49:50	19:25:49											6	35
HARWOOD, NICHOLAS	13:39:36	14:10:55											5	51
JARVIS, RICHARD	38:52:26	22:25:37											7	33
JOLIVET, CHARLES	17:12:39	18:35:09											3	59
JONES, ERIC	* 1:40:48	0:00:00											0	0
KELSO JR, RONALD K	* 2:44:33	6:12:45											1	0
LERMA, FRANK	* 5:38:37	15:52:34											0	0
MCCLVANY, ROBERT	8:18:04	14:18:27											2	26
MILLER, OSCAR	* 2:42:40	2:51:20											0	0
NASH, CHRISTOPHER	28:31:10	15:29:03											6	10
NOWLIN, DONALD L	11:12:43	28:35:23											8	123
OWENS, LANE	* 0:14:42	1:30:29											0	1
PAVLOCK, JAMES ADAM	6:22:26	11:48:32											4	38
RODRIGUEZ, CHRISTOPHER	* 5:12:41	4:39:42											0	0
SCHANMEIR, CHRISTIAN	12:06:22	14:35:02											2	45
SCHULTZ, RAYMOND	* 1:23:48	0:44:16											0	0
SILLIMAN, ERIC	7:52:27	17:00:02											13	17
SISSION, KYLE J	* 0:00:00	0:00:00											0	0
SPRINKLE, MICHAEL	4:11:54	10:11:38											0	6
TAYLOR, CRAIG	15:47:28	18:58:41											4	59
TORRES, PATRICK	* 1:01:08	1:02:53											2	0
TUGGLE, JAMES	13:39:46	14:26:44											3	42
VALDEZ, JUAN	19:48:46	16:17:39											4	20
WHITE, TERRY	16:06:36	28:42:38											5	59
* = Admin Asmt.														
													101	795

Dispatch Committed Time	911 Phone Calls	3700 Phone Calls	DP General Phone Calls*	Totals
	422	548		970
	2612	2306		4918
	62:09:26	63:05:30		

\* This is the minimal time as all internal calls route through the 3700 number.

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## 2020 Total Incidents

2020	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	1	10	96	107	51	7824	6112	3248	2733	2166	1690	2117	1614
February	3	16	82	101	42	6182	4519	2148	1690	1578	1135	2201	1672
March													
April													
May													
June													
July													
August													
September													
October													
November													
December													
<b>Total</b>	<b>4</b>	<b>26</b>	<b>178</b>	<b>208</b>	<b>93</b>	<b>14006</b>	<b>10631</b>	<b>5396</b>	<b>4423</b>	<b>3744</b>	<b>2825</b>	<b>4318</b>	<b>3286</b>

2019 Totals	19	159	1001	1179	580	113459	91672	40711	34541	28785	22638	40905	34223
Difference													
% Change													

2020 Recruiting and Hiring Metrics

Number of:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inquiries Phone/Internet	16	13										
Inquiries InPerson	0	1										
Applications Received	0	5										
Signed up to Test	0	5										
Showed up to Test	0	0										
Passed Test	0	0										
Completed PIQ	0	0										
Passed BG	0	0										
Passed Chief's Selection	0	0										
Offered Employment	0	0										
Hired	0	0										



**Village Fire Department**  
**2020 Strategic Plan Performance 1st Qtr Report**

	Standards/Base	Jan	Feb	Mar	Qtr Total
<b>2020 OPERATING BUDGET:</b>					
Percentage if spending 100% budget		8.3%	8.3%		16.6%
Actual Percentage Budget Spent		9.29%	7.95%		17.24%
Department Budget	100.0%	\$591,371.56	\$505,962.84		1,097,334.40
Personnel Expenses Total	\$6,365,470.00	\$541,753.83	\$444,960.84		986,714.67
Percentage Personnel Budget Spent		9.66%	7.93%		17.59%
Overtime	\$105,000.00	6,291.19	\$1,513.50		7,804.69
Percentage Overtime Budget Spent		5.99%	1.44%		7.43%
Capital Expenditures	\$79,000.00	\$5,253.60	\$0.00		5,253.60
Percentage Capital Budget Spent		6.65%	0.00%		6.65%
Operational Expenditures	\$678,190.00	\$44,364.13	\$61,002.00		105,366.13
Percentage Operational Budget Spent		6.5%	0.0%		6.54%
<b>EMERGENCY OPERATIONS: By month</b>					
Average Dispatch Time, high priority calls	60 Seconds	0:31	0:36		0:33
Average Turnout Times, high priority calls	60 seconds	0:32	0:42		0:37
Average Total Response high priority EMS	6:30	3:23	3:04		3:13
Average Total Response high priority fires	6:50	4:22	5:01		4:41
# Incidents		225	189		414
# Responses		408	333		741
VFD Patients		79	74		153
VFD Patients Transported		63	51		114
Houston Ambulance Patient Transports		4	1		5
Total Patients Transported		67	52		119
% of Calls, second Rescue Amb. Needed	Less Than 20%	19%	18%		18%
<b>EMS REVENUE:</b>					
EMS Collection Percentage		16%	15%		16%
Revenue Collected, Avg Per Patient		406.44	436.01		419.67
Amount Billed		156,813.94	147,246.30		\$304,060.24
Total Revenue Received from Patients		25,605.55	22,236.70		\$47,842.25
Revenue Returned to Cities					
<b>FIRE MARSHAL:</b>					
# of General Plans Reviewed		6	4		10
# of Sprinkler Systems Reviewed		10	12		22
# Fires Investigated		1	0		1
# Fire Citations Written		0	0		0
# INSPECTIONS YTD		25	59		25
Fire Prevention Permits		5	3		8
Residential Sprinklers to date		2022	2027		2027
# OF COMMUNITY Ed Events		8	16		24
% of Homes with Sprinkler Systems	6708	30.14%	30.22%		30.22%

1	2		3		4		5		6		7		8		9		10		11		12		13		14		15		16	
	Fire	EMS	Total	# LT EMS	Nett Stand. 6:30	1st Resp. Time	ALS Resp Time	of 90%	Natl. Stand 10:30	# LT Fire	Natl Stand. 6:50	Response Time	of 90%	Fire	EMS	Fire Alarms	% of Fire Calls	% of 2019 Calls are:	Fire	EMS	% of fire type = fire alarm									
Bunker Hill Village	34	22	56	9	3:26	5:44	100%	100%	2	5:46	100%	100%	61%	39%	16	47%														
Hedwig Village	34	51	85	28	3:17	3:17	100%	100%	4	4:38	100%	100%	40%	60%	10	29%														
Hilshire Village	8	3	11	0			100%	100%	2	6:19	100%	100%	73%	27%	3	38%														
Hunters Creek Village	65	28	93	12	3:33	6:30	100%	100%	0		100%	100%	70%	30%	19	29%														
Piney Point Village	33	16	49	6	3:10	4:45	100%	100%	3	4:48	100%	100%	67%	33%	12	36%														
Spring Valley Village	32	34	66	14	2:44	5:20	100%	100%	3	2:41	100%	100%	48%	52%	11	34%														
Houston	54	0	54																											
<b>Totals</b>	<b>260</b>	<b>154</b>	<b>414</b>	<b>69</b>	<b>3:14</b>	<b>5:07</b>	<b>100%</b>	<b>100%</b>	<b>14</b>	<b>4:50</b>	<b>100%</b>	<b>100%</b>	<b>63%</b>	<b>37%</b>	<b>71</b>	<b>36%</b>														

Notes: ALL Response Time categories include from the receipt of the call at the Primary Dispatch to arrival on location of the responding units.

Column 1: Reflects the cities listed within the chart.

Column 2: Reflects the year to date number of "fire" type calls within each jurisdiction. Includes: fires, vehicle collisions, gas leaks, rescues, tree in roadways, and others.

Column 3: Reflects the year to date number of "EMS" calls within each jurisdiction.

Column 4: Reflects the year to date, total number of all calls within each jurisdiction.

Column 5: Reflects the year to date, number of "life threatening EMS" calls within each jurisdiction.

Column 6, Row A: Reflects the "National Standard for total response time for life threatening EMS Calls of 6 minutes 30 seconds.

Column 7: Reflects the year to date, first responder's response times for each jurisdiction.

Column 8, Row A: Reflects the National Standard of the percentage of calls which the national standard should be met: 90%

Column 9: Reflects the year to date, percentage of calls which the national standard is met during life threatening EMS calls.

Column 10 Row A: Reflects the National Standard for total response time for life threatening EMS calls for arrival of Advanced Life Support Equipment and Personnel: 10 minutes 30 seconds.

Column 11: Reflects the year to date, Advanced Life Support equipment and personnel response time for life threatening calls within each jurisdiction.

Column 12 Row A: Reflects the National Standard of the percentage of calls which the ALS standard should be met: 90%

Column 13: Reflects the year to date, percentage of calls, which the national standards is met of ALS response for each jurisdiction.

Column 14: Reflects the year to date, number of life threatening "Fire Type" calls within each jurisdiction.

Column 15: Reflects the year to date, average total response time to fire type calls within each jurisdiction.

Column 16: Reflects the year to date, percentage of life threatening fire type calls which meet or exceed the National Standard.

Column 17: Reflects the year to date, percentage of calls which our "fire type" calls.

Column 18: Reflects the year to date, percentage of call which our "EMS" calls.

Column 19: Reflects the year to date, percentage of Fire Alarms within each jurisdiction.

Column 20: Reflects the percentage of fire type calls which are fire alarms.

**MAYOR**  
*Jim Pappas*

**CITY OF**  
**HUNTERS CREEK VILLAGE**

**CITY COUNCIL**  
*Stuart Marks*  
*Fidel Sapien*  
*Ken Spalding*  
*Chip Cowell*  
*Jay Carlton*



**CITY ADMINISTRATOR**  
*Tom Fullen, CPM*  
**CITY SECRETARY**  
*Crystal R. Dozier, TRMC*

## Building Official Monthly Report

Prepared March 16, 2020 for the March 24, 2020 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for February 2020.

Thank You,

A handwritten signature in blue ink, appearing to read 'James A. Stewart'.

James A. Stewart, CBO  
Building Official/Public Works Director

City of Hunters Creek Village  
Permit Activity Report (Issued) - 2016

Month	Building			Electrical		Mech & Plumbing		Total	
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees
January	19	\$10,534	2	12	\$1,860	31	\$5,160	62	\$17,554
February	14	\$24,127	0	10	\$1,935	18	\$3,930	42	\$29,992
March	27	\$34,508	1	11	\$1,690	31	\$5,675	69	\$41,873
April	18	\$16,908	1	8	\$1,165	31	\$4,010	57	\$22,083
May	24	\$31,155	3	25	\$3,125	34	\$5,135	83	\$39,415
June	24	\$23,653	0	13	\$1,850	27	\$3,645	64	\$29,148
July	20	\$9,406	0	11	\$1,590	20	\$2,965	51	\$13,961
August	18	\$14,653	1	12	\$1,985	30	\$3,990	60	\$20,628
September	16	\$41,142	1	11	\$1,425	19	\$2,995	46	\$45,562
October	21	\$15,151	0	9	\$1,880	21	\$2,845	51	\$19,876
November	28	\$13,946	0	15	\$2,295	25	\$4,145	68	\$20,386
December	12	\$13,364	1	11	\$1,345	27	\$4,530	48	\$19,239
<b>Total</b>	<b>241</b>	<b>\$248,547</b>	<b>10</b>	<b>148</b>	<b>\$22,145</b>	<b>314</b>	<b>\$49,025</b>	<b>701</b>	<b>\$319,717</b>

City of Hunters Creek Village  
Permit Activity Report (Issued) - 2017

Month	Building			Electrical		Mech & Plumbing		Total	
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees
January	15	\$18,056	3	19	\$3,055	32	\$5,880	66	\$26,991
February	15	\$10,320	1	6	\$770	20	\$2,915	41	\$14,005
March	33	\$44,722	4	18	\$2,275	31	\$6,290	82	\$53,287
April	24	\$20,445	1	12	\$1,770	30	\$4,995	66	\$27,210
May	16	\$10,225	0	22	\$3,710	42	\$7,410	80	\$21,345
June	17	\$8,701	0	14	\$2,085	32	\$3,880	63	\$14,666
July	24	\$31,490	3	16	\$3,050	39	\$5,930	79	\$40,470
August	35	\$20,106	2	14	\$2,335	29	\$5,405	60	\$27,846
September	18	\$17,495	2	11	\$1,765	21	\$3,975	50	\$23,235
October	36	\$37,903	2	22	\$2,886	20	\$2,970	78	\$43,759
November	31	\$31,086	1	17	\$1,772	21	\$3,860	69	\$36,718
December	19	\$9,892	1	13	\$1,285	32	\$5,240	64	\$16,417
<b>Total</b>	<b>283</b>	<b>\$260,439</b>	<b>20</b>	<b>184</b>	<b>\$26,758</b>	<b>349</b>	<b>\$58,750</b>	<b>798</b>	<b>\$345,947</b>

City of Hunters Creek Village  
Permit Activity Report (Issued) - 2018

Month	Building			Electrical		Mech & Plumbing		Total		Valuation \$
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	
January	23	\$21,993	3	22	\$2,830	37	\$6,640	82	\$31,463	\$5,142,190
February	20	\$19,659	1	6	\$970	28	\$6,065	54	\$26,694	\$3,093,740
March	29	\$56,193	3	16	\$2,655	32	\$4,945	77	\$63,793	\$7,691,803
April	25	\$27,768	2	13	\$1,700	29	\$5,775	67	\$35,243	\$4,974,148
May	21	\$22,463	1	18	\$3,300	30	\$5,115	69	\$30,878	\$4,020,621
June	27	\$29,485	3	14	\$3,085	25	\$3,400	66	\$35,970	\$5,135,993
July	43	\$51,062	3	27	\$5,775	56	\$9,630	126	\$66,467	\$10,385,422
August	19	\$27,552	2	18	\$3,545	33	\$6,185	70	\$37,282	\$5,212,019
September	15	\$3,889	0	7	\$1,505	18	\$3,175	40	\$8,569	\$698,375
October	27	\$46,688	2	13	\$1,850	34	\$4,575	74	\$53,113	\$8,892,298
November	19	\$28,722	3	10	\$1,530	24	\$4,095	54	\$34,347	\$5,717,580
December	20	\$32,156	3	11	\$1,855	20	\$3,480	51	\$37,491	\$5,545,669
<b>Total</b>	<b>288</b>	<b>\$367,632</b>	<b>26</b>	<b>175</b>	<b>\$30,600</b>	<b>366</b>	<b>\$63,080</b>	<b>830</b>	<b>\$461,312</b>	<b>\$66,509,858</b>

City of Hunters Creek Village  
Permit Activity Report (Issued) - 2019

Month	Building			Electrical		Mech & Plumbing		Total		Valuation \$
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	
January	19	\$4,633	0	11	\$1,405	15	\$3,730	45	\$9,768	\$702,660
February	17	\$6,188	1	8	\$1,355	30	\$4,080	55	\$11,623	\$2,637,978
March	23	\$13,320	0	10	\$1,170	18	\$2,262	51	\$16,752	\$1,758,240
April	22	\$17,127	1	15	\$3,160	40	\$6,175	77	\$26,462	\$2,931,125
May	26	\$17,786	2	17	\$3,045	29	\$4,295	72	\$25,126	\$2,661,043
June	24	\$12,674	1	6	\$1,150	23	\$4,030	53	\$17,854	\$2,088,440
July	39	\$19,821	1	18	\$2,535	34	\$5,025	91	\$27,381	\$3,760,834
August	27	\$26,431	2	12	\$2,265	33	\$5,145	72	\$33,841	\$5,975,468
September	23	\$26,541	2	12	\$2,095	31	\$5,140	66	\$33,776	\$3,896,872
October	27	\$40,968	3	12	\$1,865	35	\$6,050	74	\$48,883	\$8,384,388
November	20	\$7,283	0	13	\$1,790	22	\$3,235	55	\$12,308	\$1,213,903
December	22	\$14,495	0	10	\$2,020	31	\$4,675	63	\$21,190	\$1,767,497
<b>Total</b>	<b>289</b>	<b>\$207,265</b>	<b>13</b>	<b>144</b>	<b>\$23,855</b>	<b>341</b>	<b>\$53,942</b>	<b>774</b>	<b>\$284,962</b>	<b>\$37,778,448</b>

City of Hunters Creek Village  
Permit Activity Report (Issued) - 2020

Month	Building			Electrical		Mech & Plumbing		Total		Valuation \$
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	
January	17	\$10,267	1	12	\$2,160	18	\$2,510	47	\$14,937	\$1,779,758
February	24	\$17,887	1	10	\$1,455	21	\$3,355	55	\$22,697	\$2,970,153
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
<b>Total</b>	<b>41</b>	<b>\$28,154</b>	<b>2</b>	<b>22</b>	<b>\$3,615</b>	<b>39</b>	<b>\$5,865</b>	<b>102</b>	<b>\$37,634</b>	<b>\$1,779,758</b>

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**City of Hunters Creek Village  
Inspection Activity Report - 2019**

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
<b>Month</b>					
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December	125	115	92.0	10	8.0
<b>Total</b>	<b>125</b>	<b>115</b>	<b>92.0</b>	<b>10</b>	<b>8.0</b>

**City of Hunters Creek Village  
Inspection Activity Report - 2020**

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
<b>Month</b>					
January	112	100	89.0	12	11.0
February	161	134	83.2	27	16.8
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
<b>Total</b>	<b>273</b>	<b>234</b>	<b>86.1</b>	<b>39</b>	<b>13.9</b>

### HUNTERS CREEK VILLAGE - PLAN REVIEW STATUS REPORT

PROJECT ADDRESS	PROJECT TYPE	DATE SUBMITTED	REVIEW STATUS	COMMENTS
718 Camelot	Remodel	1/30/2020	Revisions Submitted - 2/6/20 - Review Completed 2/6/20 - Approved	Contractor notified to pick up permit - 2/6/20
3 Hunters Ridge Ct.	Remodel	2/4/2020	Revisions Submitted - 2/10/20 - Review Completed 2/10/20 - Approved	Contractor Notified to pick up permit - 2/10/20
918 Flint River Dr.	Remodel/Addition	2/6/2020	Review Completed - 2/10/20 - Approved	Contractor Notified to pick up permit - 2/10/20
1 Creekside Circle	Remodel	2/7/2020	Review Completed - 2/10/20 - Approved	Contractor notified to pick up permit - 2/10/20
607 Pifer Rd.	Remodel	2/14/2020	Review Completed - 2/27/20 - Approved	Contractor Notified to pick up permit - 2/27/20
718 Creekside Ln.	Remodel	2/18/2020	Review Completed - 3/4/20 - Approved	Contractor Notified to pick up permit - 3/4/20
824 Saddlewood	Sport Court Addition	2/19/2020	Review Completed - 2/21/20 - Approved	Contractor Notified to Pick up Permit - 2/21/20
11003 Hedwig Green	Swimming Pool	2/20/2020	Review Completed - 2/27/20 - Approved	Contractor notified to Pick up Permit - 2/27/20
1106 River Bend Dr.	New Swimming Pool	3/2/2020	Review Completed - 3/4/20 - Approved	Contractor Notified to Pick Up Permit - 3/4/20
10733 Old Coach Ln.	New Residence	3/6/2020	Review Completed - 3/11/20 - Not Approved	Contractor Notified of needed revisions - 3/11/20
10809 Jaycee Ln.	Remodel	3/6/2020	Review Completed - 3/12/20 - Not Approved	Contractor Notified of Needed Revisions - 3/12/20
11 Inwood Oaks Dr.	Remodel	3/6/2020	Review Completed - 3/9/20 - NOT APPROVED	Contractor notified of needed revisions - 3/9/20

City of Hunters Creek Village

# Certificate of Occupancy

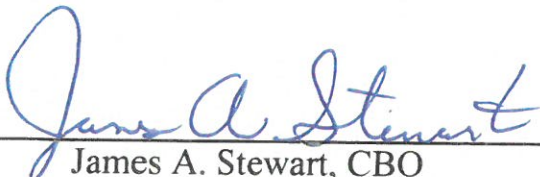
February 26, 2020

Permit Number: 201800682

Jeff and Karen Hibbard  
707 Storywood Drive  
Houston, TX 77024

The Residence Is Ready For Occupancy. All Final Building, Mechanical, Electrical and Plumbing Inspections Have Been Made And All Fees Have Been Paid. This Building Complies With The 2015 IRC.

\* This Residence Has Been Equipped With An Automatic Sprinkler System

  
James A. Stewart, CBO  
Building Official



### HUNTERS CREEK VILLAGE - ANIMAL CONTROL ACTIVITY REPORT

DATE	ADDRESS	ACTIVITY DESCRIPTION	DISPOSITION	NOTES
1/29/2019	Voss @ Beinhorn	Dead animal in roadway	Picked up and disposed	Appeared the animal was an Otter
4/9/2019	640 Pifer Rd.	Dead Animals in Roadway	Picked up and disposed	
4/10/2019	12 Inwood Oaks	Stray Dog at Residence	Trap Delivered	
5/10/2019	750 Pifer Rd.	Animal Trap Delivered to Resident	Picked Up/Relocated	
6/4/2019	210 Timberwilde Ln.	Opossum in trap - Picked Up	Trap Delivered	
6/7/2019	725 W. Creekside Dr	Animal Trap Delivered to Resident	Picked Up/Relocated	
6/11/2019	737 Camelot Ln	Animal Trap Delivered to Resident	Picked Up/Relocated	
6/24/2019	107 Timberwilde Ln	Trapped Raccoon - Pick Up/Return Trap to Resident	Picked Up/Relocated	
7/2/2019	10650 Memorial Dr.	Dead Squirrel on roadway	Picked Up/Relocated	
7/8/2019	321 Shasta	Bat inside House - Owner Caught and Froze - Rabies Test	Picked up/Took to Lab for Testing	Rabies test result was negative for Rabies.
7/8/2019	646 Hedwig Rd.	Dead Cat near street	Picked Up - Disposed	
7/11/2019	602 Wellesley	Dead Squirrel in front.	Picked up - Disposed	
7/15/2019	507 Three Corners	Large Opossum in Trap	Picked up - Relocated	
7/23/2019	507 Three Corners	Large Raccoon in Trap	Picked up - Relocated	
8/27/2019	729 W. Creekside	Needs animal trap delivered so they can catch animals in back yard.	Delivered trap to resident	
8/28/2019	403 Thamer Ln.	Pick up trapped racoon - Return trap	Picked up Raccoon - Returned trap	
9/5/2019	10810 Oak Creek St.	Report of Dog in Street from Police Dept.	Picked up Dog - Owner Located	Dog Returned to Owner
9/13/2019	331 Hunters Trail St.	Owner Bitten by his dog - Dog Very Aggressive/Dangerous	Dog Euthanized by Owner Request - Tested	Rabies Test NEGATIVE for Rabies
9/16/2019	210 Timberwilde Ln.	Opossum in trap - Picked Up	Picked Up - Relocated	
9/27/2019	600 Blk Timberwilde	Dog at Large	Picked Up Dog - Taken to CAPS for Adoption	Enrolled for Adoption at CAPS.
9/30/2019	10914 Walwick Dr.	Dead Raccoon	Picked Up/Disposed	
10/7/2019	9 Hunters Ridge Ct.	Dead Armadillo	Picked Up/Disposed	
10/11/2019	10800 Blk Roaring Brook	Dead squirrel in road	Picked Up/Disposed	
10/14/2019	938 Boros	Deliver Animal Trap - Feral Cats	Delivered Trap to resident	
10/25/2019	10814 Jaycee Ln.	Deliver Animal Trap - Raccoons	Delivered Trap to resident	
11/6/2019	10537 Gawain Ln.	Deliver trap for raccoons.	Delivered Trap to resident	
11/7/2019	Pifer at Beihorn	Dead Opossum in road	Picked Up/Disposed	
11/8/2019	Beinhorn at Pifer Rd	Dead Raccoon in Road	Picked Up/Disposed	
11/7/2019	423 Thamer Ln.	Dog Bite - UPS Driver Bitten while making delivery	Home Quarantine of Dog - Shots Current	Home Quarantine ended 11/18/19 - All OK - Rabies Vaccination Current
11/11/2019	Voss at Longshadow	Dead Raccoon in Road	Picked Up/Disposed	
11/11/2019	Memorial at Hunters Way	Dead animal in roadway	Picked Up/Disposed	
11/20/2019	Memorial at Creekside	Dead animal in roadway	Picked Up/Disposed	
1/6/2020	3 Saddlewood Estates	Animal Trap Delivered to Resident	Delivered Trap to resident	
1/7/2020	5 Reynolds Ct	Animal Trap Delivered to Resident	Delivered Trap to resident	
1/8/2020	Memorial near Thamer	Dead animal in roadway	Picked Up/Disposed	
1/8/2020	Voss at Beinhorn	Dead animal in roadway	Picked Up/Disposed	
1/17/2020	5 Reynolds Ct.	Pick Up Trap - No Longer Needed	Picked Up Trap	
2/3/2020	606 Hunters Way Dr.	Animal Trap Delivered to Resident	Delivered Trap to Resident	Relocated Raccoon
2/19/2020	210 Timberwilde Ln.	Trapped Raccoon - Pick Up/Return Trap to Resident	Delivered Trap to Resident	Relocated Raccoon
2/19/2020	3 Saddlewood Estates	Animal Trap Request	Picked up and relocated raccoon	
2/21/2020	3 Saddlewood Estates	Raccoon in trap	Pick Up Dog - Delivered to shelter	Relocated Cats
2/26/2020	Hunters Trail St.	Stray Dog	Picked Up/Relocated	
2/28/2020	507 Hunters Park Ln.	2 Feral Cats in Trap	Picked up dog - Delivered to Vet Clinic	Relocated Cats
3/3/2020	108 Shasta	Stray Dog on Banks Of Bayou	Picked Up Dog	
3/5/2020	907 Creekside Way	Stray Dog	Picked up dog - Relocated	
3/6/2020	506 Hunters Park Ln.	Feral Cat in Trap	Picked Up - Relocated	Relocated Cats

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**CITY OF HUNTERS CREEK VILLAGE  
ENGINEER'S REPORT**

Prepared March 17, 2020 for the March 24, 2020 Agenda

**A. 2019 Outfall Replacement -Outfalls #5 and #24**

1. Within budget.
2. Currently coordinating with landscaping contractor at Dodson residence. Work is anticipated to be completed within the next two weeks. Project close-out to follow. Total contract amount is \$353,981.

**B. 2020 Outfall Replacement – Outfall #32(River Glyn Drive)**

1. Received a total of 6 bids on March 16<sup>th</sup>.
2. Currently reviewing bids and contractor qualifications and will provide a recommendation at the council meeting.
3. Outfall rehabilitation estimated completion date is June 2020.
4. Overall construction cost will be approximately \$150,000.

**C. Voss at Second Baptist**

1. Awaiting draft report from geotechnical engineer.

**D. Beinhorn and Voss – Traffic Signal Reconstruction**

1. Decorative pole lead time has been reduced from one year, to less than six months.
2. Construction plans are advertised and bid opening is Thursday, March 26<sup>th</sup>, 2020.
3. Centerpoint gas conflict will be resolved by September.

**E. Everwood Lane – Asphalt Street Maintenance**

1. Contractors have submitted prices and bid tabulation is attached.
2. For longer lasting repair and greater appeal to roadway, Engineer's recommendation is to award A-1 Construction Services for OPTION A - 2" Mill and Overlay in the amount of \$33,930.00 with up to \$10,000 in Extra Work Items for Base Repair, as needed. Selected base repair material to be determined during pre-con. This option will repair the entire surface of the roadway.

**F. CCTV Phase II**

1. Contractor has completed additional inspection work.
2. Contractor's pay app is currently under review. Currently checking all videos requested were provided. Total contract revised is \$50k.

**G. Hunters Creek Elementary Drainage**

1. All comments addressed.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
February 25, 2020**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, February 25, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Ken Spalding Chip Cowell Jay Carlton
	City Attorney:	John Hightower
	City Administrator:	Tom Fullen
	City Secretary:	Crystal R. Dozier
	City Engineer:	Steve Byington

***With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:00 p.m. followed by the pledge of allegiance led by Chief Ray Schultz and invocation by Mayor Pappas.***

**PUBLIC COMMENTS**

Stephanie Stradley at 402 Hunters Park Lane spoke before the City Council regarding the Bridgewood Greenbelt.

Treasurer: Tom Fullen, City Administrator, presented the financial report and gave a brief summary.

Police Commission: Commissioner Steve Reichek reported and gave a brief summary. Follow-up on Previous Month Items/Requests from Commission-Budget Committee held FY21 preliminary budget meeting on February 3rd. Prepared annual reports and analysis for Commission of; Complaints, Accidents, Profiling, Pursuit Review and Use of Force. Personnel Changes/Issues/Updates-This month we had one applicant who applied with the PD, however after learning that he would be required to participate in a physical assessment he withdrew from the process. TCO Stivner is taking on additional duties and is learning NIBRS. In September 2019, all UCR contributing agencies were required to submit crime data using NIBRS criteria. The process is labor intensive, and Ms. Stivner requested the opportunity to learn the new system.

**Major/Significant Events**

- ALPR System recovered 6 stolen vehicles valued at \$148,200.00 in January, 5 of the vehicles had links to other crimes.
- Unit #174 damaged after driver backed into a pole at the PD causing \$800 in damage. The incident was found to be preventable. Officer reprimanded.
- 1/9/20. A local television station did a story on the ALPR system and a case where the suspects were breaking into homes while families were at funerals. A stolen vehicle and 2 heirloom bowls from the 1700's were recovered.

- 1/8/20 officers observed a suspicious vehicle enter the villages at San Felipe and Memorial. The vehicle eluded officers however, officers located the unoccupied vehicle that contained property from a burglary and a strong-armed robbery (purse snatching) along with the Id of the robbery suspect. HPD responded and took over the investigation.

Status Update on any Major Projects-Updated the CAPERS RMS system to be NIBRS compliant. All PC's and vehicle MDT's were uploaded with new software. Reviewed Buy-Board information of available 2020 police fleet vehicles. Learned that there will be no L.E. Ford Interceptors or Dodge Chargers available in 2020 models. Opened RFP Bids for FY20/21 Health, Dental and Life Insurance for MVPD employees, Bunker Hill and Piney Point. Bids came in at a 5% increase for health, others were a pass – thus no change in premium. On-Body Camera equipment delivered 1/30/20.

Fire Commission: Councilman Carlton gave a brief report on the ongoing renovation of the fire department. The Commission has received seven bids. The Commission received detailed bids March 24<sup>th</sup> and 25<sup>th</sup>. A selection will be made on best value. The subcommittee will make a recommendation if everything checks out with one particular contractor. The budget for is \$4,691,000 and best value bid is at \$4,684,000.

Building Official: James Stewart, City Building Official gave a brief summary of the building report. Hunters Creek Elementary has resubmitted building plans for the new school. The building permit should be issued within the next couple of weeks pending the Memorial Villages Water Authority and City Engineers approval. The maintenance crew have cleaned out and organized the maintenance shop.

City Engineer: Steve Byington, City Engineer reported on the following public work projects:

- a. 2019 Outfall Replacement-Outfalls #5 and #24

**The project is within budget. The City Engineer is currently coordinating with landscaping contractor at Dodson residence. Work is anticipated to be completed within the next two weeks. Project close-out to follow. Total contract amount is \$353,981.**

- b. 2020 Outfall Replacement – Outfall #32

**Construction drawings and specifications are complete and out for public bid. A recommendation to award bid will be on the next council agenda. Outfall rehabilitation estimated completion date is June 2020. Overall construction cost will be approximately \$150,000.**

- c. Voss at Second Baptist

**Geotechnical field work is nearing completion. Ground penetrating radar was completed in the field and a report was provided to the Geotechnical Engineer. There were 9 pavement coring locations completed thus far, with 7 additional planned. One 75-foot soil boring was completed, and another is planned this week to determine extent of voids. On schedule to have preliminary geotechnical findings for March council meeting. Construction cost still unknown but could range between \$1.5M and \$2.5M. Work will be taken to logical milestone and put on hold. See item G.**

- d. Beinhorn and Voss – Traffic Signal Reconstruction

Decorative pole lead time has been reduced from one year, to less than six months. Construction plans are advertised and scheduled to bid Thursday, March 19th, 2020. Centerpoint gas conflict will be resolved by September.

e. CCTV Phase II

Additional work is 100% complete and waiting on inspection videos from contractor. Total contract revised is \$50k. Once received, CobbFendley will begin review of inspected storm sewers

f. Hunters Creek Elementary Drainage

Construction drawings review complete and returned to Architect.

g. City Limit Boundary

As requested by Councilman Spalding last meeting, original incorporation documents and ordinances were found and reviewed in order to confirm city limit accuracy on current city map. There are multiple locations that the city limit boundary appears to be shown incorrectly. A brief presentation was presented at the council meeting.

#### **CONSENT AGENDA**

1. Approval of the Minutes of the Regular Meeting on January 28, 2020 and Special Meeting on February 12, 2020.
2. Approval of the Cash Disbursement Journal for January, 2020.
3. Approval of the 2019 4<sup>th</sup> Quarter, Quarterly Investment Reports.
4. Acceptance of resignation from Frank Doyle from his position as Alternate Fire Commissioner and approval of a Resolution appointing Rob Adams as Alternate Fire Commissioner.

**A motion was made by Councilman Marks to approve the Consent Agenda and Councilman Spalding seconded the motion. The vote to approve the motion was unanimous.**

#### **REGULAR AGENDA**

1. Discussion and possible action to approve an Ordinance declaring the unopposed candidates for Council Position No. 1 (Stuart Marks), Council Position No. 2 (Fidel Sapien), and Council Position No. 3 (Ken Spalding) duly elected and providing that the May 2, 2020 General Municipal Election is cancelled.

**A motion was made by Councilman Cowell to approve an Ordinance declaring the unopposed candidates for Council Position No. 1 (Stuart Marks), Council Position No. 2 (Fidel Sapien), and Council Position No. 3 (Ken Spalding) duly elected and providing that the May 2, 2020 General Municipal Election is cancelled. Councilman Carlton seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to award a bid to Century Concrete for the reconstruction of the culvert system at 217 Shasta in the amount of \$26,600.

**A motion was made by Councilman Spalding to award a bid to Century Concrete for the reconstruction of the culvert system at 217 Shasta in the amount of \$26,600. Councilman Cowell seconded the motion. The vote to approve the motion was unanimous.**

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3. **A motion was made by Councilman Spalding with a second by Councilman Marks to adjourn the meeting. The vote to approve the motion was unanimous.**
4. **The meeting was adjourned at 6:43 p.m.**

These minutes were approved on the \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
/s/  
Jim Pappas, Mayor

ATTEST:

\_\_\_\_\_  
/s/  
Crystal R. Dozier, TRMC  
City Secretary

DRAFT



**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** CenterPoint Energy's 2020 Annual Gas Reliability  
Infrastructure Program  
**PROCEEDING:** Motion  
**EXHIBITS:** Letter from CenterPoint

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March 5, 2020

CenterPoint Energy  
1111 Louisiana Street  
Houston, TX 77002-5231  
P.O. Box 2628  
Houston, TX 77252-2628

Mayor and City Council  
City of Hunters Creek Village  
Hunters Creek Village, Texas

Re: CenterPoint Energy 2020 Annual GRIP Adjustment for the Houston Division

Dear Madam or Sir:

CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas ("CenterPoint" or the "Company"), files the enclosed tariffs and supporting documents, including files in electronic form, with the City of Hunters Creek Village ("City") consistent with Section 7.7101 of the Railroad Commission of Texas ("Commission") Gas Services Division Rules and Section 104.301 of the Texas Utilities Code to establish the annual gas reliability infrastructure program ("GRIP") interim rate adjustment ("IRA") for the Company's Houston Division, which includes the City. The proposed IRA will affect rates for natural gas service customers located in the City. Simultaneously with this filing, CenterPoint makes the same GRIP filing with the Commission for customers located in the City's environs and cities of the Houston Division that have ceded original jurisdiction to the Commission.

CenterPoint consistently supplies its customers in the Houston Division with safe and dependable natural gas service by prudently investing in additions and upgrades to its delivery system. The Company will continue to prudently invest in its infrastructure in order to improve its natural gas service to its customers and to anticipate and meet their needs under all operating conditions. The GRIP program enables a gas utility such as CenterPoint to begin recovery of its incremental capital investment in the system, subject to a prudence review in its next rate case. This reduces regulatory lag and incentivizes needed investment. Consistent with Section 104.301 of the Texas Utilities Code and Commission precedent, the City's review of this GRIP filing is limited to a ministerial review to ensure compliance with the GRIP statute.

Pursuant to applicable law, the proposed IRA will become effective on May 4, 2020, unless the City suspends that date for a period of no longer than forty-five (45) days. The approved IRA will be applied to the monthly customer charge and will remain in effect until superseded by the earlier of (1) the effective date of the Company's next annual GRIP adjustment for the Houston Division; or (2) the issuance of a final order in a rate setting proceeding for the Houston Division.

As detailed in the attached schedules and supporting material, the Company invested \$157,664,708 in its Houston Division in calendar year 2019 and the applicable IRA is:

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<b>Rate Schedule</b>	<b>Current Customer Charge</b>	<b>Proposed 2020 Interim Rate Adjustment<sup>1</sup></b>	<b>Adjusted Charge</b>	<b>Increase Per Bill</b>
R-2095-I-GRIP 2020; R-2095-U-GRIP 2020 Residential	\$16.50 per customer per month	\$0.89 per customer per month	\$17.39 per customer per month	\$0.89 per customer per month
GSS-2095-I-GRIP 2020; GSS-2095-U-GRIP 2020 General Service Small	\$19.53 per customer per month	\$1.35 per customer per month	\$20.88 per customer per month	\$1.35 per customer per month
GSLV-626-I-GRIP 2020; GSLV-626-U-GRIP 2020 General Service Large Volume	\$203.41 per customer per month	\$20.80 per customer per month	\$224.21 per customer per month	\$20.80 per customer per month

Along with and in support of the proposed IRA, CenterPoint includes the following:

- (a) An earnings monitoring report showing the Company’s earnings for the Houston Division during the 2019 calendar year (under the “Earnings Monitoring Report” section of the enclosed filing).
- (b) An Interim Rate Adjustment Application containing accounting schedules and project reports for the GRIP Adjustment Period including a description of (i) the projects undertaken during the GRIP Adjustment Period (ii) the investment to provide utility service in the Houston Division, which were both completed and placed in service during the GRIP Adjustment Period, (iii) the Company’s prior utility investments in the Houston Division that were either retired or abandoned during the GRIP Adjustment Period, and (iv) the cost, need and customers benefited by those investments and retirements located in IRAs 12, 13, 14 and 15 which are voluminous and are being provided in electronic form only.
- (c) The Company’s calculations of the GRIP Adjustment amount to go into effect on the later of the Planned Effective Date or the end of any suspension period imposed (under the “Interim Rate Adjustment Application” section of the

<sup>1</sup> On December 22, 2017, the Tax Cuts and Jobs Act of 2017 (the “TCJA”) was signed into law. The TCJA reduced the federal corporate income tax rate from 35% to 21%. The Company has calculated the GRIP Adjustment using the 35% federal corporate income tax rate approved in GUD No. 10567. The Company has also calculated and is seeking approval of the GRIP Adjustment using the 21% federal corporate income tax rate under the Tax Cuts and Jobs Act of 2017. The Proposed 2020 Interim Rate Adjustment in the table above has been calculated using the reduced corporate income tax rate of 21%.

enclosed filing). The Company has calculated the GRIP Adjustment using the 35% federal corporate income tax rate approved in GUD No. 10567. The Company has also calculated and is seeking approval of the GRIP Adjustment using the 21% federal corporate income tax rate under the Tax Cuts and Jobs Act of 2017.

(d) Affidavits by Kristie Colvin, Brian K. Gower and Tal R. Centers, Jr. (under the "Affidavits" section of the enclosed filing).

- Ms. Colvin's affidavit verifies (i) that the Houston Division's books and records are kept in accordance with the rules of the Commission and (ii) that the reports enclosed accurately reflect the Houston Division's books and records related to the information in those reports.
- Mr. Gower's affidavit verifies the notice of the GRIP filing through customer bill inserts.
- Mr. Centers' affidavit concerns the reimbursement of relocation expenses.

In addition, the source documentation and workpapers supporting the data and calculations contained in the foregoing reports is maintained in CenterPoint's electronic databases which are available for review. To schedule an opportunity to review the electronic databases or any hard copy project files related to the new investment or retirements, please contact me at (713) 207-5946.

Notice of this proceeding will be provided to affected customers in the Houston Division by bill insert or by separate mailing within 45 days after the date of this filing in accordance with the applicable law.

Please accept for filing the above-mentioned tariffs, filing package and enclosures and return the enclosed copy of this letter with your file mark thereon to acknowledge such filings for our records.

Although only the incorporated tariffs are applicable to the City, for administrative ease, the Company has included in its filing package both incorporated and unincorporated tariffs. For the General Service Large Volume unincorporated tariff, the Company has added a sentence to the Application of Schedule paragraph to identify the cities that ceded original jurisdiction to the Commission. The addition of this sentence corrects for an administrative oversight which makes this tariff consistent with the Residential and General Service small tariffs.

The Company has automated its process of preparing the schedules and workpapers. Because of this automation, the Company has added columns and added tabs in the IRA forms and made minor changes to the formatting. A list of the changes is being provided.

City of Hunters Creek Village  
March 5, 2020  
Page 4

If the City takes any action regarding this filing, please send signed documents, such as, ordinances, resolutions and minutes to the following address:

Keith L. Wall  
1111 Louisiana Street  
CNP Tower 19<sup>th</sup> Floor  
Houston, Texas 77002

Please do not hesitate to contact me with any questions you may have regarding this filing.

Sincerely,



Keith L. Wall  
Director of Regulatory Affairs

Attachments

cc: Mr. Tal Centers  
Mr. Sam Chang  
Ms. Gracy Rodriguez

DELIVERED TO:

\_\_\_\_\_, \_\_\_\_\_ of  
NAME OFFICE (Mayor, City Secretary, etc.)

the City of Hunters Creek Village on this \_\_\_\_ day of March 2020.

\_\_\_\_\_  
SIGNATURE

**List of Changes to IRA Forms**

<b>Item</b>	<b>Changes</b>	<b>Tabs Affected</b>
1	Interim Rate Adjustment Amount per Rate Class and Monthly Customer Charge Adjustment sections on separate tabs.	IRA-5
2	Authorized Return on Capital not linked to General Info. IRA-1 tab	IRA-5, IRA-20
3	Added line for Interim Rate Adjustment Amount Prior to State Margin Tax	IRA-5, IRA-21
4	Standard Allocation Percentage applied to Gross Plant, Depreciation Expense, Accumulated Depreciation, and Net Plant (column J -M) for each FERC Account	IRA-6
5	Ref Column for footnotes removed	IRA-6, IRA-7, IRA-8, IRA-9, IRA-10, IRA-11, IRA-16, IRA-17, IRA-18, IRA-19
6	396-7380 Power Operated Equipment included in "Transportation and Power Operated Equipment" section	IRA-6, IRA-7, IRA-8, IRA-9, IRA-10, IRA-11, IRA-16, IRA-17, IRA-18, IRA-19
7	Meals reported as reduction to rate base	IRA-6, IRA-7, IRA-8, IRA-16
8	Standard Allocation Percentage applied to Gross Plant, Depreciation Expense, Accumulated Depreciation, and Net Plant (column N-Q) for each FERC Account	IRA-7
9	Standard Allocation Percentage applied to Gross Plant, Depreciation Expense, Accumulated Depreciation, and Net Plant (column J-M) for each FERC Account	IRA-8
10	Standard Allocation Percentage applied to Gross Plant, Depreciation Expense, Accumulated Depreciation, and Net Plant (column P-S) for each FERC Account	IRA-9
11	Rate Base Adjustments section only present where amounts exist and not shown throughout	IRA-9, IRA-10, IRA-11, IRA-17, IRA-18, IRA-19
12	Standard Allocation Percentage applied to Gross Plant, Depreciation Expense, Accumulated Depreciation, and Net Plant (column T-W) for each FERC Account	IRA-10
13	Standard Net Plant amounts shown for each FERC Account (Column P).	IRA-11
14	Standard Allocation Percentage applied to Depreciation Expense (column N) for each FERC Account	IRA-16, IRA-17
15	Standard Allocation Percentage applied to Depreciation Expense (column R) for each FERC Account	IRA-18
16	Standard Allocation Percentage applied to Depreciation Expense (column P) for each FERC Account	IRA-19
17	Federal Income Tax Rate not linked to General Info. IRA-1 tab	IRA-20
18	Weighted Cost of Debt not linked to General Info. IRA-1 tab	IRA-20
19	Ad Valorem Tax Rate not linked to General Info. IRA-1 tab	IRA-21
20	Line items for items recovered through other mechanisms (i.e. Franchise, Gross Receipts Tax, and Pipeline Safety fee) not included	IRA-21
21	Used Texas Margin Tax Gross-up Factor to calculate State Margin Tax Base for calculating State Margin Tax amount.	IRA-21
22	Revenue-related taxes (State Margin Tax) shown on separate tab	IRA-21
23	No longer have footnote schedules. Footnotes and comments are noted on each individual schedule.	IRA-22
24	Direct and Allocated Reconciliation Summaries are included in the supplemental workpapers	Direct Summary Recon/Allocated Summary Recon



**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** Public Utility Commission of Texas  
**PROCEEDING:** Motion  
**EXHIBITS:** 2019 Consumer Price Index

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# Public Utility Commission of Texas

1701 N. Congress Ave., PO Box 13326, Austin, TX 78711-3326

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## 2020 CONSUMER PRICE INDEX (CPI) ADJUSTMENT TO MUNICIPAL TELECOMMUNICATIONS RIGHT-OF-WAY ACCESS LINE RATES

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**March 9, 2020**

### **PURPOSE**

This letter is to notify you that your city's 2020 maximum access line rates have increased by 0.7267% due to inflation, as measured by the CPI. This adjustment has been made pursuant to Chapter 283 of the Local Government Code (House Bill 1777).

### **DEFAULT RATES FOR 2020: INCREASE**

Based on the choices made by your city in April 2019, your city's 2020 rate will either be adjusted for inflation, or will remain the same as your 2019 rate. According to our records, when similar CPI adjustments were made in April 2019, your city chose the MAXIMUM allowable CPI-adjusted rates. Therefore, your 2020 rates will reflect an increase of 0.7267% from your 2019 rates. You have the option to decline this increase in rates by taking the action explained below.

### **ACTION BY CITY: TO REFUSE THE INCREASE**

(1) You do not have to respond to accept the increased access line rates. (2) Respond ONLY if you want to DECLINE the increase in access line rates. (3) To decline, notify the PUC using page 2 of this letter no later than April 30, 2020. (4) The PUC does not require City council authorization; however, if your city charter requires it, please do so immediately. (5) Verify your contact information and highlight any changes. (6) Make a copy of this document.

### **WHAT HAPPENS IF A CITY DOES NOT RESPOND BY APRIL 30, 2020?**

If a city does not respond by April 30, 2020, the rates for your city will increase from 2019 levels to the newly established 2020 levels. The next opportunity to adjust your rates will be September 1, 2020.

### **WHAT HAPPENS NEXT?**

The PUC will notify telephone companies of your desired rates and you will be compensated accordingly no later than July 1, 2020.

### **FUTURE REVISIONS TO CPI**

The access line rates will be revised annually in March depending on whether the CPI changes for the previous year. If the CPI changes for the year 2020, you will receive a similar letter in March 2021.

See over...

**City of Hunters Creek Village**

**SECTION 1: Your 2019 city preferred rates are as follows:**

Residential: \$1.59 Non-Residential: \$3.53 Point-to-Point: \$5.35

**SECTION 2: Your default rates for 2020 are as follows. Note: These are higher than the 2019 rates (above) due to the CPI inflation adjustment.**

Residential: \$1.61 Non-Residential: \$3.56 Point-to-Point: \$5.39

To decline your default increase in rates, notify the PUC by completing the section below. You can mail or fax this page to the PUC. To accept rates in SECTION 2, no action is required.

I \_\_\_\_\_, Title \_\_\_\_\_, am an authorized representative for the City/Town/Village of \_\_\_\_\_. The City declines to accept the default rates indicated in SECTION 2 above. Instead, we choose the following rates: Residential \_\_\_\_\_; Non-Residential \_\_\_\_\_; Point-to-Point \_\_\_\_\_.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Other Comments:

**HOW TO RESPOND**

Mail: Stephen Mendoza  
Public Utility Commission  
P.O. Box 13326  
Austin, Texas 78711-3326

**INQUIRIES**

Inquiries only. NOT for sending your response.  
HB1777@puc.texas.gov  
Phone No: 512-936-7394

Or FAX to Stephen Mendoza at: 512-936-7428

**CITY CONTACT INFORMATION**

Please notify us if the contact information we have on file for your city has changed. Thank you.

Phone No. 1: (713) 465-2150  
Phone No. 2: \_\_\_\_\_  
Fax No: (713) 465-8357  
Email: tfullen@cityofhunterscreek.org

**Address**

TOM FULLEN CITY ADMINISTRATOR  
or current city official responsible for right-of-way issues  
CITY OF HUNTERS CREEK VILLAGE  
#1 HUNTERS CREEK PLACE  
HOUSTON TX 77024



**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** Everwood Asphalt Repair  
**PROCEEDING:** Motion  
**EXHIBITS:** Bid Tab

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Steve Byington will present this item.

Client: CITY OF HUNTERS CREEK VILLAGE  
 Project Name: Everwood Street Repair  
 Bid Date: Privately Bid (03/13/2020)

SEE SUMMARY ON NEXT PAGE.

Item No.	Spec. No.	Item Description	Unit	Quantity	Bidder No. 1		Bidder No. 2		Engineers Estimate	
					A-1 Construction Services	Southtex Asphalt	Unit Price	Extended Price	Unit Price	Extended Price
<b>OPTION A - 2" MILL &amp; OVERLAY</b>										
1		2" Mill & Overlay	SY	1170	\$ 29.00	\$ 33,930.00	\$ 33.23	\$ 38,879.10	N/A	\$ -
SUBTOTAL - OPTION A						\$ 33,930.00		\$ 38,879.10		\$ -
<b>OPTION B - 1" MILL &amp; OVERLAY</b>										
1		1" Mill & Overlay	SY	1170	\$ 23.00	\$ 26,910.00	Not Provided	\$ -	1 L.S.	\$ 27,066.97
SUBTOTAL - OPTION B						\$ 26,910.00		\$ -		\$ 27,066.97
<b>OPTION C - PATCH, SEAL &amp; COAT*</b>										
1		2 INCH HMAC ASPHALT, Complete in place	TON	52	\$ 278.00	\$ 14,456.00	\$ 67.00	\$ 3,484.00	1 L.S.*	\$ 17,734.57
2		Remove/Dispose Pavement Surface (2" depth)	SY	480	\$ 15.20	\$ 7,296.00	\$ 38.84	\$ 18,643.20		
3		SEAL COAT***	SY	1170	\$ 9.80	\$ 11,466.00	\$ 5.74	\$ 6,715.80		
4		CRACK SEAL***	L.F	1500	\$ 1.40	\$ 2,100.00	\$ 1.50	\$ 2,250.00		
SUBTOTAL - OPTION C						\$ 33,218.00		\$ 28,843.00		\$ 17,734.57
<b>OPTION C-1 - SURFACE PATCH REPAIR</b>										
1		2 INCH HMAC ASPHALT, Complete in place	TON	52	\$ 278.00	\$ 14,456.00	\$ 67.00	\$ 3,484.00	1 L.S.*	\$ 17,734.57
2		Remove/Dispose Pavement Surface (2" depth)	SY	480	\$ 15.20	\$ 7,296.00	\$ 38.84	\$ 18,643.20		
SUBTOTAL - OPTION C-1						\$ 21,752.00		\$ 22,127.20		\$ 17,734.57
<b>EXTRA WORK ITEMS - BASE REPAIR (As needed)**</b>										
1		6 INCH HOT MIX ASPHALTIC BASE COURSE	TON	78	\$ 225.00	\$ 17,550.00	\$ 194.00	\$ 15,132.00	\$ 150.00	\$ 11,700.00
2		6" CEMENT STABILIZED SAND SUBGRADE	SY	240	\$ 31.50	\$ 7,560.00	\$ 48.96	\$ 11,750.40	\$ 25.00	\$ 6,000.00
3		6" CEMENT STABILIZED CRUSHED CONCRETE SUBGRADE	SY	240	\$ 40.62	\$ 9,748.80	\$ 48.96	\$ 11,750.40	\$ -	\$ -
OPTION A - 2" MILL & OVERLAY						\$ 33,930.00		\$ 38,879.10	Not Provided	\$ -
OPTION B - 1" MILL & OVERLAY						\$ 26,910.00		\$ -		\$ 27,066.97
OPTION C - PATCH, SEAL & COAT						\$ 33,218.00		\$ 28,843.00		\$ 17,734.57
OPTION C-1 - SURFACE PATCH REPAIR						\$ 21,752.00		\$ 22,127.20		\$ -

**Notes:**

\* After field discussion with Contractor the following assumptions changed from Preliminary Estimate.  
 Option C & C-1

\*\* Extra Work items are for road base repair, and are on an as needed basis.  
 Surface repair quantity increased from 10% of roadway to 40% of roadway

\*\*\* Seal Coat and Crack Seal were highly discouraged by Contractor for use. Displayed as reference but not recommend for pavement repair.

The recommended method of base repair is 6" Hot Mix Asphalt.

However if price is a concern then 6" Cement Stabilized Sand is the recommend alternative.

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Client: CITY OF HUNTERS CREEK VILLAGE  
Project Name: Everwood Street Repair  
Bid Date: Privately Bid (03/13/2020)

**SEE SUMMARY BELOW**

**SUMMARY**

**Background:** The asphalt section of Everwood Lane was analyzed for street maintenance.

**Technical Info:** Asphalt Roads have 3 components. Surface, Base and Subgrade.

**Analysis:** The asphalt was determined to have good Base and Subgrade, but deteriorating and cracked Surface.

**Recommendations:** After Analysis with Two Contractors the recommend methods of repair are as follows:

- #1 OPTION A - 2" Mill & Overlay  
Recommend repair method for a long lasting repair, without performing a full street replacement (Surface, Base, Subgrade)
- #2 OPTION C-1 - Surface Patch Repair Only  
Recommend repair method for fixing miscellaneous pot holes

**Options Not Recommend:**

OPTION B - 1" Mill & Overlay was not recommend. Repair will be short lived. Asphalt section is not thick enough and the cracks will reappear

OPTION C - Patch, Seal & Coat is not recommend for the following reasons.

Crack Seal leaves unappealing black tar lines on roadway and isn't necessary, because water isn't penetrating to the Base.

Seal Coat will not adhere to weathered surface asphalt for long, and will leave black tar tire-marks in driveway when residents drive over it.

**Start Date:** Contractor can start within 30-60 days of award.

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**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** Outfall #32 (River Glyn)  
**PROCEEDING:** Motion  
**EXHIBITS:** Bid Tab

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Steve Byington will present this item.



March 18, 2020

The Honorable Jim Pappas  
City of Hunters Creek Village  
1 Hunters Creek Place  
Houston, Texas 77024

RE: Rehabilitation of Outfall 32  
Construction Award Recommendation  
CFA PROJ. NO. 2012-006-02

Dear Mayor Pappas:

CobbFendley received six (6) bids on March 16, 2020 for the above-mentioned project. The apparent low bidder was Preferred Industrial Contractors, Inc. with a total bid amount of \$115,915.00. There were mathematical errors identified in the bid tabulation for Preferred Industrial Contractors, however they remained the low bidder. Based on a review of the low bidder's submitted documents which include qualifications, experience and financials, it appears that the bidder is responsive and responsible. CobbFendley also completed an additional bidder interview to evaluate the unit prices submitted in the bid.

Based on review of the bid received and the conditions discussed above, we recommend that the contract for this project be awarded to Preferred Industrial Contractors, Inc., for the aforementioned amount contingent upon approval of bonds and certificate of insurance.

Enclosed, for your review, is a copy of the Unit Bid Tabulation. If you have any questions or require any additional information, please do not hesitate to call me at 713-462-3242.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.

A handwritten signature in blue ink that reads "S.G. Ray".

Stephen G. Ray, P.E.  
Project Manager

Enclosure

Item No.	Item Description	Unit	Quantity	Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4		Bidder No. 5		Bidder No. 6	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
<b>BASE BID - REHABILITATION OF OUTFALL 32</b>															
<b>SECTION 1 - SITE PREPARATION AND EARTH WORK</b>															
1	Mobilization, Demobilization, and Insurance in Accordance with the Bid Contract Documents (No Greater than 5% of Total Bid)	LS	1	5,000.00	5,000.00	10,000.00	10,000.00	1,687.00	1,687.00	6,000.00	6,000.00	7,500.00	7,500.00	30,000.00	30,000.00
2	Barricades, Signs, and Traffic Control, Complete in Place	LS	1	6,500.00	6,500.00	500.00	500.00	562.50	562.50	2,000.00	2,000.00	3,500.00	3,500.00	15,000.00	15,000.00
3	Remove and Dispose Existing 18-inch Broken Pipe, Within Project Limit, Complete in Place	LF	24	55.00	1,320.00	125.00	3,000.00	45.00	1,080.00	100.00	2,400.00	160.00	3,840.00	20.00	480.00
4	Cleaning, Grubbing and Tree Removal and Disposal at Offsite Location, Within Project Limit, Complete in Place	LS	1	3,200.00	3,200.00	4,500.00	4,500.00	5,624.00	5,624.00	4,000.00	4,000.00	8,500.00	8,500.00	15,000.00	15,000.00
5	Site Restoration, Including Access Road Requirements and Removal and Replacement of 40 LF of 6-ft Channel, Complete in Place	LS	1	4,500.00	4,500.00	10,000.00	10,000.00	8,435.50	8,435.50	6,000.00	6,000.00	9,500.00	9,500.00	10,000.00	10,000.00
6	Hydromulch Seeding for Erosion Control, Complete in Place	AC	1	3,000.00	3,000.00	2,500.00	2,500.00	1,687.00	1,687.00	5,000.00	5,000.00	1,200.00	1,200.00	35,000.00	35,000.00
<b>SUBTOTAL SECTION 1 - SITE PREPARATION AND EARTH WORK</b>					<b>23,520.00</b>		<b>30,500.00</b>		<b>19,976.00</b>		<b>35,400.00</b>		<b>34,040.00</b>		<b>105,480.00</b>
<b>SECTION 2 - PUBLIC STORM SEWER IMPROVEMENTS</b>															
7	18-inch Reinforced Concrete Pipe C-78 Type III, With Rubber Gaskets, C/S Sand Bed and Backfill, Complete in Place	LF	24	225.00	5,400.00	590.00	14,160.00	618.50	14,844.00	450.00	10,800.00	360.00	8,640.00	100.00	2,400.00
8	Reinforced Concrete Collar, Complete in Place	EA	2	1,500.00	3,000.00	5,000.00	10,000.00	2,812.00	5,624.00	1,000.00	2,000.00	2,500.00	5,000.00	5,000.00	5,000.00
9	Select Fill Embankment Material from Offsite Location, Including Excavation, Hauling, Placement Adjacent to Creek as Directed by Engineer during Construction and Compacted, Complete in Place	CY	23	145.00	3,335.00	125.00	2,875.00	39.50	908.50	200.00	4,800.00	120.00	2,760.00	100.00	2,300.00
10	Rehabilitation of Existing 18-inch RCP Storm Sewer by Curved-in-Place Pipe (CIPP), Including Liner, Pre-Rehab Cleaning and Telescoping, Post-Rehab Cleaning and Telescoping, Ditch Removal and Head-Off and Root Removal, Complete in Place	LF	135	215.00	29,025.00	246.00	33,210.00	206.50	27,877.50	180.00	24,300.00	360.00	48,600.00	275.00	37,125.00
11	Trench Safety for Storm Sewer, All Depths, Complete in Place	LF	24	185.00	4,440.00	10.00	240.00	385.50	9,272.00	1,100.00	26,400.00	20.00	480.00	10.00	240.00
11A	18-inch Thick Stone (100 pound boulder), Grade 1 Rip Rag Material, Complete in Place	CY	30	150.00	4,500.00	125.00	3,750.00	160.00	4,800.00	300.00	9,000.00	280.00	8,400.00	125.00	3,750.00
<b>SUBTOTAL SECTION 2 - PUBLIC STORM SEWER IMPROVEMENTS</b>					<b>49,220.00</b>		<b>64,235.00</b>		<b>62,826.00</b>		<b>77,100.00</b>		<b>73,860.00</b>		<b>50,815.00</b>
<b>SECTION 3 - STORM WATER POLLUTION PREVENTION PLAN</b>															
12	Erosion/Settlement Control in Accordance with TPDES Requirements Including Notice of Intent (NOI), Notice of Termination (NOT), Maintenance, Inspection and Reopening	LS	1	4,500.00	4,500.00	4,500.00	4,500.00	3,683.50	3,683.50	6,000.00	6,000.00	4,500.00	4,500.00	5,000.00	5,000.00
13	SWPPP Inspection and Maintenance	LS	1	3,500.00	3,500.00	900.00	900.00	4,713.00	4,713.00	2,000.00	2,000.00	3,000.00	3,000.00	5,000.00	5,000.00
14	Furnish, Install, and Remove Reinforced Filter Fabric Fence, Complete in Place	LF	100	8.00	800.00	2.75	275.00	3.00	300.00	7.50	750.00	7.50	750.00	10.00	1,000.00
15	Furnish Stabilized Construction Exit, Complete in Place	EA	1	1,700.00	1,700.00	4,500.00	4,500.00	2,812.00	2,812.00	3,500.00	3,500.00	2,800.00	2,800.00	3,000.00	3,000.00
16	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place	LF	20	20.00	400.00	50.00	1,000.00	8.50	170.00	100.00	100.00	195.00	3,900.00	100.00	2,000.00
17	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place (Stage II)	LF	20	35.00	700.00	50.00	1,000.00	8.50	170.00	100.00	100.00	260.00	5,200.00	100.00	2,000.00
18	Sodding for Erosion Control, Block Sodding, Complete in Place	SY	230	22.00	5,060.00	8.25	1,897.50	5.50	1,265.50	20.00	4,600.00	18.00	4,140.00	10.00	2,300.00
<b>SUBTOTAL SECTION 3 - STORM WATER POLLUTION PREVENTION PLAN</b>					<b>16,660.00</b>		<b>14,072.60</b>		<b>13,113.50</b>		<b>21,100.00</b>		<b>24,290.00</b>		<b>20,300.00</b>
<b>SECTION 4 - EXTRA WORK ITEMS</b>															
19	Select Fill Embankment Material from Offsite Location, Including Excavation, Hauling, Placement Adjacent to Bayou as Directed by Engineer During Construction and Compacted, Complete in Place	CY	30	225.00	6,750.00	20.00	600.00	56.50	1,695.00	40.00	1,200.00	90.00	2,700.00	100.00	3,000.00
20	Remove and Dispose Offsite of Existing Concrete, Complete in Place	ALL	1	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
21	Remove and Dispose Offsite of Existing Concrete, Complete in Place (Includes all saw-cutting required)	SY	3	75.00	225.00	60.00	60.00	11.50	34.50	40.00	120.00	250.00	750.00	100.00	300.00
22	7-inch Reinforced Concrete Pavement, Complete in Place	SY	3	65.00	195.00	20.00	60.00	281.50	844.50	60.00	180.00	180.00	540.00	100.00	300.00
23	8-inch Portland Cement Stabilized Subgrade	SY	3	35.00	105.00	20.00	60.00	67.50	202.50	300.00	900.00	140.00	420.00	50.00	150.00
24	8-inch Concrete Curb, Complete in Place	LF	15	12.00	180.00	20.00	300.00	60.00	900.00	60.00	360.00	35.00	525.00	10.00	150.00
25	Pre-cast Type 'BB' Inlet Top and Riser, Complete in Place	EA	1	2,000.00	2,000.00	500.00	500.00	7,648.50	7,648.50	5,000.00	5,000.00	2,500.00	2,500.00	5,000.00	5,000.00
26	Rehabilitation of Existing 18-inch RCP Inlet with Geopolymer Lining, Complete in Place	EA	1	1,500.00	1,500.00	500.00	500.00	12,000.00	12,000.00	3,400.00	3,400.00	8,500.00	8,500.00	1,000.00	1,000.00
27	Remove and Dispose Existing 18-inch Broken Pipes, Within the Project Limit, Complete in Place	LF	16	50.00	800.00	75.00	1,200.00	34.00	544.00	100.00	1,600.00	180.00	2,880.00	20.00	320.00
28	18-inch Reinforced Concrete Pipe C-78 Type III, With Rubber Gaskets, C/S Sand Bed and Backfill, Complete in Place	LF	16	110.00	1,760.00	125.00	2,000.00	618.50	9,896.00	600.00	9,600.00	380.00	5,760.00	100.00	1,600.00
29	Reinforced Concrete Collar, Complete in Place	EA	2	1,500.00	3,000.00	1,050.00	1,620.00	2,874.50	4,949.00	1,000.00	2,000.00	2,500.00	5,000.00	500.00	1,000.00
<b>SUBTOTAL SECTION 4 - EXTRA WORK ITEMS</b>					<b>26,816.00</b>		<b>16,260.00</b>		<b>48,489.00</b>		<b>36,626.00</b>		<b>39,266.00</b>		<b>22,820.00</b>
<b>TOTAL BASE BID (SECTIONS 1-3)</b>					<b>89,400.00</b>		<b>108,807.50</b>		<b>96,015.50</b>		<b>123,600.00</b>		<b>132,210.00</b>		<b>176,895.00</b>
<b>TOTAL EXTRA WORK BID (SECTION 4)</b>					<b>26,816.00</b>		<b>16,260.00</b>		<b>48,489.00</b>		<b>36,626.00</b>		<b>39,266.00</b>		<b>22,820.00</b>
<b>OVERALL TOTAL (SECTIONS 1-4)</b>					<b>116,216.00</b>		<b>125,067.50</b>		<b>144,504.50</b>		<b>160,226.00</b>		<b>171,476.00</b>		<b>199,715.00</b>

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**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** COVID-19 State of Disaster  
**PROCEEDING:** Motion  
**EXHIBITS:** Ordinance

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## **ORDER DECLARING A LOCAL STATE OF DISASTER IN THE CITY OF HUNTERS CREEK VILLAGE, TEXAS**

**WHEREAS**, on January 30, 2020, the World Health Organization Director General declared the outbreak of COVID-19 as a Public Health Emergency of International Concern and advised countries to prepare for the containment, including active surveillance, early detection, isolation and case management, contact tracing, and prevention of onward spread of the disease;

**WHEREAS**, on January 31, 2020, the U.S. Health and Human Services Secretary declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19;

**WHEREAS**, to date, certain persons in the region that includes the City of Hunters Creek Village have tested positive for the virus and it is anticipated that the number of persons diagnosed with the virus is likely to increase, as testing for the virus continues;

**WHEREAS**, on March 11, 2020, the County Judge of Harris County and the Mayor of the City of Houston both declared local states of disaster due to this same public health emergency;

**WHEREAS**, on March 13, 2020, the Governor of the State of Texas declared a state of disaster for all counties in Texas;

**WHEREAS**, as Mayor of the City of Hunters Creek Village, I am the presiding officer of the City Council, which is the governing body of the City, and have authority, under Section 418.108 of the Texas Government Code, to declare a local state of disaster; and

**WHEREAS**, I have determined that a state of disaster exists at this time within the boundaries of the City of Hunters Creek Village because of the risks to public health and safety presented by the COVID-19 pandemic;

**NOW THEREFORE**, I make and enter the following Order.

**Section 1.** I find and declare that a local state of disaster, as defined in Section 418.004 of the Texas Government Code, exists within the City.

**Section 2.** This Order and my declaration of a local state of disaster shall remain in full force and effect for seven days, unless continued or renewed with the consent of the the City Council pursuant to Section 418.108 (b) of the Texas Government Code.

**Section 3.** I hereby direct City staff to take steps to notify the public of this order and see that it is given prompt and general publicity and to see that the City Secretary promptly files the original of this Order in the City's official records.

**Section 4.** This Order activates the City's emergency management plan as provided in Section 418.108 (d) of the Texas Government Code.

**Section 5.** This Order shall take effect immediately.

**ORDERED** this the \_\_\_\_ day of March 2020.

**CITY OF HUNTERS CREEK VILLAGE,**

By: \_\_\_\_\_  
Jim Pappas, Mayor

ATTEST:

\_\_\_\_\_  
Crystal Dozier, City Secretary

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS GRANTING THE CITY COUNCIL'S CONSENT TO AN EXTENSION OF THE MAYOR'S ORDER DECLARING THE EXISTENCE OF A LOCAL STATE OF DISASTER IN THE CITY; CONTAINING FINDINGS; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.**

**WHEREAS**, the Mayor of the City of Hunters Creek Village has issued an order declaring that a state of disaster exists within the City because of the COVID-19 pandemic and the presence of infected individuals in the region that includes the City;

**WHEREAS**, the Mayor has determined that it is necessary and advisable to extend the Order declaring a state of emergency until \_\_\_\_\_.

**WHEREAS**, Section 418.108 of the Texas Government Code requires the consent of the City Council to any extension of an order declaring a local state of disaster beyond seven days;

**WHEREAS**, the City Council is of the opinion that the Mayor's order should be extended and desires to grant it's consent to that extension.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS**

**Section 1.** The findings included in the Mayor's order declaring a local state of disaster, a copy of which is attached hereto as Exhibit "A", are hereby incorporated into this motion.

**Section 2.** The City Council hereby grants its consent to the extension of the Mayor's order, declaring that a local state of disaster exists in the City, until \_\_\_\_\_, unless further extended.

**Section 3.** This Ordinance shall take effect immediately.

PASSED, APPROVED and ADOPTED this, the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jim Pappas  
Mayor

ATTEST:

\_\_\_\_\_  
Crystal Dozier  
City Secretary



**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** Staff temporarily working from home during  
COVID-19  
**PROCEEDING:** Motion  
**EXHIBITS:**

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Tom Fullen will be speaking on this topic.



**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** March 24, 2020  
**AGENDA SUBJECT:** COVID-19 Virus Pandemic  
**PROCEEDING:** Motion  
**EXHIBITS:**

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Tom Fullen will be speaking on this topic.