

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

Notice is hereby given of regular meeting of the City Council of Hunters Creek Village, Texas, to be held on **Tuesday, September 22, 2020 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items. Members of the public may attend the meeting in person or remotely by video or audio conference. The information for attending by video or audio conference is as follows:

VIDEO

- 1) Enter the following web address:
<https://zoom.us/j/96669640364?pwd=SEorZ21LeHdreXFxUUFEZGpTYUtWUT09>
- 2) Enter the following Access Code or Meeting Number: **966 6964 0364**
- 3) Enter the following Attendee ID or Numeric Meeting Password **940325**.

AUDIO

- 1) Call the following toll free number **+1 346 248 7799 US (Houston)**
- 2) Enter the following Access Code or Meeting Number: **966 6964 0364**
- 3) Enter the following Attendee ID or Numeric Meeting Password **940325**.

Anyone wishing to address the city council during the meeting must notify the City Administrator, Tom Fullen, before the meeting begins by: 1) emailing him at tfullen@cityofhunterscreek.com; or 2) calling him at **713-465-2150**.

- 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. 18-29](#)
 - Report from Fire Chief on status of fire station construction budget
 4. Building Official Monthly Report [Pgs. 30-37](#)
 5. City Engineer and Public Works Report [Pg. 38](#)
 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 August 25, 2020. [Pgs. 39-43](#)
 2. Approval of the Cash Disbursement Journal for August, 2020. [Pgs. 44-46](#)
- F. REGULAR AGENDA
1. Discussion and possible action to authorize a contract with FE Solutions to upgrade the AV System in Council Chambers for which the City would be reimbursed with funds from the CARES Act. [Pgs. 47-51](#)
 2. Discussion and possible action to appoint the City Administrator as the Acting City Secretary.
 3. Discussion and possible action to consider the appointment of members to the Planning and Zoning Commission, Board of Adjustment, Fire Commission and Police Commission. [Pg. 52](#)
 4. Discussion and possible action to assess the progress of construction and consider a request for an additional extension of building permit 201600635, which originally expired on December 1, 2019 and authorized construction

at 10802 Hunters Forest Drive, and setting the fees and conditions for the extension. **Pgs. 53-54**

- 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.
- a. Deliberations concerning the duties and work assignments of the City Administrator and other City Hall staff after the resignation of the city secretary. (§ 551.074 Personnel Matters).
 - b. Appointment of members to the Planning and Zoning Commission, Board of Adjustments, Fire Commission, and the Police Commission. (§ 551.074 Personnel Matters).
- 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.

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: September 16, 2020 at 10:30 a.m. and remained so posted continuously for at least 72 hours before said meeting was convene.

_____/s/
Tom Fullen, City Administrator
Acting 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 Administrator's Office at 713.465.2150, by fax at 713.465.8357, or by email at tfullen@cityofhunterscreek.com. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at cityofhunterscreek.com

**City of Hunters Creek Village
Monthly Tax Office Report
August 31, 2020**

Prepared by: Tiffany D. Morawiec, Tax Assessor/Collector

A. Current Taxable Value \$ 2,971,519,584

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	192,856.31	3,034.02	195,890.33
Adjusted Levy	5,775,409.85	116,561.25	5,891,971.10
Less Collections Y-T-D	5,714,538.89	5,025.54	5,719,564.43
Receivable Balance	<u>\$ 60,870.96</u>	<u>\$ 111,535.71</u>	<u>\$ 172,406.67</u>

C. COLLECTION RECAP:

Current Month:	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Base Tax	\$ 8,025.27	\$ (1,018.09)	\$ 7,007.18
Penalty & Interest	207.65	7.51	215.16
Attorney Fees	187.34	4.26	191.60
Other Fees	-	1.26	1.26
Total Collections	<u>\$ 8,420.26</u>	<u>\$ (1,005.06)</u>	<u>\$ 7,415.20</u>

Year-To-Date:	Current 2019 Tax Year	Delinquent 2018 & Prior Tax Years	Total
Base Tax:	\$ 5,714,538.89	\$ 5,017.04	\$ 5,719,555.93
Penalty & Interest	18,799.16	2,671.27	21,470.43
Attorney Fees	713.48	2,405.21	3,118.69
Other Fees	1,429.83	4.35	1,434.18
Total Collections	<u>\$ 5,735,481.36</u>	<u>\$ 10,097.87</u>	<u>\$ 5,745,579.23</u>

Percent of Adjusted Levy	<u>99.31%</u>	<u>99.48%</u>
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2020 Municipal Court Recap

Month	Year 2018						Year 2019						Year 2020							
	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	Revenues* Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	Revenues* Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	Revenues* Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues* Retained by City	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	264	116C/148W	\$14,774	\$9,785	\$4,989
Feb.	217	139C/78W	\$18,126	\$11,039	\$7,087	258	90C/168W	\$14,856	\$9,823	\$5,033	38	18C/20W	\$11,245	\$7,858	\$3,387	4	4 C / 0W	\$6,487	\$4,903	\$1,583
March	192	121C/71W	\$21,690	\$13,734	\$7,956	272	122C/150W	\$22,911	\$16,008	\$6,903	40	21C/19W	\$10,157	\$7,871	\$2,286	33	19C/14W	\$5,720	\$4,219	\$1,501
April	143	88C/55W	\$18,129	\$11,786	\$6,343	266	113C/153W	\$15,747	\$10,757	\$4,990	11	8 C/3 W	\$4,710	\$3,420	\$1,290	11	8 C/3 W	\$4,710	\$3,420	\$1,290
May	140	67C/73W	\$12,873	\$8,001	\$4,872	298	144C/154W	\$17,311	\$11,650	\$5,661	12	8C/4W	\$4,790	\$3,644	\$1,145	12	8C/4W	\$4,790	\$3,644	\$1,145
June	124	63C/61W	\$13,245	\$8,449	\$4,796	270	148C/122W	\$20,249	\$13,885	\$6,364	277	122C/156W	\$18,752	\$12,154	\$6,598	288	146C/142W	\$17,869	\$12,627	\$5,242
July	129	71C/58W	\$11,197	\$7,272	\$3,925	193	109C/84 W	\$21,863	\$13,900	\$7,963	247	111C/136W	\$17,869	\$12,627	\$5,242	273	132C/141W	\$20,200	\$12,215	\$7,995
Aug.	137	63C/74W	\$13,041	\$8,599	\$4,442	277	122C/156W	\$18,752	\$12,154	\$6,598	211	97C/114W	\$17,680	\$11,762	\$5,918	239	104C/135W	\$15,556	\$10,226	\$5,330
Sept.	288	146C/142W	\$11,484	\$7,458	\$4,026	247	111C/136W	\$17,869	\$12,627	\$5,242	180	71C/109W	\$20,823	\$14,825	\$5,998	180	71C/109W	\$20,823	\$14,825	\$5,998
Oct.	273	132C/141W	\$20,200	\$12,215	\$7,995	211	97C/114W	\$17,680	\$11,762	\$5,918	3041	1360C/156	\$221,643	\$149,089	\$72,554	657	299/358W	\$69,985	\$49,389	\$20,597
Nov.	319	146C/173W	\$20,600	\$13,133	\$7,467	239	104C/135W	\$15,556	\$10,226	\$5,330	55	25C/30W	\$5,832.08	\$4,115.76	\$1,716.38	55	25C/30W	\$5,832.08	\$4,115.76	\$1,716.38
Dec.	241	99C/142W	\$30,790	\$20,308	\$10,482	180	71C/109W	\$20,823	\$14,825	\$5,998	253	107C/121W	\$18,470.27	\$12,424.08	\$6,046.20	253	107C/121W	\$18,470.27	\$12,424.08	\$6,046.20
TOTAL	2496	1,310C/1183W	\$203,215	\$130,009	\$73,117	3041	1360C/156	\$221,643	\$149,089	\$72,554	657	299/358W	\$69,985	\$49,389	\$20,597	657	299/358W	\$69,985	\$49,389	\$20,597
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	55	25C/30W	\$5,832.08	\$4,115.76	\$1,716.38	55	25C/30W	\$5,832.08	\$4,115.76	\$1,716.38

*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL GOVERNMENT (01)							
Revenue							
100-00-41000	CURRENT AD VALOREM TAXES	5,791,835.00	5,791,835.00	28,084.87	5,718,168.78	-73,666.22	1.27 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	-1,289.42	5,025.54	-9,974.46	66.50 %
100-00-41010	FRANCHISE TAXES	350,000.00	350,000.00	52,983.76	279,628.82	-70,371.18	20.11 %
100-00-41015	SALES TAXES	450,000.00	450,000.00	51,040.35	367,295.85	-82,704.15	18.38 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	0.00	15,417.65	-4,582.35	22.91 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	288.99	19,114.77	4,114.77	127.43 %
100-00-42035	BUILDING PERMITS	225,000.00	225,000.00	35,697.20	334,938.79	109,938.79	148.86 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,400.00	2,400.00	186.52	1,545.62	-854.38	35.60 %
100-00-43057	CHILD SAFETY FEES	5,400.00	5,400.00	458.03	3,247.15	-2,152.85	39.87 %
100-00-43070	METRO RECEIPTS	225,000.00	225,000.00	25,520.18	183,647.94	-41,352.06	18.38 %
100-00-44025	TRAFFIC FINES	175,000.00	175,000.00	4,183.36	62,825.31	-112,174.69	64.10 %
100-00-44027	COURT TECHNOLOGY FUND	3,500.00	3,500.00	59.85	1,217.47	-2,282.53	65.22 %
100-00-44028	COURT SECURITY FUND	2,500.00	2,500.00	46.79	1,083.17	-1,416.83	56.67 %
100-00-46030	INTEREST INCOME	100,000.00	100,000.00	0.00	34,089.95	-65,910.05	65.91 %
100-00-48040	BURGLAR ALARM PERMITS	0.00	0.00	5,843.68	10,815.48	10,815.48	0.00 %
100-00-48045	SUBD ST. LIGHTS	31,000.00	31,000.00	0.00	35,478.23	4,478.23	114.45 %
100-00-48055	OTHER INCOME	15,000.00	15,000.00	4,090.65	10,729.45	-4,270.55	28.47 %
	Revenue Total:	7,426,635.00	7,426,635.00	207,194.81	7,084,269.97	-342,365.03	4.61 %
Expense							
100-01-71000	SALARIES & WAGES	598,250.00	598,250.00	43,794.49	412,925.92	185,324.08	30.98 %
100-01-71001	LONGEVITY	5,376.00	5,376.00	0.00	0.00	5,376.00	100.00 %
100-01-71025	TMRS	104,754.00	104,754.00	7,764.72	73,021.32	31,732.68	30.29 %
100-01-71030	PAYROLL TAXES	47,704.00	47,704.00	3,367.75	33,184.93	14,519.07	30.44 %
100-01-71105	INSURANCE BENEFITS	119,692.00	119,692.00	9,182.09	80,642.79	39,049.21	32.62 %
100-01-71107	HRA	4,000.00	4,000.00	500.00	1,150.00	2,850.00	71.25 %
100-01-72045	NOTICES & MAILING	15,000.00	15,000.00	0.00	1,743.60	13,256.40	88.38 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	152.36	5,062.18	3,437.82	40.44 %
100-01-72060	TELEPHONE	16,500.00	16,500.00	1,309.68	9,986.09	6,513.91	39.48 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	268.20	3,671.28	6,328.72	63.29 %
100-01-72062	TUITION REIMBURSEMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-01-72063	CERTIFICATION/LICENSE/EDUCATION	10,200.00	10,200.00	550.00	4,250.00	5,950.00	58.33 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	246.21	738.63	1,061.37	58.97 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	3,500.00	3,500.00	146.73	3,526.73	-26.73	-0.76 %
100-01-72108	GEN LIABILITY/PROP/WC INS	19,500.00	19,500.00	0.00	0.00	19,500.00	100.00 %
100-01-72109	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100.00 %
100-01-72110	ELECTIONS	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-01-72111	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
100-01-72112	CODIFICATIONS	2,500.00	2,500.00	0.00	2,201.00	299.00	11.96 %
100-01-75040	OFFICE EQUIPMENT	5,000.00	5,000.00	240.24	1,483.63	3,516.37	70.33 %
100-01-76010	COMPUTER SOFTWARE SERVICES	12,500.00	12,500.00	15.98	12,114.64	385.36	3.08 %
100-01-78056	BANK FEES	1,200.00	1,200.00	0.00	1,125.98	74.02	6.17 %
100-01-78115	PUBLIC RELATIONS	23,000.00	23,000.00	713.64	2,981.93	20,018.07	87.04 %
100-02-72042	CONSULTING SERVICES	25,000.00	25,000.00	1,164.38	13,624.45	11,375.55	45.50 %
100-02-72085	TAX COLLECTOR/ASSESSOR	45,000.00	45,000.00	11,021.00	51,141.00	-6,141.00	-13.65 %
100-02-72120	AUDITOR	15,000.00	15,000.00	0.00	16,230.00	-1,230.00	-8.20 %
100-02-72300	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
100-02-72310	CITY ATTORNEY	75,000.00	75,000.00	5,025.00	25,150.00	49,850.00	66.47 %
100-02-72502	CITY ENGINEER	75,000.00	75,000.00	4,835.00	29,311.55	45,688.45	60.92 %
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	2,314.51	2,414.51	5,085.49	67.81 %
100-03-72001	VILLAGE FIRE DEPARTMENT	1,785,667.00	1,785,667.00	148,805.59	1,413,653.10	372,013.90	20.83 %

Budget Report

For Fiscal: 2020 Period Ending: 08/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	1,949,987.00	1,949,987.00	162,498.00	1,540,400.00	409,587.00	21.00 %
100-04-72015	GARBAGE SERVICE	635,000.00	635,000.00	41,728.21	292,097.47	342,902.53	54.00 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	4.76	33,225.86	26,774.14	44.62 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	0.00	254.80	1,745.20	87.26 %
100-04-72062	TRAVEL/TRAINING - PW	8,500.00	8,500.00	95.00	150.00	8,350.00	98.24 %
100-04-72070	MOSQUITO FOGGING CONTRACT	12,500.00	12,500.00	1,020.00	5,610.00	6,890.00	55.12 %
100-04-72091	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	75.00	125.00	875.00	87.50 %
100-04-72205	UNIFORMS-PW	3,500.00	3,500.00	253.30	1,804.00	1,696.00	48.46 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	5,560.00	32,960.00	27,040.00	45.07 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	611.48	3,533.38	11,466.62	76.44 %
100-04-72530	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	0.00	1,609.00	1,891.00	54.03 %
100-04-72540	MOWING CONTRACT	50,000.00	50,000.00	7,495.00	35,086.00	14,914.00	29.83 %
100-04-72541	CONTRACT LABOR	35,000.00	35,000.00	0.00	2,575.00	32,425.00	92.64 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	2,114.30	8,921.55	21,078.45	70.26 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	141.00	2,609.12	12,390.88	82.61 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	2,036.60	963.40	32.11 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	19,941.93	60,280.36	39,719.64	39.72 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	533.67	9,024.98	20,975.02	69.92 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,000.00	9,000.00	795.86	6,366.88	2,633.12	29.26 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78540	URBAN FORESTER	15,000.00	15,000.00	910.00	5,355.00	9,645.00	64.30 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	2,238.63	761.37	25.38 %
100-05-73000	JUDGES & PROSECUTORS	45,000.00	45,000.00	307.00	9,349.25	35,650.75	79.22 %
100-05-73020	JURY DUTY FEES	300.00	300.00	0.00	0.00	300.00	100.00 %
100-05-73025	WARRANTS ISSUED	500.00	500.00	0.00	318.00	182.00	36.40 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	166.50	925.47	1,574.53	62.98 %
100-05-73031	COURT TECHNOLOGY	1,500.00	1,500.00	0.00	539.00	961.00	64.07 %
100-05-73032	COURT SECURITY	1,800.00	1,800.00	0.00	719.70	1,080.30	60.02 %
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPTI...	500.00	500.00	0.00	55.00	445.00	89.00 %
100-05-73035	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	0.00	310.00	1,190.00	79.33 %
100-05-73044	CREDIT CARD FEES	3,000.00	3,000.00	0.00	840.84	2,159.16	71.97 %
100-05-73045	COURT TAX PD TO STATE	70,000.00	70,000.00	0.00	18,112.55	51,887.45	74.12 %
100-06-75041	COMPUTER EQUIP. & SOFTWARE	9,000.00	9,000.00	0.00	7,055.38	1,944.62	21.61 %
100-06-78064	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
	Expense Total:	6,747,980.00	6,747,980.00	485,668.58	4,285,824.08	2,462,155.92	36.49 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	678,655.00	678,655.00	-278,473.77	2,798,445.89	2,119,790.89	-312.35 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)							
Expense							
200-01-75038	STREET AND MAINTANANCE - RECUR...	500,000.00	500,000.00	0.00	58,919.36	441,080.64	88.22 %
200-01-75042	CIP ENG. & DESIGN	100,000.00	100,000.00	0.00	50,396.90	49,603.10	49.60 %
200-01-75050	REFORESTATION	20,000.00	20,000.00	1,650.00	1,650.00	18,350.00	91.75 %
200-01-75051	I-10 NOISE ABATEMENT	46,800.00	46,800.00	46,800.00	46,800.00	0.00	0.00 %
200-01-75053	OUTFALL REPAIRS	350,000.00	350,000.00	51,517.91	257,862.93	92,137.07	26.32 %
200-01-75056	TRAFFIC LIGHT MAST ARMS	275,000.00	410,000.00	21.41	15,689.41	394,310.59	96.17 %
200-01-75059	CCTV	0.00	0.00	0.00	16,125.39	-16,125.39	0.00 %
200-01-75060	SIDEWALK REPLACEMENT	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
200-01-75064	STREET REPLACEMENT-BEINHORN W...	2,000,000.00	2,000,000.00	0.00	0.00	2,000,000.00	100.00 %
	Expense Total:	3,341,800.00	3,476,800.00	99,989.32	447,443.99	3,029,356.01	87.13 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,341,800.00	3,476,800.00	99,989.32	447,443.99	3,029,356.01	87.13 %
	Report Surplus (Deficit):	-2,663,145.00	-2,798,145.00	-378,463.09	2,351,001.90	5,149,146.90	184.02 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL GOVERNMENT (01)						
Revenue	7,426,635.00	7,426,635.00	207,194.81	7,084,269.97	-342,365.03	4.61 %
Expense	6,747,980.00	6,747,980.00	485,668.58	4,285,824.08	2,462,155.92	36.49 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	678,655.00	678,655.00	-278,473.77	2,798,445.89	2,119,790.89	-312.35 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	3,341,800.00	3,476,800.00	99,989.32	447,443.99	3,029,356.01	87.13 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,341,800.00	3,476,800.00	99,989.32	447,443.99	3,029,356.01	87.13 %
Report Surplus (Deficit):	-2,663,145.00	-2,798,145.00	-378,463.09	2,351,001.90	5,149,146.90	184.02 %

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	-278,473.77	2,798,445.89	2,119,790.89
200 - CAPITAL IMPROVEMENTS (02)	-3,341,800.00	-3,476,800.00	-99,989.32	-447,443.99	3,029,356.01
Report Surplus (Deficit):	-2,663,145.00	-2,798,145.00	-378,463.09	2,351,001.90	5,149,146.90



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

Raymond Schultz
Chief of Police

September 14, 2020

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

During the month of August MVPD responded/handled a total of 11,704 calls/incidents. 10,812 House watch checks were conducted. 27 traffic stops were initiated with 36 citations being issued for 63 violations. (Note: 10 Assists in Hedwig, 22 in Houston, 1 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

<u>Village</u>	<u>Calls/YTD</u>	<u>House Watches/YTD</u>	<u>Accidents</u>	<u>Citations</u>	<u>Response Time</u>
Bunker Hill:	3852/24559	3616/22056	1	6	5@3:24
Piney Point:	2869/19010	2593/16437	4	18	3@3:04
Hunters Creek:	4936/24990	4601/21849	7	12	7@3:42 15@3:29

Type and frequency of calls for service/citations include:

<u>Call Type</u>	<u>#</u>	<u>Call Type</u>	<u>#</u>	<u>Citations</u>	<u>#</u>
False Alarms:	162	Ord. Violations:	18	Speeding:	12
Accidents:	12	Information:	57	Exp. Registration:	2
ALPR Hits:	66	Suspicious Situations:	110	No Ins:	7
Assist Fire:	38	Welfare Checks:	12	Equipment	4
Assist EMS:	32			Red Light	5

This month the department generated a total of 63 police reports.

Crimes Against of Persons (2)

Assault - Domestic	1	Simple Assault	1
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Crimes Against Property (21)

Burglary of a Motor Vehicle	1	Unlawful Use of Motor Vehicle	6
Burglary of a Habitation	1	Theft Felony	1
Fraud/ID	7	Theft Misd.	4
Credit Card Abuse	1		

Petty/Quality of Life Crimes/Events (40)

ALPR Hits (valid)	6	Misc. Reports	30
Poss. of a Controlled Sub/Para.	1	Public Intoxication	1
Criminal Trespass	1	CIT/Mental Health	1

Arrest Summary: Individuals Arrested (8)

Warrants	3	DWI	0
Class 3 Arrests	3	Felony	2

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	2,979,222	4,815,125	61.0%
• Operating Expense:	628,124	896,837	70%
• Total M&O Expenditures:	3,607,346	5,711,962	63.2%
• Capital Expenses:	108,112	138,000	78.3%
• Net Expenses:	3,715,459	5,849,962	64%

Follow-up on Previous Month Items/Requests from Commission

- Duty to Intervene Policy changes completed and reviewed.
- All personnel completed a Policy review and discussion of the Use of Force and completed an on-line Power DMS test.
- The Harvey FEMA reimbursement process has been closed out. Victoria did a great job as we worked through several project administrators and multiple requests for documentation and financial records.

Personnel Changes/Issues/Updates

-
- Officer Miller started D.A.R.E. instruction on-line to SBISD students. Since this is not a full schedule, he is presently teaching D.A.R.E. 2 days a week and filling in Patrol his non-teaching days.

Major/Significant Events

- On 8/28/20 Officers responded to a suicide on River Bend. A resident had taken his own life through the use of a firearm. An investigation confirmed that there was no foul play.
- On 8/10/20 Bunker Hill received a complaint via email on an MVPD officer in reference to her being arrested on an outstanding warrant. I conducted a preliminary investigation and reviewed the officers body worn camera footage. The video showed the officer to be very professional and compassionate, even to the point of providing water to the woman who was extremely hot and sweating. I followed up by contacting the woman. The woman's primary complaint was that someone had called 911 in the first place providing only vague information. After the discussion I sent out instructions to all personnel to obtain more detailed information on suspicious situations/events and for sworn personnel to have articulable cause to initiate contact on calls lacking specific information.

Status Update on any Major Projects

- Made preparations in anticipation of Hurricane Laura. Personnel were prepared to remain at the MVPD for several days had the need arisen. No overtime was expended.
- Flock announced a new version ALPR camera in development that will capture a panoramic view. We submitted the River Bend/River Glyn intersection as a candidate for T & E of the new camera. They accepted it due to the unique configuration of the intersection. A test camera is expected in October.
- Dispatch personnel are conducting a Warrant purge in conjunction with the 3 court clerks. Over 1200 warrants have been cleared as of 8/31/20.
- The 3 new Dodge Durango vehicles were delivered to the MVPD. They have since been moved to the up fitter for equipment installation.

V-LINC new registrations in August: +27

BH – 1268 (+13)

HC – 1313 (+9)

PP – 887 (+4)

Out of Area – 443 (+0)

August 2020 VFD Assists

Calls received directly by MVPD via 911/3700

<u>Priority Events</u>	<u>Average Response Times</u>
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Total – 9	3:54
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Fire – 1	5:51
----------	------

EMS – 8	3:41
---------	------

By Village

BH Fire – 0	0
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BH EMS – 3	3:36
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PP Fire – 0	0
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PP EMS – 2	2:54
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HC Fire -1	5:51
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HC EMS -3	4:11
-----------	------

Combined VFD Events (Priority + Radio)

Total – 44	3:30
------------	------

Fire – 25	3:29
-----------	------

EMS – 19	3:45
----------	------

Radio Call Events

Total – 35	3:24
------------	------

Fire- 24	3:22
----------	------

EMS- 11	3:28
---------	------

2020 Burglary Map

Address	Alarm	POE
22 Willowron	N	Rear Door Force
11603 Mockingbird	N	Veh in Open Gar
11110 Green Bay	N	Rear Win open
209 Bryn Mawr	Y	Rear Door Force
11150 S Country	Y	Rear Door Force
11215 Montebello	Y	Front Door Force
4 Lacewood	N	Rear Door Force
11101 S Country Sq	N	Rear Door Force
411 Hunterwood	Y	Garage UNL
225 Millbrooke	N	Garage Open

2020 Robberies

Address	MO
6 Smithdale Estates	Purse at Ft Door



Daytime Burglary



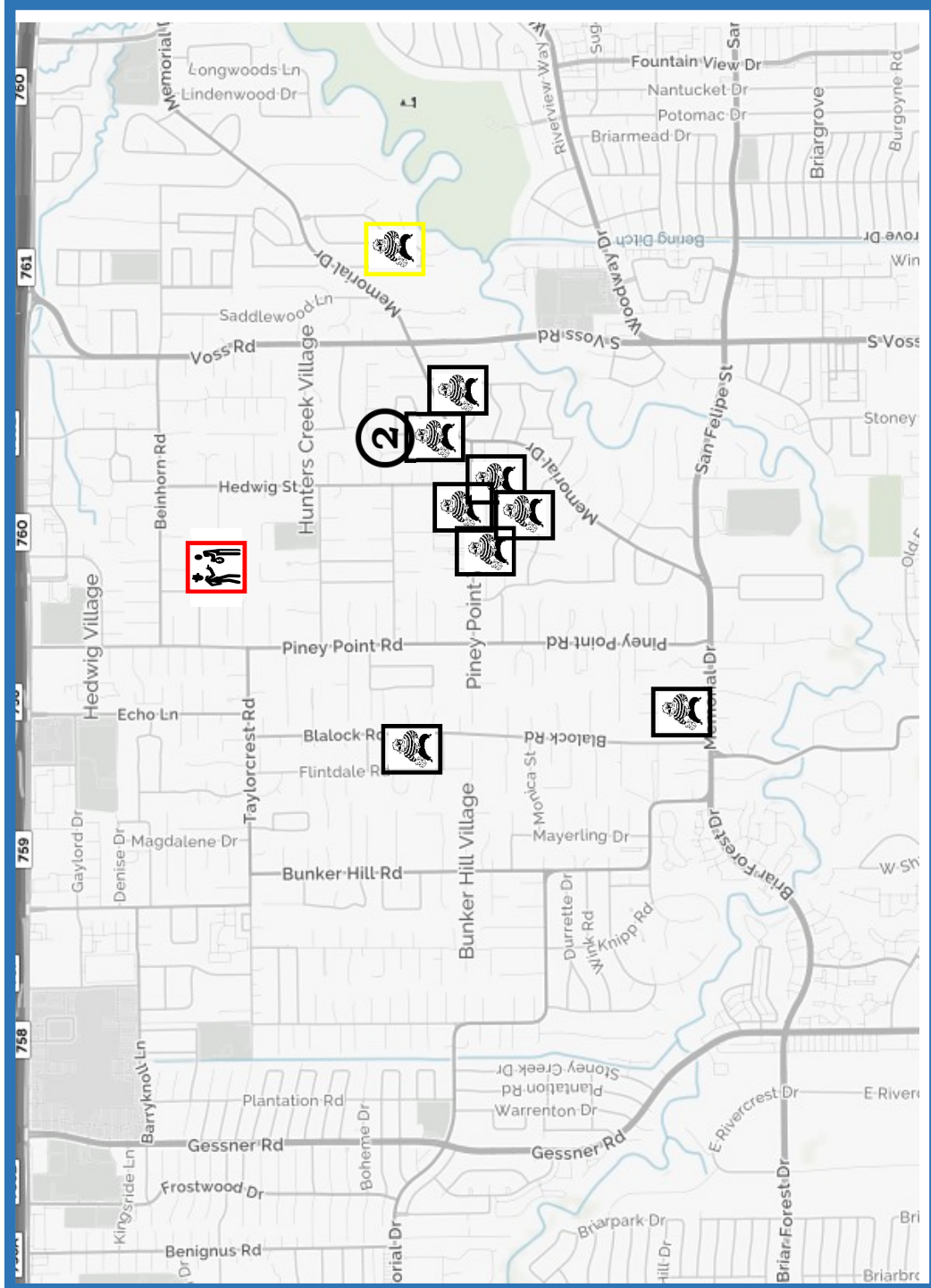
Nighttime Burglary



Robbery

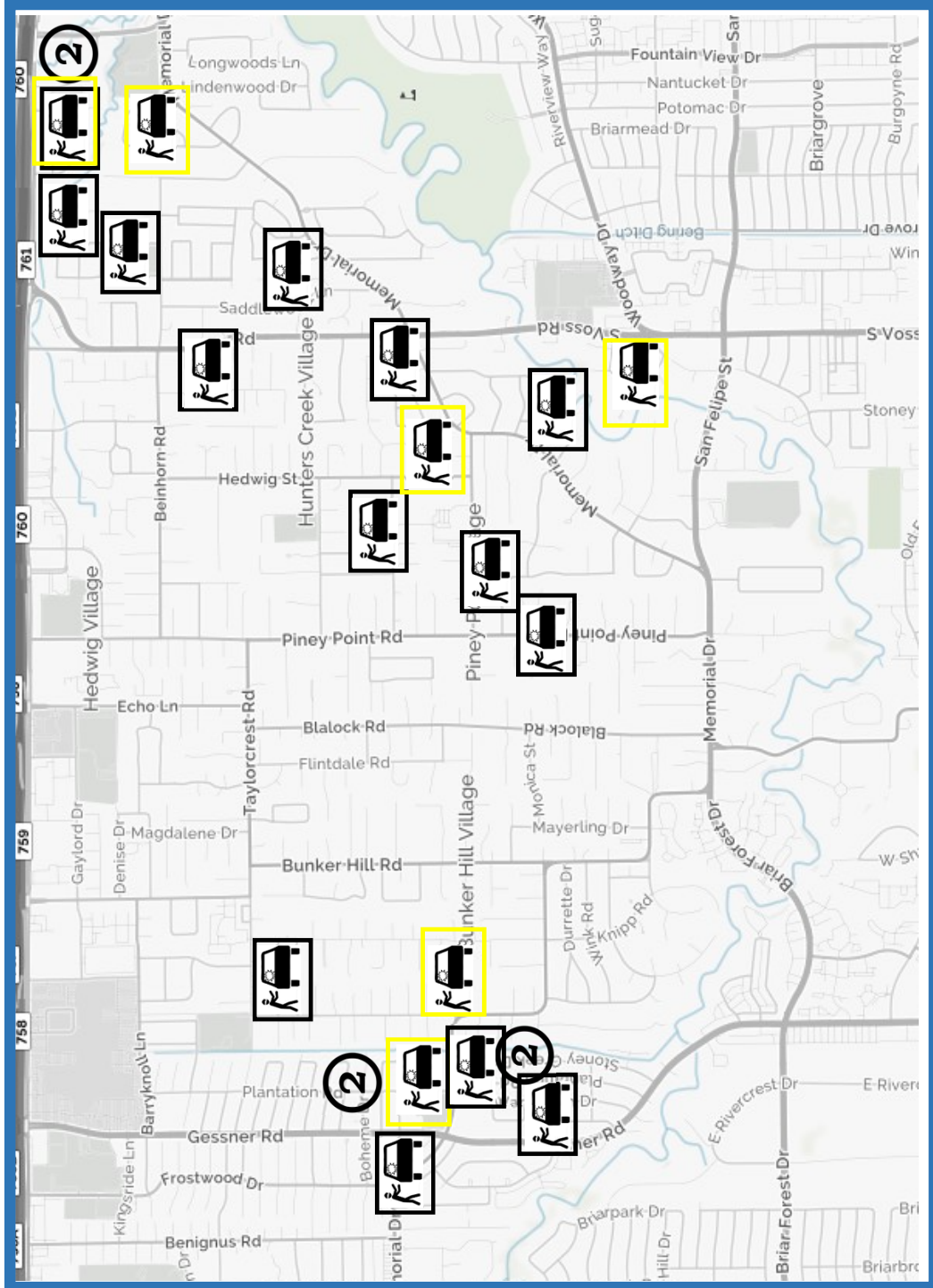
9/1/20

2



2020 Auto Burglary Map

Address	POE
12210 Valley Star	Side Window
11910 Broken Bough	UNL Door
933 Hickory Hollow	UNL Door
12126 Tara	Side Window
12330 Tealwood North	UNL Door
8435 Katy FWY	UNL Door
906 Flint River	UNL Door
422 Piney Point	UNL Door
11230 Hermosa	UNL Door
11106 Wickway	UNL Door
206 Caruthers	UNL Door
8333 Katy	UNL Door
12122 Memorial	Side Window
203 Plantation	UNL Door
238 Plantation	UNL Door
518 Lanecrest	Side Window
711 Riverview Way	UNL Door
836 Country Lane	UNL TK Bed
11007 Landon Ln	UNL Door
10710 Bridlewood	UNL Door
615 Hunters Grove	UNL Door
11935 Arbordale	UNL Door



Daytime Burglary

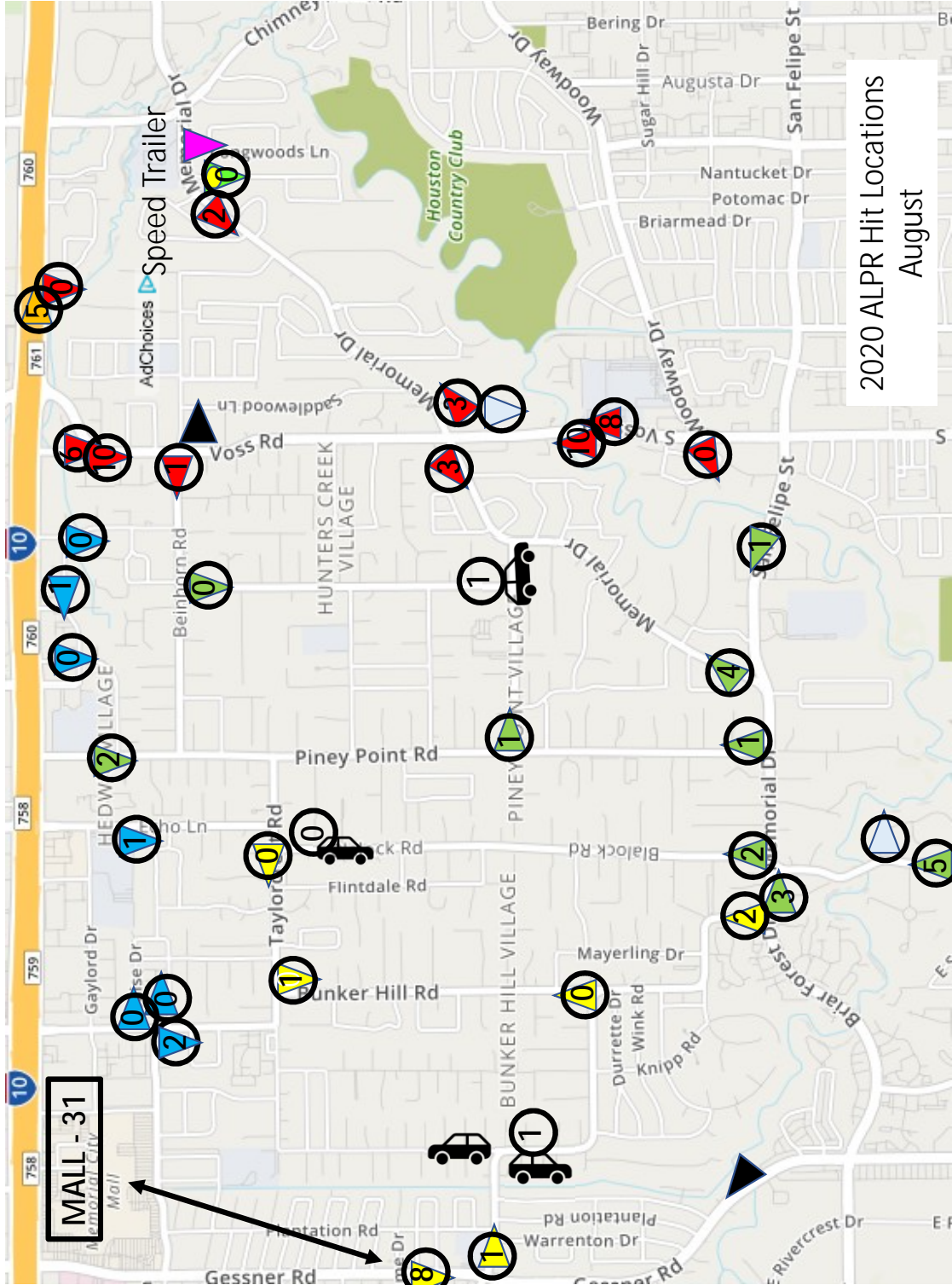
Nighttime Burglary

2

3

4

9/1/20



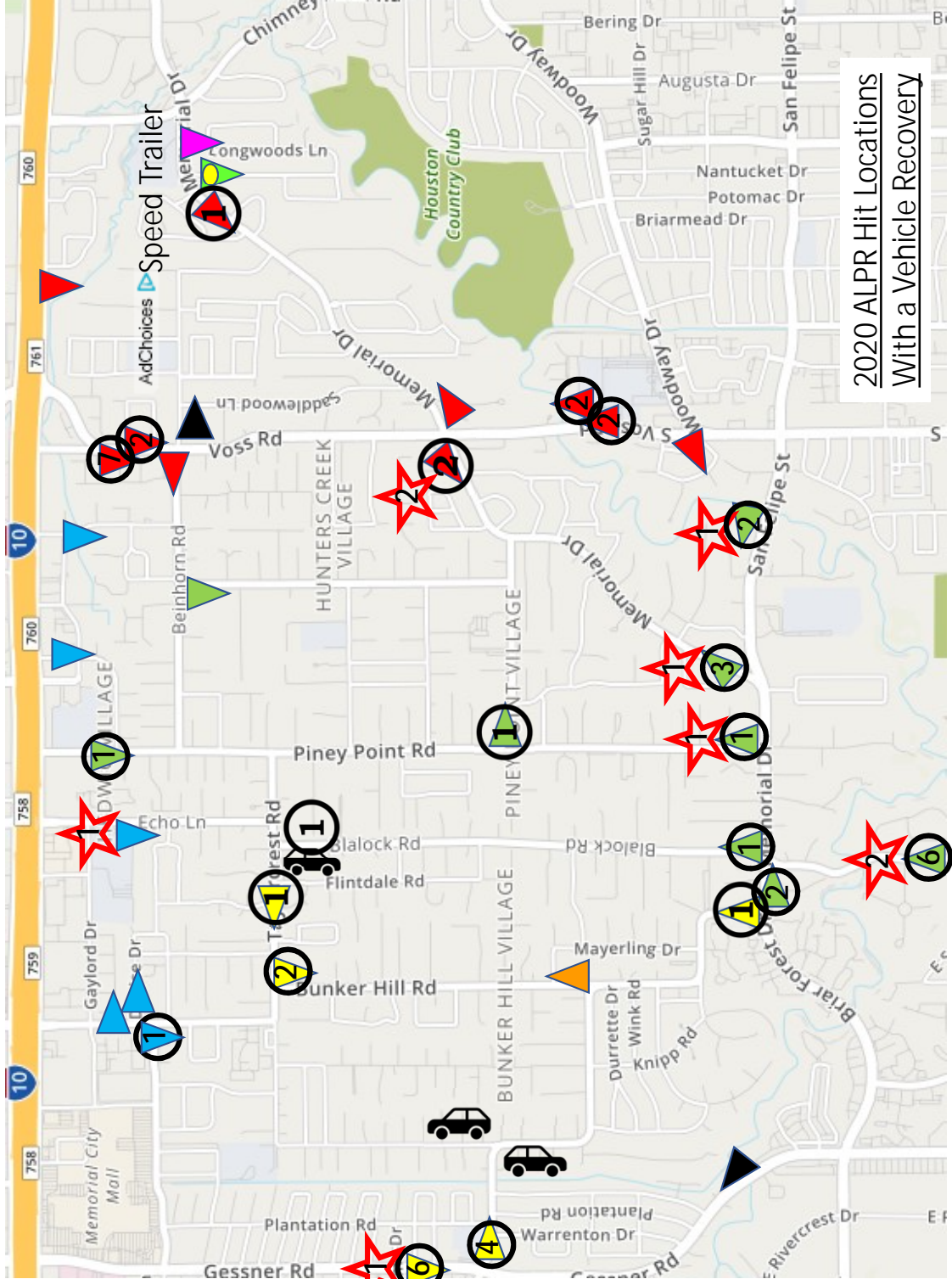
- Hedwig
- Bunker Hill
- Piney Point
- Hunters Creek
- Mobile Locations
- 0

- Lindenwood HOA
 - Longwoods HOA
 - In Process
- 77 Hits
 +
 3 Hedwig
 +
 31 Mall

2020 ALPR Hit Locations
August

08/31/20

MALL - 31



Lindenwood HOA

Longwoods HOA

In Process

2020 Requested Locations

09/01/20

Hedwig

Bunker Hill

Piney Point

Hunters Creek

Mobile Locations

Stolen

Involved 1 2 3

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	1	21	40	62	6	7095	6188	2767	2511	1635	1371	2607	2300
April	1	19	41	61	11	6390	5470	1897	1669	2067	1771	2356	2025
May	4	25	39	68	9	7354	6352	2187	1919	2208	1931	2912	2500
June	1	24	36	61	6	10053	8983	3602	3283	2904	2614	3499	3085
July	1	26	49	76	12	12864	12032	4858	4635	3583	3332	4362	4052
August	2	21	40	63	8	11704	10812	3852	3616	2869	2593	4936	4601
September													
October													
November													
December													
Total	14	162	423	599	145	69466	60468	24559	22056	19010	16437	24990	21849

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

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	7:15:21	10:53:17	6:14:25	8:17:42	11:00:34	8:15:22					2	0
BIEHUNKO, JOHN	13:02:04	14:54:33	9:01:13	16:30:24	10:16:57	9:50:04	16:17:59	7:04:56					2	2
BOGGUS, LARRY	20:23:44	15:24:33	16:44:41	10:13:20	16:13:24	7:14:25	2:29:22	11:43:44					4	2
BRACHT, DANIEL	14:03:18	15:34:43	12:36:45	9:17:50	6:59:14	9:39:29	11:00:39	6:28:03					0	0
BURLESON, Jason	7:45:56	13:35:03	7:16:26	7:33:38	13:44:01	15:35:04	14:08:59	13:42:11					2	1
CADENA, VANESSA	20:57:17	17:39:42	18:40:55	16:47:33	19:28:19	14:46:17	2:46:18	11:26:50					1	0
CANALES, RALPH EDWARD	14:39:35	13:47:14	9:58:28	9:29:05	14:47:51	8:26:53	11:47:34	5:33:19					0	1
CERNY, BLAIR C.	4:49:50	19:25:49	11:58:56	17:43:42	18:09:37	16:07:02	25:25:00	13:54:33					3	0
HARWOOD, NICHOLAS	13:39:36	14:10:55	2:17:22	10:59:38	12:04:32	13:16:02	20:54:02	15:04:14					4	1
JARVIS, RICHARD	38:52:26	22:25:37	10:04:09	8:52:25	20:29:48	13:44:40	20:01:30	16:53:46					10	1
JOLIVET, CHARLES	17:12:39	18:35:09	6:19:11	6:59:44	16:10:15	10:16:14	12:10:54	13:54:24					2	0
JONES, ERIC	* 1:40:48	0:00:00	2:52:11	1:29:07	2:27:34	0:25:53	5:45:14	0:08:23					0	0
KELSO JR, RONALD K	* 2:44:33	6:12:45	0:24:12	16:20:06	8:23:13	7:12:12	3:06:19	5:09:58					1	0
LERMA, FRANK	* 5:38:37	15:52:34	1:54:02	9:32:00	3:47:07	2:53:57	0:00:00	0:19:42					0	0
MCELVANY, ROBERT	8:18:04	14:18:27	12:47:52	10:23:58	1:51:46	4:22:07	12:08:06	7:25:00					1	1
MILLER, OSCAR	* 2:42:40	2:51:20	8:34:23	13:29:32	10:14:55	15:13:35	17:19:27	8:55:21					2	0
NASH, CHRISTOPHER	28:31:10	15:29:03	19:13:08	18:20:54	18:53:26	24:06:02	7:47:27	0:00:00					0	0
NOWLIN, DONALD L	11:12:43	28:35:23	9:17:31	11:29:15	15:24:28	12:50:23	15:35:57	12:22:39					5	14
OWENS, LANE	* 0:14:42	1:30:29	0:00:00	0:00:00	1:08:53	0:00:00	0:15:57	0:00:00					0	0
PAVLOCK, JAMES ADAM	6:22:26	11:48:32	8:48:47	7:55:45	10:51:53	0:34:20	8:22:18	7:01:11					1	1
RODRIGUEZ, CHRISTOPHER	* 5:12:41	4:39:42	5:55:59	18:10:13	10:57:33	12:48:04	5:29:29	3:42:23					0	0
SCHANMEIR, CHRISTIAN	12:06:22	14:35:02	12:46:49	14:00:33	9:29:01	17:06:51	2:13:10	6:48:34					1	1
SCHULTZ, RAYMOND	* 1:23:48	0:44:16	0:20:02	4:02:00	2:32:10	1:55:46	4:52:32	0:50:24					0	0
SILLIMAN, ERIC	7:52:27	17:00:02	10:25:56	17:10:04	13:35:54	9:01:33	11:50:01	12:32:31					5	2
SISSION, KYLE J	* 0:00:00	0:00:00	1:23:31	0:43:24	0:41:47	0:23:28	2:12:40	2:12:34					0	0
SPRINKLE, MICHAEL	4:11:54	10:11:38	6:25:27	2:50:16	2:47:07	5:52:39	8:14:06	1:53:38					0	2
TAYLOR, CRAIG	15:47:28	18:58:41	20:05:55	10:23:31	9:10:29	10:17:09	7:09:53	14:21:22					4	0
TORRES, PATRICK	* 1:01:08	1:02:53	12:25:13	13:19:18	9:18:02	16:46:09	9:37:53	13:17:42					5	1
TUGGLE, JAMES	13:39:46	14:26:44	12:53:29	10:32:32	10:09:11	8:19:47	8:16:12	8:02:14					0	0
VALDEZ, JUAN	19:48:46	16:17:39	19:37:12	15:04:39	15:20:13	17:21:41	13:30:50	15:22:54					5	1
VASQUEZ, MONICA				15:45:17	22:35:41	22:11:45	14:38:40	13:24:50					1	1
WHITE, TERRY	16:06:36	28:42:38	14:37:43	14:27:56	16:39:05	13:03:26	15:18:40	13:29:47					2	4
* = Admin Asmt.													63	36

Dispatch Committed Time	Totals
911 Phone Calls	2794
3700 Phone Calls	19469
DP General Phone Calls*	

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

ALPR Recoveries							Plate Recoveries		
Num	Plate	Vehicle	Loc	Val	Links		Plate Recove	Date	Links
1	LKY5531	Kia Van	1	\$ 17,000.00	* Violent Car Jacking, 5 in custody		52385C6	2/9/2020 *	
2	DWN8533	Chev Sub	8	\$ 6,000.00			LPL6079	7/21/2020 *	son placed on vehicle
3	CKG0716	Lexus 460	1	\$ 24,000.00	* Suspects x2, ID Theft, Property from Burgs		CAHF59	8/1/2020 *	Mobile Lab
4	59412R8	Range Rov	V	\$ 60,000.00	* Vehicle bought with stolen ID				
5	LNF5778	Ford Expec	5	\$ 40,000.00	* ID Theft/ Austin 20+ victims				
6	MBX2543	Chev Impa	1	\$ 1,200.00	* Purchased from suspect in 19-17 ALPR Case				
7	LGC1533	Toy Camar	14	\$ 2,100.00	* Purchased on-line ref to HPD				
8	LYN1197	Hon CRV	2	\$ 2,000.00	Recovered by Victim on Gessner drove to PD				
9	KSP2109	Toy camry	10	\$ 8,000.00					
10	DRF5499	Toy camry	Trailer	\$ 6,500.00	* Runaway, Carjacking Suspect				
11	BNV7346	Toy P/U	2	\$ 11,000.00	* Suspects x2, Mail Theft with Mail Keys				
12	JKF7019	Chev Mali	8	\$ 2,000.00	*Stolen Veh out of Pearland, w Suspect				
13	47330A8	Merc Benz	10	\$ 52,000.00	* Purchased with Fake ID				
14	LJT7662	Chev Cruiz	17	\$ 19,000.00	* Vehilce full of stolen ID's and Mail				
15	HKZ4316	Ford EC1	V	\$ 12,000.00	* Van had sus w/bolt cutters and Drugs				
16	MMS5222	Nis Alt	11	\$ 5,500.00	Hedwig took case				
17	LTL9962	Toyt Avagr	8	\$ 4,500.00	* suspects in HPD ID Theft Ring				
18	N539442	Kia Sol	8	\$ 12,500.00	* Wanted Robbery Suspect LA				* Fraud/Crime Link
19	1BP7493	Nis Path	17	\$ 18,500.00	*ID theft Ring from Austin, Fake ID's Cc's				** Targeting Immigrants
20	63520D1	Scion TC	4	\$ 3,400.00					***Selling unreg veh's to immigrants
21	NBH4099	Kia Opt	V	\$ 22,000.00	* Armed Robb Suspects HPD				
22	HHZ7533	Toy Cam	7	\$ 14,000.00	*Missing Person				
23	CT9A5H	Dod Charg	9	\$ 16,500.00	* Embezzeled out of LA				V=Mobile Unit on Voss
24	MMT3827	Jeep Chek	20	\$ 14,500.00	* Felony Warrants x2 BMW				
25	FYC2648	Dodge PU	25	\$ 18,500.00	* Identity Theft, Poss of Narcotics				Firearm in vehicle
26	T0388H	DodgeTOV	19	\$ 30,000.00					
27	LCR9410	Ford Exp	2	\$ 40,000.00	*ID, Mail, Mail Keys, Meth				
28	BHJ6450	Honda CRV	2	\$ 11,000.00	Juvenile				
29	HZM8530	Kia 4Dr	8	\$ 18,000.00	Pursuit 1 in-custody				
30	MGS6183	Jeep Chek	2	\$ 28,500.00	*2 In-Custody, Drugs, Fel Warrant				
31	BNZF91	Jeep Wrg	7	\$ 27,000.00	* Drugs, Fraud				
32	DV1PZW	Ford EXP	1	\$ 37,000.00	* Stolen ID and CC's Habitual Offender 13 prior's				
33	LYD6496	HYD Eln	22	\$ 19,000.00	* Lyft Driver Rental Car				
34	72948F5	Toy Cam	19	\$ 23,500.00	** Clucked Vehicle				
35	KGX8019	Lex R35	23	\$ 42,000.00	** Clucked Vehicle				
36	HMV0501	GMC Trav	14	\$ 32,000.00	* BMW suspects noone in Custody				
37	NDK8788	Chev PU	22	\$ 23,700.00	* DA No Charges				

38	LJR0496	Honda Civ	24	\$	18,500.00	
39	73110Y9	Ford Tau	Station	\$	16,300.00	
40	MKN7371	Toy Cam	21	\$	14,500.00	* Serial UUMV/Fugitive
41	NFH6659	Dog Chall	19	\$	40,000.00	* Fraudulent Rental
42	700CLG LA	Ford Fus	19	\$	8,700.00	* Fugitive
43	LXV1127	Jeep Chek	21	\$	17,100.00	* Fraudulent Rental from May
44	HBf6280	Cadi CTS	4	\$	52,900.00	

2020 Value	\$	892,400.00
2019 Value	\$	438,000.00
Program Total	\$	1,330,400.00

INVESTIGATIVE LEADS

1	LGC4007	Arrested	ALPR HIT 10-29 Elder Fraud	*
2	63047B4	Id'd	FTSI located via ALPR	
3	LJN4457	Missing Per	Used ALPR to ID veh that picked up Victim	
4	KAP2527	Armed Robbery	ALPR ID's Suspect	
5	68043P9	Theft	ALPR used to ID Veh	
6	MHR6945	Missing Person-Located		
7	MBW6126	Theft Suspect of Lawn Equipment		
8	FCR1051	Mail Thieves w/warrants	ALPR ID & located	
9	BXV0324	Jugger HPD Case on Hickory Ridge.	ALPR ID Suspect	
10	MVG4555	Theft by Amazon Driver	ALPR ID Vehicle - Arrest	
11	HDS4070	Armed Robbery Houston	Gun Recovered During Pursuit	
12	MHM4490	Thefts suspects	ALPR ID'd Vehicle. 2 cases	
13	79285C7	BMV Suspect	ALPR ID'd Vehicle	
14	JPB0636	Robbery Suspects	ID'd and Arrested HPD MVPD 20-0548	
15	NHM3757	Endangered Person-Suicidal	Stopped and confirmed okay	

1	2			3			4			5			6			7			8			9			10			11			12			13			14			15		
	Total Number of Incidents 2020															Life Threatening (LT) Fire Incidents									Life Threatening (LT) Fire Incidents									Fire Alarms			% of Fire Calls					
1	2			3			4			5			6			7			8			9			10			11			12			13			14			15		
	Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90%	Natl. Stand 10:30 ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	% of 2020 Calls are:	Fire	EMS	% of Fire Calls																											
Bunker Hill Village	124	107	231	37	3:56	100%	6:21	100%	8	5:39	100%	54%	46%	38%																												
Hedwig Village	143	161	304	77	3:40	100%	3:40	100%	12	3:49	100%	47%	53%	39%																												
Hilshire Village	14	28	42	5	4:29	100%	6:12	100%	2	5:37	100%	33%	67%	36%																												
Hunters Creek Village	210	122	332	35	3:37	100%	3:42	100%	11	4:16	100%	63%	37%	32%																												
Piney Point Village	173	89	262	33	2:41	100%	5:29	100%	10	5:09	100%	66%	34%	49%																												
Spring Valley Village	148	123	271	45	2:26	100%	5:07	100%	12	4:29	100%	55%	45%	26%																												
Houston	155	0	155																																							
Totals	967	630	1597	232	3:30	100%	5:21	100%	45	4:44	100%	61%	39%	37%																												

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

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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.

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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.

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



**Village Fire Department
2020 Strategic Plan Performance Report**

2020 OPERATING BUDGET	Standards/Base	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	YTD Total
Percentage if spending 100% budget		25.0%	25.0%	16.6%		66.6%
Actual Percentage Budget Spent	100%	25.04%	23.15%	16.08%		64.3%
Department Budget	\$6,365,470.00	\$1,593,938.18	\$1,473,703.33	\$1,023,584.49		\$3,067,641.51
Personnel Expenses Total	\$5,608,280.00	\$1,392,807.87	\$1,337,152.53	\$907,368.89		\$3,637,329.29
Percentage Personnel Budget Spent		24.83%	23.84%	16.18%		64.9%
Overtime	\$105,000.00	\$45,904.02	\$30,040.44	\$28,186.05		\$104,130.51
% Overtime Budget Spent		43.72%	28.61%	26.84%		99.2%
Capital Expenditures	\$79,000.00	\$5,253.60	\$19,555.34	\$0.00		\$24,808.94
% Capital Budget Spent		6.65%	24.75%	0.00%		31.4%
Operational Expenditures	\$678,190.00	\$195,876.71	\$116,995.46	\$116,475.99		\$429,348.16
% Operational Budget Spent		28.88%	17.25%	17.17%		63.3%
EMERGENCY OPERATIONS:						
Average Dispatch Time, high priority calls	60 Seconds	0:35	0:37	0:40		0:37
Average Turnout Times, high priority calls	60 seconds	0:42	0:45	0:53		0:46
Average Total Response high priority EMS call	6:30	3:04	4:17	5:26		4:16
Average Total Response high priority fire calls	6:50	4:44	4:34	5:12		4:50
# Incidents		608	492	358		1458
# Responses		1051	1081	735		2867
VFD Patients		255	202	148		605
VFD Patients Transported		188	129	87		404
Houston Ambulance Patient Transports		5	1	3		9
Total Patients Transported		193	129	89		411
% of Calls, second Rescue Amb. Needed		18%	17%	20%		18%
EMS REVENUE:						
EMS Collection Percentage		16%	26%	15%		19%
Revenue Collected, Avg Per Patient		\$377.71	\$596.89	\$465.86		\$454.51
Amount Billed		\$453,923.51	\$291,735.19	\$242,097.35		\$987,756.05
Total Revenue Paid		\$71,009.63	\$76,999.31	\$35,611.67		\$183,620.61
Revenue Returned to Cities		\$0.00	\$0.00	\$0.00		\$0.00
FIRE MARSHAL:						
# of General Plans Reviewed		15	15	17		47
# of Sprinkler Systems Reviewed		33	49	36		118
# Fires Investigated		1	2	1		4
# Fire Citations Written		0	0	0		0
# INSPECTIONS YTD		144	223	337		704
Fire Prevention Permits		9	7	6		22
Residential Sprinklers to date		2034	2,049	2,058		6,141
# OF COMMUNITY Ed Events		25	4	1		30
% of Homes with Sprinkler Systems	6708	28%	31%	31%		31%

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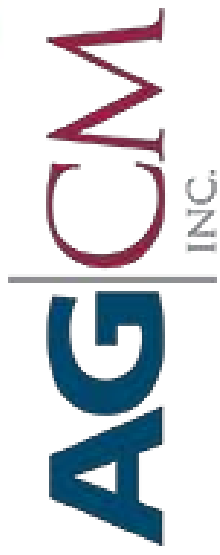
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Village Fire Department 2020 Addition & Renovation Project

August 2020 Board Update

Village Fire Dept. Commissioners & Leadership

Commissioners

- Council Member Allen Carpenter, Chair (Spring Valley Village)
- Mr. Jay Carlton, Vice-Chair (Hunters Creek Village)
- Mr. Zebulun Nash, (Piney Point Village)
- Council Member Harry Folloder, Secretary (Hedwig Village)
- Mr. Robert Byrne, Treasurer (Hilshire Village)

Alternates

- Mr. William Johnson (Hedwig Village)
- Council Member Henry Kollenberg (Piney Point Village)
- Mr. Bo Bothe (Spring Valley Village)
- Mr. Rob Adams (Hunters Creek Village)
- Mr. Ray Leiker (Hilshire Village)

Village Fire Department Leadership

- Chief David Foster (Village Fire Dept.)
- Mrs. Marlo Longoria (Administrator)



Recent Project History

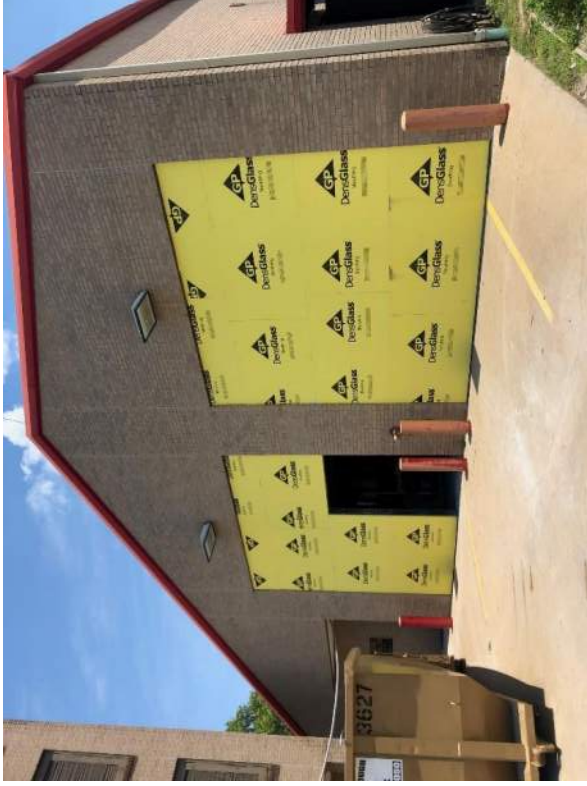
July

- July 27, Weekly steering committee coordination meeting #11
- July 29, VFD Commissioners' Meeting

August

- August 3, Weekly steering committee coordination meeting #12
- August 4, Interior MEP started
- August 5, OAC (owner, architect, contractor) Meeting #4
- August 6, Coordination meeting between VFD and Motorola
- August 10, Weekly steering committee coordination meeting #13
- August 10, GHC 911 on site coordination
- August 12, Contractor Progress Meeting #4
- August 17, Weekly steering committee coordination meeting #14
- August 19, OAC (owner, architect, contractor) Meeting #5
- August 20, Temporary Trailers delivered to site
- August 21, Project Red Tagged
- August 14, Weekly steering committee coordination meeting #15
- August 26, VFD August Commissioners' Meeting

Project Photos



\$0

\$42,437 - from contingency
\$44,893 - as change order

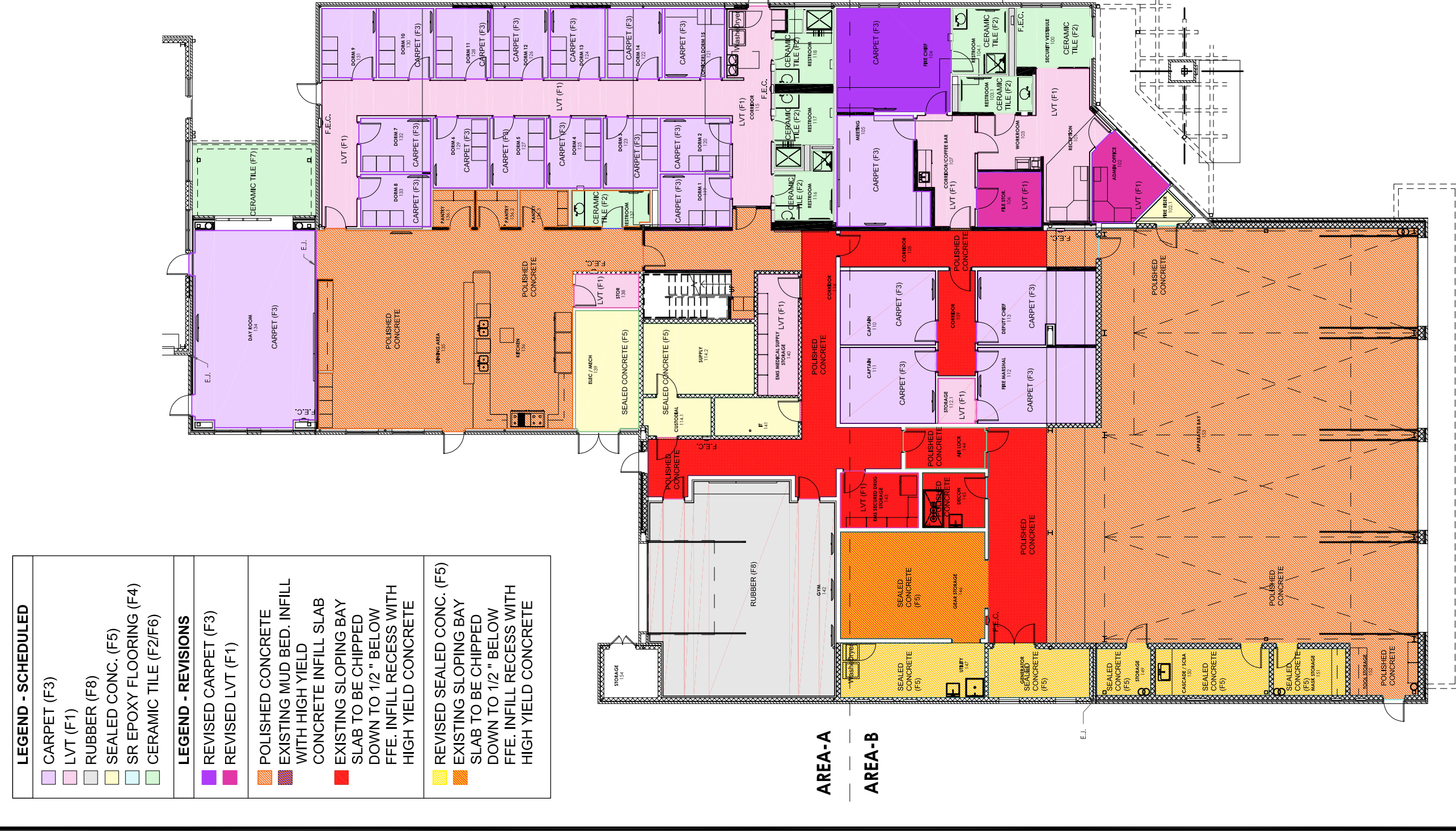
\$37,924 - from contingency
\$40,119 - as change order

LEGEND - SCHEDULED	
■	CARPET (F3)
■	LVT (F1)
■	LVT (F2)
■	LVT (F3)
■	SEALING CONC. (F5)
■	SR EPOXY FLOORING (F4)
■	CERAMIC TILE (F2/F5)
LEGEND - REVISIONS	
■	REVISED CARPET (F3)
■	REVISED LVT (F1)
■	POLISHED CONCRETE
■	EXISTING MUD BED, INFILL
■	CONCRETE INFILL SLAB
■	EXISTING SLOPING BAY
■	SLAB TO BE CHIPPED
■	FFE, INFILL RECESS WITH
■	HIGH YIELD CONCRETE
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FINISH FLOOR PLAN - SCHEDULED
SCALE: 1/16" = 1'-0"

FINISH FLOOR PLAN - OPTION 1B
SCALE: 1/16" = 1'-0"

FINISH FLOOR PLAN - OPTION 2B
SCALE: 1/16" = 1'-0"

FINISH FLOOR PLAN - OPTION 3B
SCALE: 1/16" = 1'-0"

FINISH FLOOR PLAN - OPTION 4
SCALE: 1/16" = 1'-0"

PROJECT NO.
19013

DATE
07/29/2020

FLOORING FINISH OPTIONS - COMPARISON

VILLAGE FIRE STATION ADDITIONS AND RENOVATIONS



SUMMARY SHEET

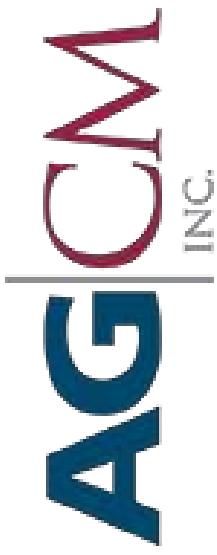
I. Scope of Work - Phase I, II & III	Quantity	Unit	Cost per Unit	Total	Revision 5/26	Revision 6/24	Revision 7/28	Revision 8/21	Latest Revision Notes
A. Construction Masters									
Base Proposal (Less Alternates)	1	LS		\$ 4,727,000.00	\$ 4,727,000.00	\$ 4,727,000.00	\$ 4,727,000.00	\$ 4,727,000.00	
Owner's Unforeseen Contingency Allowance	1	LS	\$ 200,000.00	included	included	included	included	included	
Signage Allowance	1	LS	\$ 10,000.00	included	included	included	included	included	
Door Hardware Allowance	1	LS	\$ 60,000.00	included	included	included	included	included	
Hazardous Materials Removal Allowance	1	LS	\$ 20,000.00	included	included	included	included	included	
Landscape Allowance	1	LS	\$ 40,000.00	included	included	included	included	included	
Temporary Trailers for Firefighters Allowance	1	LS	\$ 86,000.00	included	included	included	included	included	
Alternate #1 - Monument Sign	1	LS		\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
Alternate #2 - Paving Deduct	1	LS		\$ (51,000.00)	\$ (51,000.00)	\$ (51,000.00)	\$ (51,000.00)	\$ (51,000.00)	
B. ASI #01									
ASI #01 - Radio Tower Footings	1	LS		\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	
ASI #01 - Surface Mounted Dispensers	1	LS		\$ 290.00	\$ 290.00	\$ 290.00	\$ 290.00	\$ 290.00	
ASI #01 - Missing Lights in Annex	1	LS		\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	
ASI #01 - Missing HM Door & Frame	1	LS		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
ASI #01 - Pre-Engineered Canopy Columns	1	LS		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	
ASI #01 - Civil Storm Utilities on Plumbing Drawings	1	LS		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
ASI #01 - Section Detail at Paving	1	LS		\$ 1,360.00	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00	
ASI #01 - Fuel Monitoring on IT Network	1	LS		\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
ASI #01 - Existing Monument Sign	1	LS		\$ 4,400.00	\$ 4,400.00	\$ 4,400.00	\$ 4,400.00	\$ 4,400.00	
ASI #01 - Removal of BIM requirements	1	LS		\$ (14,000.00)	\$ (14,000.00)	\$ (14,000.00)	\$ (14,000.00)	\$ (14,000.00)	
Allowance - ASI #01 - Security Cameras	1	LS		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	proposed, credit xfer to Owner's contingency & camera allowance
Sub Total				\$ 4,707,600.00	\$ 4,707,600.00	\$ 4,707,600.00	\$ 4,707,600.00	\$ 4,682,600.00	difference - (\$25,000)
Design Contingency	0%			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Change Orders to Date (Ref: CPR/Allowances Log)								\$44,893.00	proposed flooring option 2B
Total Construction Cost - Phase I,II & III				\$ 4,707,600.00	\$ 4,707,600.00	\$ 4,707,600.00	\$ 4,707,600.00	\$ 4,727,493.00	difference - \$19,893
Total Soft Costs (see next page)				\$782,285.00	\$799,914.50	\$810,201.50	\$810,201.50	\$835,305.50	difference - next page
Total Project Cost (excluding dispatch equipment)				\$ 5,489,885.00	\$ 5,507,514.50	\$ 5,517,801.50	\$ 5,517,801.50	\$ 5,562,798.50	difference - \$44,997
Total Project Cost (including dispatch equipment - see next page)				\$ 5,697,395.00	\$ 5,715,024.50	\$ 5,700,311.50	\$ 5,700,311.50	\$ 5,745,308.50	difference - \$44,997

SOFT COSTS BREAKDOWN

II. Soft Costs:	Quantity	Unit	Cost per Unit	Total	Revision 5/26	Revision 6/24	Revision 7/28	Revision 8/21	Latest Revision Notes
Professional Services									
Project and Construction Manager Services (AGCM)	1	LS		\$123,975.00	\$123,975.00	\$123,975.00	\$123,975.00	\$123,975.00	
Change Order #01 (Change of Scope)	1	LS		\$24,500.00	\$24,500.00	\$24,500.00	\$24,500.00	\$24,500.00	
Change Order #02 (See Geotec, Asbestos, Survey Below)	1	LS		\$827.50	\$828.50	\$828.50	\$828.50	\$828.50	
Change Order #03 (Waterproofing Consultant)	1	LS		\$8,415.00	\$8,415.00	\$8,415.00	\$8,415.00	\$8,415.00	
MEP Commissioning	1	LS		\$18,500.00	\$18,500.00	\$18,500.00	\$18,500.00	\$18,500.00	
Geotech (AGCM Change Order #2)	1	LS		\$1,950.00	\$1,950.00	\$1,950.00	\$1,950.00	\$1,950.00	
Asbestos Testing (AGCM Change Order #2)	1	LS		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
Site Utility and Topographic Survey (AGCM Change Order #2)	1	LS		\$3,945.00	\$3,825.00	\$3,826.00	\$3,826.00	\$3,826.00	
Architectural and Engineering Fees	1	LS		\$262,500.00	\$262,500.00	\$262,500.00	\$262,500.00	\$262,500.00	
Architectural ASP (December 15, 2019)	1	LS		\$96,000.00	\$96,000.00	\$96,000.00	\$96,000.00	\$96,000.00	
Proposed Civil Change Order	1	LS		\$3,000.00	\$4,401.00	\$4,401.00	\$4,401.00	\$4,401.00	
Windstorm Certification	1	LS		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
Accessibility Review & Inspections	1	LS		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
Construction Material Testing	1	LS		\$7,000.00	\$7,000.00	\$17,284.00	\$17,284.00	\$17,284.00	
Mech. System Test & Balancing	1	LS		\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$10,104.00	actual, \$1,896 under budget
Contingency and Allowance Amounts									
Owner's Contingency	1	LS						\$15,000.00	proposed, credit for camera allowance
Permitting Allowance	1	LS		\$22,000.00	\$22,740.00	\$22,740.00	\$22,740.00	\$22,740.00	
Permitting Plan Review	1	LS			\$14,782.00	\$14,782.00	\$14,782.00	\$14,782.00	
Moving Allowance	1	LS		\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	
FFE Allowance	1	LS		\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	
Phone System Hardware	1	LS		\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	
Security Camera Allowance	1	LS						\$10,000.00	proposed, credit for camera purchase
Other Costs									
Reimbursable/Printing/Couriering	1	LS		\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	
Electrical, Gas and Data Service Connections	1	LS		\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	
Total Soft Costs				\$782,285.00	\$ 799,914.50	\$ 810,201.50	\$ 810,201.50	\$ 835,305.50	difference of \$25,104

DISPATCH EQUIPMENT

II. Soft Costs:	Quantity	Unit	Cost per Unit	Total	Notes
Communications Equipment (Dispatch Relocation)	1	LS		\$25,000.00	\$0.00
Dispatch Desks	1	LS		\$15,000.00	\$15,000.00
Fire Station Alert System and Installation	1	LS		\$167,510.00	\$167,510.00
Total Dispatch Equipment Cost:				\$ 207,510.00	\$ 182,510.00
					difference -\$0



Village Fire Department 2020 Addition & Renovation Project August 2020 Board Update

Building Official Monthly Report

Prepared September 11, 2020 for the September 22, 2020 meeting.

Mayor and Council,

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

Thank You,

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
Total	241	\$248,547	10	148	\$22,145	314	\$49,025	701	\$319,717

**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
Total	283	\$260,439	20	184	\$26,758	349	\$58,750	798	\$345,947

**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
Total	288	\$367,632	26	175	\$30,600	366	\$63,080	830	\$461,312	\$66,509,858

**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
Total	289	\$207,265	13	144	\$23,855	341	\$53,842	774	\$284,962	\$37,778,448

**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	34	\$149,084	0	17	\$3,390	32	\$6,140	83	\$158,614	\$29,896,341
April	18	\$4,866	0	15	\$2,825	29	\$4,030	62	\$11,721	\$13,646,371
May	25	\$5,817	0	13	\$2,340	26	\$4,440	64	\$12,597	\$1,032,779
June	23	\$24,680	2	18	\$3,220	35	\$5,320	76	\$33,220	\$7,849,746
July	15	\$23,330	2	23	\$4,590	29	\$5,700	67	\$33,619	\$5,221,170
August	19	\$27,662	2	14	\$2,965	20	\$4,495	53	\$35,122	\$4,849,719
September										
October										
November										
December										
Total	175	\$263,592	8	122	\$22,945	210	\$35,990	507	\$322,526	\$67,246,037

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

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

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

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
Month					
January	112	100	89.0	12	11.0
February	161	134	83.2	27	16.8
March	149	137	91.9	12	8.1
April	203	171	84.2	32	15.8
May	199	165	82.9	34	17.1
June	164	138	84.1	26	15.9
July	228	193	84.6	35	15.4
August	159	140	88.1	19	11.9
September					
October					
November					
December					
Total	1375	1178	86.0	197	14.0

HUNTERS CREEK VILLAGE - PLAN REVIEW STATUS REPORT

PROJECT ADDRESS	PROJECT TYPE	DATE SUBMITTED	REVIEW STATUS	COMMENTS
346 Hunters Trail	New Residence	4/21/2022	Revisions Submitted - 7/20/20 - Review Completed - 7/23/20 - Not Approved - Second Resubmittal - 8/10/20 - Review Completed 8/11/20 - Approved	Contractor Notified of needed Revisions - 4/23/20, Contractor Notified of further needed revisions 7/23/20 - Contractor notified of Approval - 8/11/20
663 Shartle Circle	Pool and Outdoor Kitchen	7/22/2020	Revisions Submitted - 8/6/20 - Review Complete - 8/11/20 - Approved	Contractor Notified of Approval - 8/11/20
10318 Memorial Dr	New Pool	7/29/2020	In review- Review Completed - 7/31/20 - Not Approved	Contractor Notified of Needed Revisions 7/31/20
410 Thamer Circle	Patio Cover	8/12/2020	Review Complete - 8/18/20 - Not Approved	Contractor Notified of Needed Revisions 8/18/20
303 Hunters Trail St.	Residential Remodel	8/14/2020	Review Completed - 8/19/20 - Approved	Contractor Notified of Approval - 8/19/20
750 E. Creekside	New Pool	8/18/2020	Review Completed - 8/21/20 - Not Approved - Revisions Submitted - 8/27/20 - Review Completed - 8/27/20 - Approved	Contractor Notified of Approval - 8/27/20
715 1/2 Voss Rd.	Network node and Cabinet	8/20/2020	Review Completed - 8/28/20 - Not Approved	Contractor notified of needed revisions - 8/28/20
256 Hedwig Rd.	Residential Remodel	8/27/2020	Review Completed 9-1-20 - Approved	Contractor notified of approval - 9-1-20
10917 Roaring Brook	Summer Kitchen and Pool	9/8/2020	Review Completed - 9/11/20 - Not Approved	Contractor notified of needed revisions - 9/11/20
408 Lindenwood Dr.	New Residence	9/11/2020	In Review	

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
4/9/2019	640 Pifer Rd.	Dead Animals in Roadway	Picked up and disposed
4/10/2019	12 Inwood Oaks	Stray Dog at Residence	Picked up/Taken to Shelter
5/10/2019	750 Pifer Rd.	Animal Trap Delivered to Resident	Trap Delivered
6/4/2019	210 Timberwilde Ln.	Opossum in trap - Picked Up	Picked Up/Relocated
6/7/2019	725 W. Creekside Dr	Animal Trap Delivered to Resident	Trap Delivered
6/11/2019	737 Camelot Ln	Animal Trap Delivered to Resident	Trap Delivered
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/Disposed
7/8/2019	321 Shasta	Bat inside House - Owner Caught and Froze - Rabies Test	Picked up/Took to Lab for Testing
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
9/13/2019	331 Hunters Trail St.	Owner Bitten by his dog - Dog Very Aggressive/Dangerous	Dog Euthanized by Owner Request - Tested
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
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 BIK 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 Gawaitn 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
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
			Home Quarantine ended 11/18/19 - All OK - Rabies Vaccination Current

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	
2/19/2020	210 Timberwilde Ln.	Trapped Raccoon - Pick Up/Return Trap to Resident	Picked Up Raccoon - Relocated	Relocated Raccoon
2/19/2020	3 Saddlewood Estates	Animal Trap Request	Delivered Trap to Resident	
2/21/2020	3 Saddlewood Estates	Raccoon in trap	Picked up and relocated raccoon	Relocated Raccoon
2/26/2020	Hunters Trail St.	Stray Dog	Pick Up Dog - Delivered to shelter	
2/28/2020	507 Hunters Park Ln.	2 Feral Cats in Trap	Picked up/Relocated	Relocated Cats
3/3/2020	108 Shasta	Stray Dog on Banks Of Bayou	Picked Up Dog	
3/5/2020	907 Creekwood Way	Stray Dog	Picked up dog - Delivered to Vet Clinic	
3/6/2020	506 Hunters Park Ln.	Feral Cat in Trap	Picked Up - Relocated	Relocated Cats
3/10/2020	Voss Park at Voss	Dead animal in roadway	Picked Up/Disposed	
3/23/2020	Saddlewood near Beinhorn	Dead Opossum in Roadway	Picked Up/Disposed	
4/6/2020	10918 Timberglen	Deliver Trap to resident	Delivered trap to resident	
4/8/2020	10918 Timberglen	Opossum in Trap - Pick Up	Picked Up/Relocated	
4/13/2020	10918 Timberglen	Opossum in Trap - Pick Up	Picked Up/Relocated	
4/20/2020	305 Voss	Trap Request	Delivered trap to resident	
4/20/2020	777 W. Creekside	Raccoon at residence - Please Pick Up	Picked Up/Relocated	Relocated
4/23/2020	305 Voss	Raccoon in trap	Picked Up/Relocated	Relocated Raccoon
4/27/2020	10314 Memorial Drive	Trap Request	Delivered trap to resident	
5/11/2020	Voss near I-10	Dead Raccoon on sidewalk	Picked Up/Disposed	Disposed of Dead Raccoon
5/11/2020	802 Kuhlman	Trap Request	Delivered trap to resident	
5/12/2020	10705 Marsha Ln.	Trap Request	Delivered trap to resident	
5/14/2020	10705 Marsh Ln.	Opossum in Trap/Please Pick Up	Picked Up/Relocated	Relocated Opossum
5/14/2020	714 Creekside Ln.	Dog Bite - Food Delivery person bitten at front door.	Dog Quarantined at Vet - Shots Current	Quarantine to end 5/21/20 - Spoke with dog owner and bite victim. Dog euthanized per owners request on 5/21/20.
5/18/2020	10807 Pine Bayou	Animal Trap Request	Delivered trap to resident	
5/20/2020	826 Oak ValleyDr.	Animal Trap Request	Delivered trap to resident	
5/20/2020	922 Huntington Cove	Animal in Trap - Please Pick Up	Picked Up/Relocated Raccoon	Relocated
5/22/2020	826 Oak Valley Dr.	Animal in Trap - Please Pick Up	Picked Up/Relocated Opossum	Relocated
5/22/2020	10807 Pine Bayou Dr.	Animal in Trap - Please Pick Up	Picked Up/Relocated Opossum	Relocated
5/22/2020	10619 Gawain Ln.	Animal Trap Request	Delivered trap to resident	
6/2/2020	836 Kuhlman Rd.	Dog Bite - Dog owners friend bitten in back yard.	Dog - Home Quarantine - Shots Current	Quarantine to end 6/13/20
6/4/2020	205 Shasta Dr.	Animal in Trap - Please Pick Up	Picked up/Relocated Raccoon	Relocated
6/10/2020	760 Pifer Rd.	Dead animal in roadway	Picked up and disposed of dead Opossum	Disposed
6/16/2020	10814 Roaring Brook	Animal Trap Request	Delivered trap to resident	
7/1/2020	10622 N. Evers Park	Dead Raccoon in Driveway	Picked Up/Disposed of Raccoon	Disposed
7/1/2020	1108 River Glyn	Dead Armadillo in Driveway	Picked Up/Disposed of Armadillo	Disposed

7/2/2020	Memorial Dr @ Shartle Circl	Dead Armadillo in Roadway	Picked Up/Disposed of Armadillo	Disposed
7/6/2020	Memorial Dr at Three Corne	Dead Armadillo in Roadway	Picked Up/Disposed of Armadillo	Disposed
7/7/2020	10819 Smithdale Rd.	Animal Trap Request	Delivered trap to resident	
7/9/2020	606 Hunters Way Ct.	Animal In Trap - Please Pick Up	Picked Up/Relocated Cat	Relocated
7/15/2020	606 Hunters Way Ct.	Animal In Trap - Please Pick Up	Picked Up/Relocated Cat	Relocated
7/15/2020	634 Saddlewood Ln.	Dead animal in roadway	Picked up/Disposed of Squirrel	Disposed

CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared September 14, 2020 for the September 22, 2020 Agenda

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

1. Final clean up and landscaping are complete.
2. Project is closed out.

B. Voss at Second Baptist

1. No update from City of Houston.

C. Beinhorn and Voss – Traffic Signal Reconstruction

1. Reviewing submittals from contractor.
2. Poles are estimated to arrive January 2021.
3. Contract amount is \$329,078.87.

D. CCTV Phase II

1. Incorporating data into GIS database.
2. Preparing recommendations for storm sewer repair.

E. 2020 Street Maintenance – Memorial Drive

1. Construction plans are prepared and ready for advertisement.
2. Project to be advertised Wednesday, September 23, 2020.
3. Project Bid Opening is Friday, October 16th, 2020

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

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, August 25, 2020, at City Hall, #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person or by video or audio conference.

Present:	Mayor:	Jim Pappas (by teleconference)
	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 (by teleconference)

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:01 p.m. followed by the pledge of allegiance led by Memorial Villages Police Chief Ray Schultz.

PUBLIC HEARING

1. The purpose of the Public Hearing is to receive input from the public, either oral or written, regarding the City's 2020 Proposed Tax Rate (information about the proposed tax rate is posted on the City's website).

The citizens were given an opportunity to address the City Council on the subject of the proposed tax rate but no one chose to speak. The public hearing was then closed and the council proceeded with other business.

PUBLIC COMMENTS

Jack Carlson at 10806 Hunters Forest spoke before the council regarding the building permit extension at 10808 Hunters Forest which was item #6 on the agenda.

REPORTS

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

Police Commission: Steve Reichek, Alternate Police Commissioner presented the police department report. Follow-up on Previous Month Items/Requests from Commission-Personnel and Finance committees met during the month to discuss 457b program and COVID-19 policies. A draft COVID policy prepared and forwarded to Olson and Olson for review. Interim policy put in place. Budget amendment prepared and forwarded to city councils for consideration. Personnel Changes/Issues/Updates-4 personnel effected by COVID-19. 2 positive employees and 2 in the household. Officer Boggus returned to work 7/28. Officer Schanmier released and scheduled for return 8/5/20. Officer Cadena cleared for return to work 8/4/20. Officer left food items in the department utility pick-up truck that spoiled and caused damage to the interior. EPI initiated. LOR issued. Sergeant EPI in reference to second chargeable accident found to be sustained. Suspension issued. Tested and interviewed 3 well-qualified candidates for PO positions and have created an active eligibility list.

Major/Significant Events

- 7/1/20 Officer involved in deadly force incident at Memorial Hermann Hospital during a physical altercation as a prisoner attempted to escape custody. A multi-jurisdictional investigation conducted by HPD, HCDA's Office and MVPD. No injuries to MVPD personnel. Investigation is on-going.
- 7/28/20 suspects identified via latent fingerprints from burglary at 411 Hunterwood. 2 suspects identified and arrest warrants issued.
- Detectives have identified suspects who illegally entered Chapelwood and had a drinking party inside of the facility. During the party, church property was damaged. Suspects are going to be area youth. Additionally, it is believed that some of the suspects have also been involved in the rash of burglaries that have occurred nearby, as well as spray painting the church. This investigation is on-going.
- Received and investigated a complaint on an officer. The incident in question was captured on the officers BWC and clearly disproved the allegation. This officer had been a little skeptical of the BWC, however is now a strong believer.

Status Update on any Major Projects-Riverbend NA and Windemere NA both have new ALPR systems that have been incorporated into the MVPD network. Mott Lane and Thamer are both currently considering adding systems as well. On 7/1/20 the rebuilt ICV server was put into service replacing the no longer supported Windows 2005 State Interface Server. The transition went without issue. Repurposing the former ICV Server saved the department several thousand dollars.

Fire Commission: Councilman Carlton presented the fire department report. Phase 1 of construction continues. The fire tower and trees have been removed. Contractors are securing all materials in preparation of the storm. The Fire Chief will be attending the next meeting to go over the renovation budget.

Building Official: James Stewart, City Building Official gave a brief summary of the building report.

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

- a. 2020 Outfall Replacement – Outfall #32(River Glyn Drive)

Contract closed and trees still need to be planted on/near easement at 1005 River Glyn.

- b. Voss at Second Baptist

No news from City of Houston.

- c. Beinhorn and Voss – Traffic Signal Reconstruction

City Engineer is reviewing submittals from contractor. Poles are estimated to arrive January 2021. Contract amount is \$329,078.87.

- d. CCTV Phase II

City Engineer is Incorporating data into GIS database and preparing estimate of probable cost for storm sewer repair.

- e. 2020 Street Maintenance – Memorial Drive

City Engineer is preparing construction plans for bid. Project to be advertised in September.

f. Harris County Engineer's Recommendations on Minimum Standards for Communities in Harris County.

The County is asking the City's to update drainage criteria. Some requests are: Use of Atlas 14 Hydrology and no fill in the 500 yr. flood plain. If the City does not update following the guidelines, they will not be eligible for participation in the Partnership Projects (from the 2018 County Bond Issues). We are working with other engineers locally for the best response. Not all cities will have the same response, and it will typically be related to amount of 500 yr. impact and amount of 'partnering projects'. We plan to meet with staff and develop recommendations.

CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting on July 25, 2020.
2. Approval of the Cash Disbursement Journal for July, 2020.

A motion was made by Councilman Cowell and a seconded by Councilman Spalding to approve the consent agenda. The vote to approve the motion was unanimous.

REGULAR AGENDA

1. Discussion and possible action to consider an ordinance adopting the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2021 and ending December 31, 2021; making appropriations for the city for such year as reflected in the budget; and making certain findings and containing certain provisions relating to the subject.

A motion was made by Councilman Cowell to adopt the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2021 and ending December 31, 2021 Councilman Spalding seconded the motion. The vote to approve the motion was as follows:

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

2. Discussion and possible action to:
 - a. Set the property tax rate for Debt Service for 2020.

A motion was made by Councilman Spalding, with a second by Councilman Cowell, to adopt a 2020 debt service rate of \$ 0.00 of assessed value.

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

- b. Set the property tax rate for Maintenance and Operation for 2020.

A motion was made by Councilman Spalding, with a second by Councilman Marks, to adopt a 2020 tax rate for maintenance and operations at \$.194082/\$100 of assessed value.

Voting: Aye (4) –Sapien, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

3. Discussion and possible action to consider an ordinance providing for the assessment, levy and collection of ad valorem taxes of the City of Hunters Creek Village, Texas for the year 2020; providing for the date on which such taxes shall be due and payable; providing for the penalty and interest on all taxes not timely paid; and repealing all ordinances and parts of ordinances in conflict herewith; and providing for severability.

A motion was made by Councilman Cowell to approve an Ordinance providing for the assessment, levy and collection of ad valorem taxes for tax year 2020 and Councilman Marks seconded the motion.

Voting: Aye (4) – Marks, Spalding, Cowell, Carlton

Nay (0)

The motion carried unanimously.

4. Discussion and possible action to address illegal camping along I-10 frontage road in Hunters Creek Village.

No action was taken on this item

5. Discussion and possible action to consider the appointment of members to the Planning and Zoning Commission, Board of Adjustment, Fire Commission and Police Commission.

Discussion and action on this item was delayed until after the executive session.

6. Discussion and possible action to consider a request for an extension of building permit 201600635, which expired on December 1, 2019 and authorized construction at 10802 Hunters Forest Drive, and setting the fees and conditions for the extension.

A motion was made by Councilman Cowell to approve the permit extension for 10802 Hunters Forest Drive for one month from Monday, August 31, 2020 in the amount of \$541.13. In addition, Titan Homes shall pay for the previous granted permit extension in the amount of \$3,249.13 and must return to the next City Council meeting on Tuesday, September 22, 2020 to assess the progress of construction.

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.

At 6:53 p.m. the Mayor announced that the City Council was recessing into closed executive session under the personnel and legal advice exceptions.

- a. Appointment of members to the Planning and Zoning Commission, Board of Adjustment, Fire Commission and the Police Commission. (§551.074 Personnel Matters).
- b. 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
- c. For the purpose of deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee to wit: the position of City Secretary.

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

At 7:38 p.m. the City Council reconvened in open session. No action was taken during the closed executive session.

After the City Council reconvened in open session, a motion was made and seconded to appoint Kristopher Knop to alternate position no. 7 on the Zoning Board of Adjustment to replace Ed Holland. The vote to approve the motion was unanimous.

ADJOURNMENT

At 7:45 p.m. a motion was made and seconded to adjourn the meeting. The vote to approve the motion was unanimous.

The meeting was adjourned at 7:45 p.m. p.m.

These minutes were approved on the ____ day of _____, 2020.

Jim Pappas, Mayor

ATTEST:

Crystal R. Dozier, TRMC
City Secretary



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP POOLED-AP POOLED						
000731	Al's Engine & Equipment	08/14/2020	Regular	0.00	19.20	32222
0005	AT&T (5414)	08/14/2020	Regular	0.00	349.78	32223
000815	BBG Consulting, Inc.	08/14/2020	Regular	0.00	5,560.00	32224
0607	Bownds Wholesale Nursey	08/14/2020	Regular	0.00	1,650.00	32225
0628	BRADFORD GENE HENDRICKS	08/14/2020	Regular	0.00	910.00	32226
0228	CITY OF BUNKER HILL VILLAGE	08/14/2020	Regular	0.00	611.48	32227
0012	COBB FENDLEY	08/14/2020	Regular	0.00	5,193.35	32228
0013	COWBOY TRUCKING INC	08/14/2020	Regular	0.00	99.00	32229
0018	END-O-PEST	08/14/2020	Regular	0.00	135.00	32230
0023	GORMAN UNIFORM SERVICE	08/14/2020	Regular	0.00	151.98	32231
000760	Gulf Coast Coalition of Cities	08/14/2020	Regular	0.00	146.73	32232
000784	Harris County Flood Control District	08/14/2020	Regular	0.00	2,314.51	32233
0053	MEMORIAL VILLAGES WATER AUTHORITY	08/14/2020	Regular	0.00	6,636.77	32234
0522	MISTER SWEEPER LP	08/14/2020	Regular	0.00	834.00	32235
0066	OLSON & OLSON LLP	08/14/2020	Regular	0.00	5,025.00	32236
000841	Preferred Industrial Contractors	08/14/2020	Regular	0.00	45,221.25	32237
0075	PRIME SOURCE OFFICE SOLUTIONS	08/14/2020	Regular	0.00	166.50	32238
000840	Texas Lawn and Sprinklers	08/14/2020	Regular	0.00	4,609.72	32239
0624	TRANTEX	08/14/2020	Regular	0.00	446.60	32240
000789	Van Sant Landscape Management	08/14/2020	Regular	0.00	7,495.00	32241
0362	VERIZON WIRELESS	08/14/2020	Regular	0.00	38.11	32242
0537	WCA WASTE CORPORATION	08/14/2020	Regular	0.00	41,728.21	32243
0647	Aflac Worldwide Headquarters	08/31/2020	Regular	0.00	435.96	32244
0458	AT&T (5019)	08/31/2020	Regular	0.00	711.79	32245
0669	C & D Janitor Service, Inc.	08/31/2020	Regular	0.00	795.86	32246
000808	CenterPoint Energy (S)	08/31/2020	Regular	0.00	11.37	32247
0513	CRYSTAL DOZIER	08/31/2020	Regular	0.00	500.00	32248
000796	Engie Resources	08/31/2020	Regular	0.00	4.76	32249
0023	GORMAN UNIFORM SERVICE	08/31/2020	Regular	0.00	101.32	32250
000843	Griffin Fence	08/31/2020	Regular	0.00	125.00	32251
0028	HARRIS COUNTY APPRAISAL DISTRICT	08/31/2020	Regular	0.00	11,021.00	32252
0654	Lora Jean D. Lenzsch	08/31/2020	Regular	0.00	307.00	32253
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	08/31/2020	Regular	0.00	158,665.00	32254
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	08/31/2020	Regular	0.00	3,833.00	32255
0053	MEMORIAL VILLAGES WATER AUTHORITY	08/31/2020	Regular	0.00	6,802.36	32256
0062	NORTHWEST PEST PATROL	08/31/2020	Regular	0.00	1,020.00	32257
0135	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	08/31/2020	Regular	0.00	246.21	32258
0420	PREMIER TREE SERVICE	08/31/2020	Regular	0.00	4,750.00	32259
0632	TEXAS DEPARTMENT OF TRANSPORTATION	08/31/2020	Regular	0.00	46,800.00	32260
0103	TEXAS MUNICIPAL RETIREMENT SYSTEM - TMRS	08/31/2020	Regular	0.00	10,868.83	32261
0624	TRANTEX	08/31/2020	Regular	0.00	1,068.00	32262
0105	VILLAGE FIRE DEPARTMENT	08/31/2020	Regular	0.00	148,805.59	32263
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	08/31/2020	Regular	0.00	9,182.09	32264
0530	xlrINT LLC	08/31/2020	Regular	0.00	1,114.14	32265
0638-JS	Payment Remittance Center	08/27/2020	Bank Draft	0.00	1,912.94	DFT0000260
0517-TF	PAYMENT REMITTANCE CENTER	08/27/2020	Bank Draft	0.00	2,547.72	DFT0000261

Check Report

Date Range: 08/01/2020 - 08/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0127-EA	PAYMENT REMITTANCE CENTER	08/27/2020	Bank Draft	0.00	428.60	DFT0000262

Bank Code AP POOLED Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	55	44	0.00	536,511.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	3	0.00	4,889.26
EFT's	0	0	0.00	0.00
	59	47	0.00	541,400.73

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	55	44	0.00	536,511.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	3	0.00	4,889.26
EFT's	0	0	0.00	0.00
	59	47	0.00	541,400.73

Fund Summary

Fund	Name	Period	Amount
999	POOL	8/2020	541,400.73
			541,400.73



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

AGENDA DATE: September 22, 2020
AGENDA SUBJECT: Council Chambers AV Upgrade
PROCEEDING: Motion
EXHIBITS: Bid from FE Solutions

Discussion and possible action to approve a bid from FE Solutions to upgrade the AV System in Council Chambers for which the City would be reimbursed with money from the CARES Act.

PROPOSAL

Council Chamber AV Upgrade

City of Hunters Creek Village

1 Hunters Creek Place
Houston, Texas 77024 United States
713-465-2150

Revision: 0
Modified: 9/2/2020

Presented By:

FE Solutions








12933 Brittmoore Park Drive
Houston, TX 77041 USA
(713) 980-2877
<https://fesolutionstx.com/>



FE Solutions will install two new cameras, one PTZ camera and one wide angle camera. The PTZ camera will be focused on the judge and the wide angle camera will be focused on the council members seated at the dais.

Additionally, FE Solutions will install 3 microphones, one microphone is a wired ceiling microphone located in the chamber for audience recording, the second is a wireless boundary microphone located at the table in front of the dais, and the third is a hand held microphone located at the podium. All audio will be incorporated with existing council chamber microphones. All cameras, microphones, and components are Zoom certified. A small rack will be installed to house the new equipment components.

A small touch panel will provide control to change inputs.

		Equipment	Labor
	1 Aver AVer CAM520 PRO Conference Camera AVer CAM520 Pro Conference Camera	\$921.05	\$179.00
	1 Biamp Systems Parl TCM-1 AVB Pendant Ceiling Microphone - White	\$998.75	\$358.00
	1 Biamp Systems TesiraFORTE AVB VT Digital audio server with 12 analog input and 8 analog output, and include acoustic echo cancellation (AEC) technology on all 12 input	\$2,665.33	\$500.00
	1 DigitaLinx DL-HD70LS-H2 18G 4K HDR HDMI 2.0 and IR HDBaseT extension up to 70m with Flexible Power	\$281.79	\$89.50
	1 FE Solutions Delivery, Shipping & Handling	\$142.86	\$65.00
	1 Heckler H583BG ADA Camera Mount for Huddly Go	\$66.25	\$89.50
	1 Huddly Huddly Go Camera with 2' cable Huddly GO is a compact, wide-angle, software-enhanced conference camera that gives you an outstanding experience, straight out of the box. USB-powered and compatible with any platform, Huddly GO is perfect for small huddle rooms, medium size meeting rooms, and open collaboration spaces.	\$400.00	\$17.90
	1 Huddly USB 3 AOC Cable M/F (16') Huddly USB AOC Data Transfer Cable - USB - 16.40 Ft - Type A Male USB - Type A Female	\$233.33	\$0.90

* Price Includes Accessories

	1	Icron Ranger 2304 4-Port USB 2.0 100m Cat 5e Extender System	\$372.00	\$89.50
	1	Middle Atlantic DTRK-718 7SP/18D DSKTP RK,NO DRS	\$220.51	\$130.00
	1	Middle Atlantic PD-915R 9OUT,15A,RCKMNT POWER CEN	\$112.16	\$22.38
	1	Shure MX690 Wireless boundary microphone base SLX transmitter	\$498.75	\$22.38
	1	Shure SLX24/SM58 Shure wireless UHF system with SM58 microphone/transmitter	\$544.87	\$89.50
	1	Shure SLX4 Diversity Receiver with PS21US Power Supply, 1/4" Wave Antenna and Rack Mounting Hardware	\$345.33	\$89.50
	1	Starin Pro AV Outfitters Meeting Room controller(Black) Pro AV Outfitters Meeting Room Controller(Black)	\$416.67	\$250.00
	1	Tripp Lite U360-007-IND 7-Port Industrial-Grade USB 3.0 SuperSpeed Hub - 20 kV ESD Immunity, Metal Housing, Mountable	\$183.07	\$44.75
	50	Windy City Wire 22-02SP-BLK 22 AWG 2 Conductor Bare Copper, Shielded Plenum UL Listed C(UL)US CMP [Black]	\$1.07	\$32.50
	250	Windy City Wire CAT6-BLK 23 AWG 4 Pair Bare Copper, Non-Shielded Non-Plenum Rated Category 6 [Black]	\$85.33	\$162.50

Council Chamber Total

\$8,489.12

\$2,232.81

Project Subtotal:

\$8,489.12

\$2,232.81

* Price Includes Accessories

PROJECT SUMMARY

Equipment:	\$8,489.12
Labor:	\$2,232.81

Grand Total: \$10,721.93

Client: Tom Wallen

Date

Contractor: FE Solutions

Date



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

AGENDA DATE: September 22, 2020
AGENDA SUBJECT: Board and Commission Appointments
PROCEEDING: Motion
EXHIBITS: None

Police Commission

Brooke Hamilton - Chair
Sean Johnson - Jr. Voting Chair
Steve Reichel - Alternate

Fire Commission

Councilman Jay Carlton
Rob Adams-Alternate

Planning and Zoning Commission-Terms Expire with Mayors Term

Bill Dalton-Chair - Position 1
David Childers - Vice Chair-Position 2
Charles Martin - Position 3
John Abercrombie - Position 4
Brent Fredricks - Position 5
Rob Adams - Alternate 1
Dan Boyles - Alternate 2

Board of Adjustment

Josh Pratt - Position 1 **Term Expires Even Year**
Steve Pearson - Position 2 **Term Expires Even Year**
Brad Klein - Chair - Position 3 **Term Expires Even Year**
Linda Knox - Position 4 **Term Expires Odd Year**
VACANT - Kristopher Dusek - Position 5 **Term Expires Odd Year**
Kelly Somoza - Alternate Position 6 **Term Expires Even Year**
Kristopher Knop (*Replaced Ed Holland*) - Alternate Position 7 **Term Expires Even Year**
John Braddock - Alternate Position 8 **Term Expires Odd Year**
VACANT - Richard Huestess - Alternate Position 9 **Term Expires Odd Year**



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

AGENDA DATE: September 22, 2020
AGENDA SUBJECT: 10802 Hunters Forest Dr. Building Permit Extension
PROCEEDING: Motion
EXHIBITS: Building Permit Extension Request

A motion was made by Councilman Cowell to approve the permit extension for 10802 Hunters Forest Drive for one month from Monday, August 31, 2020 in the amount of \$541.13. In addition, Titan Homes shall pay for the previous granted permit extension in the amount of \$3,249.13 and must return to the next City Council meeting on Tuesday, September 22, 2020 to assess the progress of construction.

Original Permit issued – 10/31/2016 with expiration date of 10/31/2018

Last inspection activity 8/15/2017

Permit Extension Request to City Council from Contractor – 5/28/2019

Extension Approved by City Council with expiration date of 12/1/2019 and fee of \$3249.13.

Contractor did not come in to pay for and pick up permit extension.

Permit extension expired 12/1/2019.

All subcontractor permits have also expired.

January 2020 – Certified letter to contractor outlining Property Maintenance Code violations and informing contractor of Permit status. City placed chains and locks on the construction fence gates to properly secure the property. Certified letter returned as unclaimed.

Attempted several times to reach Mr. Khan with Titan Homes to discuss the status of the property with no returned calls.

July 2020 – Received a call from Ginny Shufflin of Titan Homes inquiring about the City's Position on the property and what was needed to re-issue permits. Explained the property maintenance violations and that all permits are expired. Explained that they would need to appear before City Council to request any permit extensions or re-issuance of permits.

July 21, 2020 – Received email introducing Mr. Mike Pomerleau as new Production Manager for Titan Homes. Spoke with Mr. Pomerleau and explained that they would need to appear before City Council to request further permit extensions or re-issuance of permits.

August 3, 2020 – Received email and request letter from Titan Homes to appear before City Council to discuss permits and re-starting the project at 10802 Hunters Forest Dr.

Some site clean-up and securing of the construction site fence has taken place. Swimming Pool has been drained.