

MAYOR
Jim Pappas

CITY OF HUNTERS CREEK VILLAGE

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



CITY ADMINISTRATOR
Tom Fullen, MPA, CPM

Notice is hereby given of regular meeting of the City Council of Hunters Creek Village, Texas, to be held on **Tuesday, July 27, 2021 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://us06web.zoom.us/j/82898387427?pwd=Wks5amk0SWgvaEIRTkdZQ1NvbXlpZz09>
- 2) Enter the following Access Code or Meeting Number: **828 9838 7427**
- 3) Enter the following Attendee ID or Numeric Meeting Password: **208653**

AUDIO

- 1) Call the following toll free number **+1 346 248 7799 US (Houston)**
- 2) Enter the following Access Code or Meeting Number: **828 9838 7427**
- 3) Enter the following Attendee ID or Numeric Meeting Password: **208653**

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 HEARINGS AND RELATED ACTION ITEMS.
 - 1. A Public Hearing will be held before the City Council for the purpose of receiving input from the public, either oral or written, regarding the City's 2022 Proposed Budget (copies are posted on the City's website and on file with the City Secretary). **Pgs. 1-5**
 - 2. A Public Hearing will be held before the City Council for the purpose of receiving testimony for or against proposed amendments to the City's Zoning Chapter. The proposed amendments are to amend the specific use permit for Hunters Creek Elementary School to: 1) allow the installation of Building Identification Signage; and 2) allow the installation of an electronic message center sign and specify the conditions under which it may be operated.
 - 3. Discussion and possible action to receive the final report and recommendation from the Planning and Zoning Commission. **Pg. 6-9**
 - 4. Discussion and possible action to amend the specific use permit for Hunters Creek Elementary School.
- D. 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.*
- E. REPORTS
 - 1. City Treasurer Monthly Report **Pgs. 10-15**
 - 2. Police Commissioner Monthly Report **Pgs. 16-26**
 - 3. Fire Commissioner Monthly Report **Pg. 27**
 - 4. Building Official Monthly Report **Pgs. 28-51**
 - 5. City Engineer and Public Works Report **Pg. 52**
 - 6. City Administrator Report
 - 7. Mayor and Council Reports and Comments
- F. 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 June 22, 2021. **Pgs. 53-56**
2. Approval of the Minutes of the Budget Meeting on June 22, 2021. **Pgs. 57-58**
3. Approval of the Cash Disbursement Journal for June, 2021. **Pgs. 59-61**
4. Approval of the 2021 2nd Quarterly Investment Report. **Pg. 62**

G. REGULAR AGENDA

1. Discussion and possible action to approve Amendment No. 69 to the engineering contract with Cobb Fendley in the amount of \$52,330.00 for Engineering Services associated with the Signal Design at Lindenwood and Memorial. **Pgs. 63-68**
2. Discussion and possible action to consider and accept the engagement letter from Belt Harris Pechacek for auditing services through December 31st, 2023. **Pgs. 69-77**
3. Discussion and possible action to award a contract to Angel Brothers Enterprises, Ltd. in an amount not to exceed \$530,410.70 for the Beinhorn Road Reconstruction Project. **Pgs. 78-80**
4. Discussion and possible action to approve a Resolution of the City Council of the City of Hunters Creek Village, Texas, authorizing the City Administrator to act for the City in connection with the City's receipt and expenditure of grants from the American Rescue Plan and the Coronavirus Local Fiscal Recovery Fund and making other provisions related to the subject. **Pgs. 81-83**
5. Discussion and possible action to approve a proposal from Van Sant Landscape in the amount of \$36,489.00 for City Median Landscape Beautification. **Pgs. 84-87**
6. Discussion and possible action to direct Planning and Zoning to review and make a recommendation on a proposal from Chinese Baptist Church to amend the Specific Use Permit to allow the installation of a canopy on the east side of the main building. **Pgs. 88-93**

H. 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.

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

J. 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;

**CITY OF HUNTERS CREEK VILLAGE
PROPOSED 2022 MUNICIPAL BUDGET**

This budget will raise more total property taxes than last year's budget by \$123,883 or 2.11% and of that amount \$59,835 is tax revenue to be raised from new property added to the tax roll this year.

**City of Hunters Creek Village
2022 Proposed Budget**

Account	Description	Proposed Budget
	Estimated Beginning Fund Balance	\$4,333,630
REVENUES		
100-00-41000	CURRENT AD VALOREM TAXES	\$5,992,963
100-00-41005	PREVIOUS AD VALOREM TAXES	\$15,000
100-00-41010	FRANCHISE TAXES	\$370,000
100-00-41015	SALES TAXES	\$500,000
100-00-41020	MIXED DRINK TAX	\$20,000
100-00-41040	PENALTIES/INTEREST	\$15,000
100-00-42035	BUILDING PERMITS	\$225,000
100-00-42044	CREDIT CARD PROCESSING FEES	\$2,000
100-00-43057	CHILD SAFETY FEES	\$4,000
100-00-43070	METRO RECEIPTS	\$250,000
100-00-44025	TRAFFIC FINES/BONDS	\$75,000
100-00-44027	COURT TECHNOLOGY FUND	\$2,000
100-00-44028	COURT SECURITY FUND	\$1,500
100-00-46030	INTEREST INCOME	\$5,000
100-00-48045	SUBD ST. LIGHTS	\$35,000
100-00-48055	OTHER INCOME	\$10,000
100-00-48065	AMERICAN RESCUE PLAN ACT	\$600,000
	TOTAL REVENUES	\$8,122,463
MAINTENANCE & OPERATION EXPENDITURES		
ADMINISTRATION		
100-01-71000	SALARIES & WAGES	\$573,525
100-01-71001	LONGEVITY	\$5,802
100-01-71002	457b	\$11,471
100-01-71025	TMRS	\$102,260
100-01-71030	PAYROLL TAXES	\$44,310
100-01-71105	INSURANCE BENEFITS	\$123,200
100-01-71107	HRA	\$4,000
100-01-72045	NOTICES & MAILING	\$15,000
100-01-72055	OFFICE SUPPLIES & PRINTING	\$8,500
100-01-72060	TELEPHONE	\$17,325
100-01-72061	TRAVEL & TRAINING	\$10,000
100-01-72062	TUITION REIMBURSEMENT	\$5,000
100-01-72063	CERTIFICATION/LICENSE/EDUCATION	\$10,200
100-01-72065	MACHINE RENTAL MAINTENANCE	\$1,800
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	\$4,200
100-01-72108	GEN LIABILITY/PROP/WC INSURANCE	\$22,615
100-01-72109	SURETY BONDS	\$250
100-01-72110	ELECTIONS	\$3,500
100-01-72111	RECORDS MANAGEMENT	\$500
100-01-72112	CODIFICATIONS	\$2,500
100-01-75040	OFFICE EQUIPMENT	\$5,000
100-01-76010	COMPUTER SOFTWARE SERVICES	\$14,700
100-01-78056	BANK FEES (credit card fees)	\$1,200
100-01-78115	PUBLIC RELATIONS	\$23,000
100-01-78116	LOBBYING SERVICES	\$0

**City of Hunters Creek Village
2022 Proposed Budget**

<u>Account</u>	<u>Description</u>	<u>Proposed Budget</u>
	TOTAL ADMINISTRATION	<u>\$1,009,857</u>

**City of Hunters Creek Village
2022 Proposed Budget**

Account	Description	Proposed Budget
PROFESSIONAL SERVICES		
100-02-72042	CONSULTING SERVICES	\$20,000
100-02-72085	TAX COLLECTOR/ASSESSOR	\$62,000
100-02-72120	AUDITOR	\$17,500
100-02-72300	LITIGATION	\$25,000
100-02-72310	CITY ATTORNEY	\$75,000
100-02-72502	CITY ENGINEER	\$75,000
100-02-78504	TCEQ PHIII STORMWATER PERMIT	\$7,500
	TOTAL PROFESSIONAL SERVICES	\$282,000
PUBLIC SAFETY		
100-03-72001	VILLAGE FIRE DEPARTMENT	\$1,658,392
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	\$2,099,750
	TOTAL PUBLIC SAFETY	\$3,758,142
PUBLIC WORKS		
100-04-72015	GARBAGE SERVICE	\$550,000
100-04-72021	STREET LIGHTS-CITY	\$60,000
100-04-72057	OFFICE SUPP/PRINTING - PW	\$2,000
100-04-72062	TRAVEL/TRAINING - PW	\$8,500
100-04-72070	MOSQUITO FOGGING CONTRACT	\$13,125
100-04-72091	MEMBERSHIPS/SUBSC - PW	\$1,000
100-04-72205	UNIFORMS-PW	\$3,600
100-04-72500	PW-BUILDING INSPECTIONS	\$60,000
100-04-72520	TRUCK MAINTENANCE	\$15,000
100-04-72530	TRAFFIC LIGHT MAINTENANCE	\$3,500
100-04-72540	MOWING CONTRACT	\$75,000
100-04-72541	CONTRACT LABOR	\$35,000
100-04-72560	LANDSCAPING	\$30,000
100-04-75510	RENTAL/PURCHASE EQUIPMENT	\$15,000
100-04-75550	TRAFFIC SIGNS	\$3,000
100-04-76500	STREET & DRAINAGE MAINTENANCE	\$100,000
100-04-78050	BUILDING MAINTENANCE	\$30,000
100-04-78051	JANITORIAL SERVICE BLDG MAINTENANCE	\$9,975
100-04-78063	STORM DISASTER FUND	\$300,000
100-04-78540	URBAN FORESTER	\$15,000
100-04-78544	CREDIT CARD PROCESSING FEES	\$3,000
	TOTAL PUBLIC WORKS	\$1,332,700

**City of Hunters Creek Village
2022 Proposed Budget**

Account	Description	Proposed Budget
MUNICIPAL COURT		
100-05-73000	JUDGES & PROSECUTORS	\$40,000
100-05-73020	JURY DUTY FEES	\$300
100-05-73025	WARRANTS ISSUED	\$500
100-05-73030	COURT SUPPLIES & PRINTING	\$2,500
100-05-73031	COURT TECHNOLOGY	\$1,500
100-05-73032	COURT SECURITY	\$1,800
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPTIONS	\$500
100-05-73035	COURT-TRAVEL & TRAINING	\$1,500
100-05-73044	CREDIT CARD FEES	\$2,500
100-05-73045	COURT TAX PD TO STATE	\$40,000
	TOTAL MUNICIPAL COURT	<u><u>\$91,100</u></u>
CAPITAL OUTLAY		
100-06-75041	COMPUTER EQUIP. & SOFTWARE	\$8,500
100-06-75042	BUILDING OFFICIAL VEHICLE	\$45,000
100-06-78064	CAPITAL RESERVE	\$200,000
	TOTAL CAPITAL OUTLAY	<u><u>\$253,500</u></u>
	TOTAL EXPENDITURES	<u><u>\$6,727,299</u></u>
	Net Income (revenues - expenditures)	\$1,395,163
	Beginning Fund Balance	<u><u>\$4,333,630</u></u>
	Ending Fund Balance	\$5,728,793
	Maintenance & Operations Fund Reserve	\$1,556,825
CAPITAL IMPROVEMENTS		
Funds Available for Capital Projects		\$4,171,968
	REFORESTATION PROJECT	\$20,000
	STREET SIGN REPLACEMENT	\$25,000
	OUTFALL REPAIRS	\$730,000
	OUTFALL REPAIRS	\$487,500
	SIDEWALK REPLACEMENT	\$50,000
	ESPLANADE BEAUTIFICATION	\$70,000
	STREET MAINTENANCE - Recurring	\$250,000
	STREET REPLACEMENT - BEINHORN RD.	\$1,822,500
	TOTAL CAPITAL IMPROVEMENTS	\$3,455,000
	Ending Fund Balance	\$2,273,793

**FINAL REPORT ON PROPOSED AMENDMENT TO
SPECIFIC USE PERMIT FOR THE HUNTERS CREEK ELEMENTARY
SCHOOL CAMPUS TO ALLOW CERTAIN SIGNS**

The Planning and Zoning Commission has been asked to make a recommendation on a proposal that the specific use permit for the Hunters Creek Elementary School campus, located at 10550 Beinhorn Road, be amended to allow the installation of building identification signage and a marquee electronic message sign under certain conditions. Pursuant to that request, the Commission: a) conducted deliberations on the proposed amendment at its meeting on June 7, 2021; b) conducted a public hearing on the proposed amendment on July 8, 2021; and c) conducted further deliberations on the proposed amendment on July 8, 2021, after the conclusion of the public hearing.

The Commission now issues this Final Report recommending that the City Council amend the specific use permit for the Hunters Creek Elementary School campus to:

1) Allow the proposed building identification sign as presented by the school's architect and attached to this report as Exhibit "A" with the following modifications:

- a) The letters are to be 18" tall and raised 3" above the canopy;
- b) The letters shall not be illuminated;
- c) The word "school" shall be omitted;
- d) The trim around the letters shall be a dark brown color.

2) Allow the proposed marquee electronic message center sign as presented by the school's architect and attached to this report as Exhibit "B" with the following modifications:

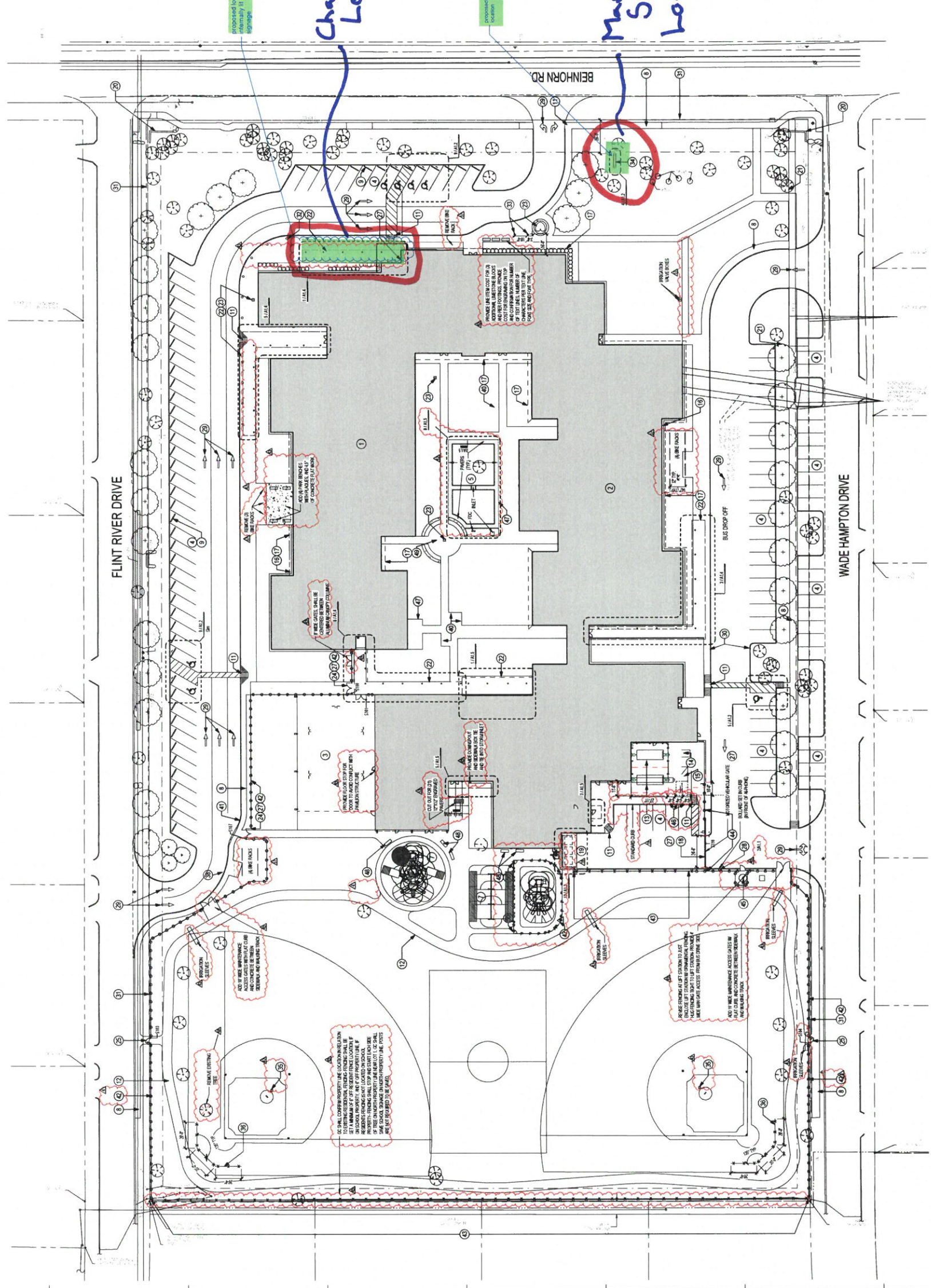
- a) The sign is to be operated only between the hours of 7:00 a.m. and 7:00 p.m.;
- b) The sign shall not be operated in a manner that is disruptive to the residential character of the surrounding neighborhood.
- c) The sign shall be operated with the auto-dimming feature activated.

July 8, 2021

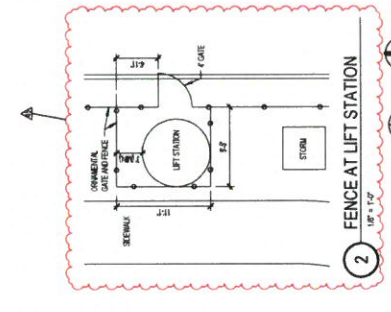
Date of Signature



CHAIRMAN



1 ARCHITECTURAL SITE PLAN 1"=30'



2 FENCE AT LIFT STATION 1"=1'-0"

HUNTERS CREEK ELEMENTARY SCHOOL REPLACEMENT
 10650 BEINHORN RD., HOUSTON, TEXAS 77024

PROJECT NO. 18-056
 DATE: 03/24/2021
 REVISIONS:
 1. 03/24/2021: ISSUE FOR PERMITS
 2. 03/24/2021: REVISIONS
 3. 03/24/2021: DIMENSION CORRECTION
 4. 03/24/2021: LAYOUT
 5. 03/24/2021: TYPING
 6. 03/24/2021: TYPING
 7. 03/24/2021: TYPING
 8. 03/24/2021: TYPING
 9. 03/24/2021: TYPING
 10. 03/24/2021: TYPING

965 CAMPBELL RD.
 HOUSTON, TEXAS 77024

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

Pfluger
 ARCHITECTS
 1415 KIRKWOOD AVE., SUITE 770
 HOUSTON, TEXAS 77024
 PHONE: 713.222.1141 FAX: 713.222.1174
 PFLUGERARCHITECTS.COM

A1.1
 ARCHITECTURAL SITE PLAN

TRUE PLAN NORTH

- SITE PLAN GENERAL NOTES**
1. VERIFY ALL DIMENSIONS BY MEASURING THE FIELD. VERIFY DIMENSIONS FROM AN ADJACENT EXISTING STRUCTURE OR MONUMENT.
 2. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 3. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 4. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 5. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 6. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 7. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 8. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 9. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 10. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 11. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 12. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 13. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 14. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 15. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 16. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 17. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 18. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 19. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 20. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 21. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 22. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 23. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 24. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 25. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 26. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 27. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 28. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 29. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 30. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 31. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 32. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 33. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 34. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 35. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 36. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 37. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 38. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 39. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 40. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 41. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 42. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 43. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 44. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 45. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 46. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 47. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 48. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 49. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 50. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 51. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 52. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 53. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.
 54. REFER TO THE DIMENSIONS FOR FINISH GRADE ELEVATIONS AND DIMENSIONS.

SITE PLAN LEGEND

X X X X X	5" FINISH GRADE CHAIN LINK FENCE
0 0 0 0 0	4" FINISH GRADE CHAIN LINK FENCE
p p p p p	4" FINISH GRADE CHAIN LINK FENCE

SITE PLAN KEY NOTES

1. PROPOSED NEW CONCRETE DRIVE
2. PROPOSED NEW CONCRETE DRIVE
3. PROPOSED NEW CONCRETE DRIVE
4. PROPOSED NEW CONCRETE DRIVE
5. PROPOSED NEW CONCRETE DRIVE
6. PROPOSED NEW CONCRETE DRIVE
7. PROPOSED NEW CONCRETE DRIVE
8. PROPOSED NEW CONCRETE DRIVE
9. PROPOSED NEW CONCRETE DRIVE
10. PROPOSED NEW CONCRETE DRIVE
11. PROPOSED NEW CONCRETE DRIVE
12. PROPOSED NEW CONCRETE DRIVE
13. PROPOSED NEW CONCRETE DRIVE
14. PROPOSED NEW CONCRETE DRIVE
15. PROPOSED NEW CONCRETE DRIVE
16. PROPOSED NEW CONCRETE DRIVE
17. PROPOSED NEW CONCRETE DRIVE
18. PROPOSED NEW CONCRETE DRIVE
19. PROPOSED NEW CONCRETE DRIVE
20. PROPOSED NEW CONCRETE DRIVE
21. PROPOSED NEW CONCRETE DRIVE
22. PROPOSED NEW CONCRETE DRIVE
23. PROPOSED NEW CONCRETE DRIVE
24. PROPOSED NEW CONCRETE DRIVE
25. PROPOSED NEW CONCRETE DRIVE
26. PROPOSED NEW CONCRETE DRIVE
27. PROPOSED NEW CONCRETE DRIVE
28. PROPOSED NEW CONCRETE DRIVE
29. PROPOSED NEW CONCRETE DRIVE
30. PROPOSED NEW CONCRETE DRIVE
31. PROPOSED NEW CONCRETE DRIVE
32. PROPOSED NEW CONCRETE DRIVE
33. PROPOSED NEW CONCRETE DRIVE
34. PROPOSED NEW CONCRETE DRIVE
35. PROPOSED NEW CONCRETE DRIVE
36. PROPOSED NEW CONCRETE DRIVE
37. PROPOSED NEW CONCRETE DRIVE
38. PROPOSED NEW CONCRETE DRIVE
39. PROPOSED NEW CONCRETE DRIVE
40. PROPOSED NEW CONCRETE DRIVE
41. PROPOSED NEW CONCRETE DRIVE
42. PROPOSED NEW CONCRETE DRIVE
43. PROPOSED NEW CONCRETE DRIVE
44. PROPOSED NEW CONCRETE DRIVE
45. PROPOSED NEW CONCRETE DRIVE
46. PROPOSED NEW CONCRETE DRIVE
47. PROPOSED NEW CONCRETE DRIVE
48. PROPOSED NEW CONCRETE DRIVE
49. PROPOSED NEW CONCRETE DRIVE
50. PROPOSED NEW CONCRETE DRIVE
51. PROPOSED NEW CONCRETE DRIVE
52. PROPOSED NEW CONCRETE DRIVE
53. PROPOSED NEW CONCRETE DRIVE
54. PROPOSED NEW CONCRETE DRIVE





SCALE 3/4" = 1'-0"

PROPOSED ELEMENT

(6.03)

6'-10 13/16"



3'-2 14/16"

3.16

SPECTRUM
SCOREBOARDS

Ph: 713.944.6200
Fax: 713.944.1290
spectrumscoreboards.com
10048 EASTHAVEN BLVD. HOUSTON, TX

DATE 2-10-21
PROJECT HUNTERS CREEK EM
LOCATION N/A
SALES REP STEPHEN KENNEDY
DRAWING NO. 21021804.01.P
DESIGNER MAT

SPECIFICATIONS
(1) 15mm RGB MATRIX 58X128 EMC
(BRICK OPENING 3'-4" 7'-2")

CONSTRUCTION
FACE
(.08) ALUM. W/
POLY. FINISH
BACK
JOINT MTL.
ALL IN. FINISH

COLORS

ELECTRICAL REQUIRED
N/A

CUSTOMER AFFIDAVIT

UNDERSTAND THIS CONCEPTUAL ILLUSTRATION IS PROVIDED FOR A PROJECT PROVIDED FOR BY CONTRACTOR. IT MAY BE SUBJECT TO CHANGE WITHOUT NOTICE. CONTRACTOR TO VERIFY ALL DIMENSIONS AND CONDITIONS.

SCALE
1" = 1'-0"

OPTION

PAGE

1

DATE: 2-10-21

**City of Hunters Creek Village
Monthly Tax Office Report
June 30, 2021**

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

A. Current Taxable Value \$ 3,039,046,227

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

	Current 2020 Tax Year	Delinquent 2019 & Prior Tax Years	Total
Original Levy 0.194082	\$ 5,298,670.29	\$ -	\$ 5,298,670.29
Carryover Balance	-	171,651.01	171,651.01
Adjustments	599,571.37	(7,286.71)	592,284.66
Adjusted Levy	5,898,241.66	164,364.30	6,062,605.96
Less Collections Y-T-D	5,812,319.78	19,682.36	5,832,002.14
Receivable Balance	<u>\$ 85,921.88</u>	<u>\$ 144,681.94</u>	<u>\$ 230,603.82</u>

C. COLLECTION RECAP:

Current Month:	Current 2020 Tax Year	Delinquent 2019 & Prior Tax Years	Total
Base Tax	\$ 18,715.78	\$ 944.93	\$ 19,660.71
Penalty & Interest	1,228.07	806.05	2,034.12
Attorney Fees	-	715.74	715.74
Other Fees	-	-	-
Total Collections	<u>\$ 19,943.85</u>	<u>\$ 2,466.72</u>	<u>\$ 22,410.57</u>

Year-To-Date:	Current 2020 Tax Year	Delinquent 2019 & Prior Tax Years	Total
Base Tax:	\$ 5,812,319.78	\$ 19,682.36	\$ 5,832,002.14
Penalty & Interest	19,545.46	3,964.79	23,510.25
Attorney Fees	-	3,671.17	3,671.17
Other Fees	31.58	2,514.37	2,545.95
Total Collections	<u>\$ 5,831,896.82</u>	<u>\$ 29,832.69</u>	<u>\$ 5,861,729.51</u>

Percent of Adjusted Levy	<u>98.88%</u>	<u>99.38%</u>
--------------------------	---------------	---------------

MONTHLY TAX OFFICE REPORT
Tax A/R Summary by Year
June 30, 2021

YEAR	BEGINNING BALANCE AS OF 12/31/2020	ADJUSTMENTS	COLLECTIONS	RECEIVABLE BALANCE AS OF 06/30/21
2019	\$ 59,961.55	\$ (5,655.21)	\$ 13,735.62	\$ 40,570.72
18	28,467.84	(1,506.00)	2,680.43	24,281.41
17	21,659.43	(94.25)	3,266.31	18,298.87
16	17,566.57	-	-	17,566.57
15	13,764.75	-	-	13,764.75
14	4,583.11	-	-	4,583.11
13	9,782.94	-	-	9,782.94
12	2,064.44	-	-	2,064.44
11	2,000.93	-	-	2,000.93
10	2,065.43	(28.66)	-	2,036.77
09	1,978.21	-	-	1,978.21
08	1,796.90	-	-	1,796.90
07	1,632.06	-	-	1,632.06
06	2,161.52	-	-	2,161.52
05	2,150.30	-	-	2,150.30
04	3.11	-	-	3.11
03	3.11	-	-	3.11
02	3.11	-	-	3.11
01	3.11	-	-	3.11
00	2.59	(2.59)	-	0.00
1999	0.00	-	-	-
	<u>\$ 171,651.01</u>	<u>\$ (7,286.71)</u>	<u>\$ 19,682.36</u>	<u>\$ 144,681.94</u>



		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	5,869,080.00	5,869,080.00	54,138.43	5,812,949.63	-56,130.37	0.96 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	9,286.71	21,537.30	6,537.30	143.58 %
100-00-41010	FRANCHISE TAXES	370,000.00	370,000.00	20,643.77	200,333.42	-169,666.58	45.86 %
100-00-41015	SALES TAXES	450,000.00	450,000.00	48,049.63	325,158.75	-124,841.25	27.74 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	2,498.64	9,332.34	-10,667.66	53.34 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	6,121.55	25,801.76	10,801.76	172.01 %
100-00-42035	BUILDING PERMITS	225,000.00	225,000.00	35,471.80	160,198.28	-64,801.72	28.80 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	552.21	1,862.86	-137.14	6.86 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	454.15	2,748.13	-1,251.87	31.30 %
100-00-43070	METRO RECEIPTS	225,000.00	225,000.00	24,024.82	162,579.39	-62,420.61	27.74 %
100-00-44025	TRAFFIC FINES	100,000.00	100,000.00	7,756.32	49,433.37	-50,566.63	50.57 %
100-00-44027	COURT TECHNOLOGY FUND	3,500.00	3,500.00	131.12	863.73	-2,636.27	75.32 %
100-00-44028	COURT SECURITY FUND	2,500.00	2,500.00	141.16	935.44	-1,564.56	62.58 %
100-00-46030	INTEREST INCOME	60,000.00	60,000.00	988.96	3,490.35	-56,509.65	94.18 %
100-00-48040	BURGLAR ALARM PERMITS	0.00	0.00	0.00	-30.00	-30.00	0.00 %
100-00-48045	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	33,002.51	-1,997.49	5.71 %
100-00-48055	OTHER INCOME	10,000.00	10,000.00	1,658.04	5,043.74	-4,956.26	49.56 %
100-00-48056	Ice Storm Insurance Payment	0.00	0.00	0.00	29,764.80	29,764.80	0.00 %
	Revenue Total:	7,406,080.00	7,406,080.00	211,917.31	6,845,005.80	-561,074.20	7.58 %
Expense							
100-01-71000	SALARIES & WAGES	622,180.00	622,180.00	42,584.64	259,306.87	362,873.13	58.32 %
100-01-71001	LONGEVITY	5,952.00	5,952.00	0.00	0.00	5,952.00	100.00 %
100-01-71025	TMRS	118,525.00	118,525.00	8,231.45	50,112.39	68,412.61	57.72 %
100-01-71030	PAYROLL TAXES	49,612.00	49,612.00	3,286.79	21,376.30	28,235.70	56.91 %
100-01-71105	INSURANCE BENEFITS	126,787.00	126,787.00	7,471.30	48,797.91	77,989.09	61.51 %
100-01-71107	HRA	4,000.00	4,000.00	0.00	500.00	3,500.00	87.50 %
100-01-72045	NOTICES & MAILING	15,000.00	15,000.00	71.81	1,458.93	13,541.07	90.27 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	739.93	2,971.26	5,528.74	65.04 %
100-01-72060	TELEPHONE	16,500.00	16,500.00	1,418.03	7,109.59	9,390.41	56.91 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	730.00	4,411.54	5,588.46	55.88 %
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	625.00	3,750.00	6,450.00	63.24 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	246.21	246.21	1,553.79	86.32 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	3,500.00	3,500.00	140.00	2,244.37	1,255.63	35.88 %
100-01-72108	GEN LIABILITY/PROP/WC INS	21,850.00	21,850.00	0.00	0.00	21,850.00	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	950.00	1,550.00	62.00 %
100-01-75040	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	329.99	4,670.01	93.40 %
100-01-76010	COMPUTER SOFTWARE SERVICES	14,000.00	14,000.00	247.56	11,301.63	2,698.37	19.27 %
100-01-78056	BANK FEES	1,200.00	1,200.00	463.33	650.65	549.35	45.78 %
100-01-78115	PUBLIC RELATIONS	23,000.00	23,000.00	399.62	3,111.97	19,888.03	86.47 %
100-02-72042	CONSULTING SERVICES	20,000.00	20,000.00	824.30	5,042.83	14,957.17	74.79 %
100-02-72085	TAX COLLECTOR/ASSESSOR	47,500.00	47,500.00	10,612.00	40,393.00	7,107.00	14.96 %
100-02-72120	AUDITOR	17,500.00	17,500.00	9,908.00	16,513.00	987.00	5.64 %
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	1,305.00	11,052.50	63,947.50	85.26 %
100-02-72502	CITY ENGINEER	75,000.00	75,000.00	3,790.00	13,161.37	61,838.63	82.45 %
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	0.00	100.00	7,400.00	98.67 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-03-72001	VILLAGE FIRE DEPARTMENT	1,548,892.00	1,548,892.00	129,074.36	838,983.35	709,908.65	45.83 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,036,481.00	2,036,481.00	169,248.00	1,190,241.00	846,240.00	41.55 %
100-04-72015	GARBAGE SERVICE	525,790.00	525,790.00	42,769.42	213,847.10	311,942.90	59.33 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	0.00	7,710.61	52,289.39	87.15 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	0.00	115.64	1,884.36	94.22 %
100-04-72062	TRAVEL/TRAINING - PW	8,500.00	8,500.00	0.00	150.00	8,350.00	98.24 %
100-04-72070	MOSQUITO FOGGING CONTRACT	12,500.00	12,500.00	1,100.00	3,575.00	8,925.00	71.40 %
100-04-72091	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-04-72205	UNIFORMS-PW	3,500.00	3,500.00	210.36	974.12	2,525.88	72.17 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	2,970.66	16,282.64	43,717.36	72.86 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	2,391.42	5,515.27	9,484.73	63.23 %
100-04-72530	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-04-72540	MOWING CONTRACT	60,000.00	60,000.00	7,345.00	21,357.00	38,643.00	64.41 %
100-04-72541	CONTRACT LABOR	35,000.00	35,000.00	2,100.00	11,655.00	23,345.00	66.70 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	549.30	5,081.59	24,918.41	83.06 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	326.13	1,288.18	13,711.82	91.41 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	6,322.05	28,392.31	71,607.69	71.61 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	1,044.09	6,338.34	23,661.66	78.87 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,500.00	9,500.00	795.86	3,979.30	5,520.70	58.11 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78064	Ice Storm Expenses 2021	0.00	0.00	0.00	27,132.08	-27,132.08	0.00 %
100-04-78540	URBAN FORESTER	15,000.00	15,000.00	945.00	4,315.00	10,685.00	71.23 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	1,192.90	1,807.10	60.24 %
100-05-73000	JUDGES & PROSECUTORS	45,000.00	45,000.00	2,767.50	16,101.25	28,898.75	64.22 %
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	128.04	371.96	74.39 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	113.20	417.35	2,082.65	83.31 %
100-05-73031	COURT TECHNOLOGY	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-05-73032	COURT SECURITY	1,800.00	1,800.00	299.85	1,042.05	757.95	42.11 %
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPTI...	500.00	500.00	0.00	0.00	500.00	100.00 %
100-05-73035	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	0.00	200.00	1,300.00	86.67 %
100-05-73044	CREDIT CARD FEES	3,000.00	3,000.00	0.00	145.37	2,854.63	95.15 %
100-05-73045	COURT TAX PD TO STATE	70,000.00	70,000.00	0.00	7,595.38	62,404.62	89.15 %
100-06-75041	COMPUTER EQUIP. & SOFTWARE	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-06-75065	FURNITURE & EQUIPMENT	15,000.00	15,000.00	0.00	12,594.00	2,406.00	16.04 %
100-06-78064	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
	Expense Total:	6,561,119.00	6,561,119.00	463,467.17	2,931,242.18	3,629,876.82	55.32 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	844,961.00	844,961.00	-251,549.86	3,913,763.62	3,068,802.62	-363.19 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02)						
	Expense						
200-01-75038	STREET AND MAINTANANCE - RECUR...	850,000.00	1,109,839.41	5,297.50	249,050.88	860,788.53	77.56 %
200-01-75050	REFORESTATION	20,000.00	35,055.00	0.00	16,360.00	18,695.00	53.33 %
200-01-75053	OUTFALL REPAIRS	0.00	57,836.20	10,490.00	19,775.88	38,060.32	65.81 %
200-01-75056	TRAFFIC LIGHT MAST ARMS	330,000.00	585,893.44	25,856.67	161,395.12	424,498.32	72.45 %
200-01-75059	CCTV	0.00	12,529.02	0.00	0.00	12,529.02	100.00 %
200-01-75064	STREET REPLACEMENT-BEINHORN W...	2,100,000.00	2,100,000.00	0.00	0.00	2,100,000.00	100.00 %
200-01-75065	PLAYGROUND AMENITIES	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
	Expense Total:	3,312,500.00	3,913,653.07	41,644.17	446,581.88	3,467,071.19	88.59 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,312,500.00	3,913,653.07	41,644.17	446,581.88	3,467,071.19	88.59 %
	Report Surplus (Deficit):	-2,467,539.00	-3,068,692.07	-293,194.03	3,467,181.74	6,535,873.81	212.99 %

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	7,406,080.00	7,406,080.00	211,917.31	6,845,005.80	-561,074.20	7.58 %
Expense	6,561,119.00	6,561,119.00	463,467.17	2,931,242.18	3,629,876.82	55.32 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	844,961.00	844,961.00	-251,549.86	3,913,763.62	3,068,802.62	-363.19 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	3,312,500.00	3,913,653.07	41,644.17	446,581.88	3,467,071.19	88.59 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,312,500.00	3,913,653.07	41,644.17	446,581.88	3,467,071.19	88.59 %
Report Surplus (Deficit):	-2,467,539.00	-3,068,692.07	-293,194.03	3,467,181.74	6,535,873.81	212.99 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01)	844,961.00	844,961.00	-251,549.86	3,913,763.62	3,068,802.62
200 - CAPITAL IMPROVEMENTS (02)	-3,312,500.00	-3,913,653.07	-41,644.17	-446,581.88	3,467,071.19
Report Surplus (Deficit):	-2,467,539.00	-3,068,692.07	-293,194.03	3,467,181.74	6,535,873.81

2021 Municipal Court Recap

Month	Year 2019					Year 2020					Year 2021				
	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.	330	129C/201W	\$18,026	\$11,473	\$6,553	255	105C/150W	\$12,104	\$7,689	\$4,415	19	8C/11W	\$7,098	\$4,746	\$2,352
Feb.	258	90C/168W	\$14,856	\$9,823	\$5,033	264	116C/148W	\$14,774	\$9,785	\$4,989	24	4C/18W	\$3,424	\$2,226	\$1,198
March	272	122C/150W	\$22,911	\$16,008	\$6,903	38	18C/20W	\$11,245	\$7,858	\$3,387	28	15C/13W	\$11,892	\$8,005	\$3,886
April	266	113C/153W	\$15,747	\$10,757	\$4,990	4	4C/0W	\$6,487	\$4,903	\$1,583	69	23C/46W	\$13,471	\$9,541	\$3,930
May	298	144C/154W	\$17,311	\$11,650	\$5,661	40	21C/19W	\$10,157	\$7,871	\$2,286	99	42C/57W	\$8,686	\$6,410	\$2,276
June	270	148C/122W	\$20,249	\$13,885	\$6,364	33	19C/14W	\$5,720	\$4,219	\$1,501	83	45C/38W	\$8,840	\$6,106	\$2,734
July	193	109C/84W	\$21,863	\$13,900	\$7,963	11	8C/3W	\$4,710	\$3,420	\$1,290					
Aug.	277	122C/156W	\$18,752	\$12,154	\$6,598	12	8C/4W	\$4,790	\$3,644	\$1,145					
Sept.	247	111C/136W	\$17,869	\$12,627	\$5,242	28	18C/10W	\$3,597	\$2,715	\$882					
Oct.	211	97C/114W	\$17,680	\$11,762	\$5,918	59	33C/26W	\$3,677	\$2,787	\$890					
Nov.	239	104C/135W	\$15,556	\$10,226	\$5,330	79	56C/23W	\$3,072	\$2,154	\$918					
Dec.	180	71C/109W	\$20,823	\$14,825	\$5,998	64	34C/30W	\$3,351	\$2,438	\$975					
TOTAL	3041	1360C/1561W	\$221,643	\$149,089	\$72,554	887	440C/447W	\$83,682	\$59,484	\$24,261	322	137C/183W	\$53,410	\$37,035	\$16,375
Monthly Avg	253.4	107C/121W	\$18,470.27	\$12,424.08	\$6,046.20	73.917	37C/37W	\$6,973.50	\$4,956.98	\$2,021.74	26.8	11/13W	\$4,450.85	\$3,086.23	\$1,364.62

*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

July 12, 2021

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: June Monthly Report

During the month of June MVPD responded/handled a total of 9,541 calls/incidents. 8,348 House watch checks were conducted. 209 traffic stops were initiated with 235 citations being issued for 404 violations. (Note: 18 Assists in Hedwig, 55 in Houston, 1 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	3108/13077	2824/10991	0	20/41/61	6@3:58
Piney Point:	2528/10667	2198/8563	5	33/60/93	4@4:28
Hunters Creek:	3746/15724	3318/13178	6	45/36/81	11@4:48
				Cites/Warn/Total	21@4:30

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	175	Ord. Violations:	24	Speeding:	94
Accidents:	11	Information:	26	Exp. Registration:	50
ALPR Hits:	84	Suspicious Situations	138	No Ins:	39
Assist Fire:	51	Traffic Hazard	22	No License	31
Assist EMS:	29	Welfare Checks:	9	Stop Sign	40

This month the department generated a total of 82 police reports. BH- 20, PP-20, HC-41, HED - 1

Crimes Against of Persons (0)

Crimes Against Property (20)

Burglary of a Motor Vehicle	2		
Fraud/ID	13	Theft Misd.	3
Theft Felony	2		

Petty/Quality of Life Crimes/Events (62)

ALPR Hits (valid)	5	ALPR Hit Investigations	6
Misc. Reports	36	Information Reports	15

Arrest Summary: Individuals Arrested (20)

Warrants	7	Felony	5
Class 3 Arrests	6	DWI	2

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	2,293,985	5,040,063	45.5%
• Operating Expense:	496,088	899,881	55.1%
• Total M&O Expenditures:	2,790,073	5,939,944	47.0%
• Capital Expenses:	85,461	169,500	50.0%
• Net Expenses:	2,875,534	6,109,444	47%

Follow-up on Previous Month Items/Requests from Commission

- A vehicle fleet review has been conducted and a report prepared.
- Chief sent out a memo encouraging all personnel to receive the COVID-19 vaccination. One additional employee received a vaccination in June.
- The starting salary pay matrix was adjusted as approved by the Commission.

Personnel Changes/Issues/Updates

- Commander position recruiting effort has been published and is currently posted. Thus far 26 applications have been received by the recruiter.
- The 2021 Physical testing continued through the end of the month. All have been completed except for employees who have extensions due to injuries or scheduling issues.

Major/Significant Events

- June 9, 2021, a resident on Smithdale was followed home from the Houstonian Club. After entering his home, a suspect jumped over a rear wall. The victim's father had opened a door to let their dog out that chased the suspect away. Officers began an investigation. The next day a homicide occurred in League City that matched the MO and description of our suspects. CID worked with HPD and HCSO. 3 suspects were identified and arrested.
- June 10, 2021, The Riverbend private ALPR alerted officers to a stolen vehicle entering the neighborhood. Officers arrived in the area and located the vehicle as it was pulling out. The vehicle was stopped and recovered. The occupants were determined to also be stealing mail from residents in the area. Over 40 victims were identified.
- June 12, 2021, the 2nd Annual Food Truck Rodeo was held at Chapelwood. Over 2000 people stopped by the 4-hour event.
- June 19, 2021, officers stopped a vehicle on traffic and inside located over 300 pieces of mail and packages belonging to over 40 area residents. The suspects were arrested, and the mail recovered.
- June 28, 2021, officers conducted an investigation of a juvenile purchasing drugs from suspicious vehicles on Mondays and Fridays in Hunters Creek. Officers entered the vehicles into the ALPR system and received hits on both as they returned to the area. The traffic stops resulted in the recovery of drugs. The suspects were arrested, and the parents of juvenile contacted and alerted to the activities of their daughter.

Status Update on any Major Projects

- The gym has been painted as we await the delivery of new equipment.
- Officers painted the conference area of the station. Final measurements were taken for the installation of new glass panels that will create a private conference room within the department. Installation is expected the week of July 28th.

June VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 9	4:01
Fire – 1	5:10
EMS – 8	3:54

By Village

BH Fire – 0	0
BH EMS – 3	3:52
PP Fire – 0	0
PP EMS – 1	1:39
HC Fire -1	5:10
HC EMS -4	4:28

Combined VFD Events (Priority + Radio)

Total – 61	3:58
Fire – 39	4:04
EMS – 22	3:48

Radio Call Events

Total – 52	3:57
Fire- 38	4:02
EMS- 14	3:46

Radio Call Events by Village

BH – 12	4:43
PP – 16	4:00
HC – 24	3:34

2021 Burglary Map

Address	Alarm	POE
302 Chapel Bell	No	Vacant (none)
10611 Tarleton	No	Side Door
11634 Blalock Ln	No	Ruse
618 Piney Point Rd	No	Ruse
11310 Smithdale	No	Veh in Carport

2021 Robberies

Address

MO



Daytime Burglary



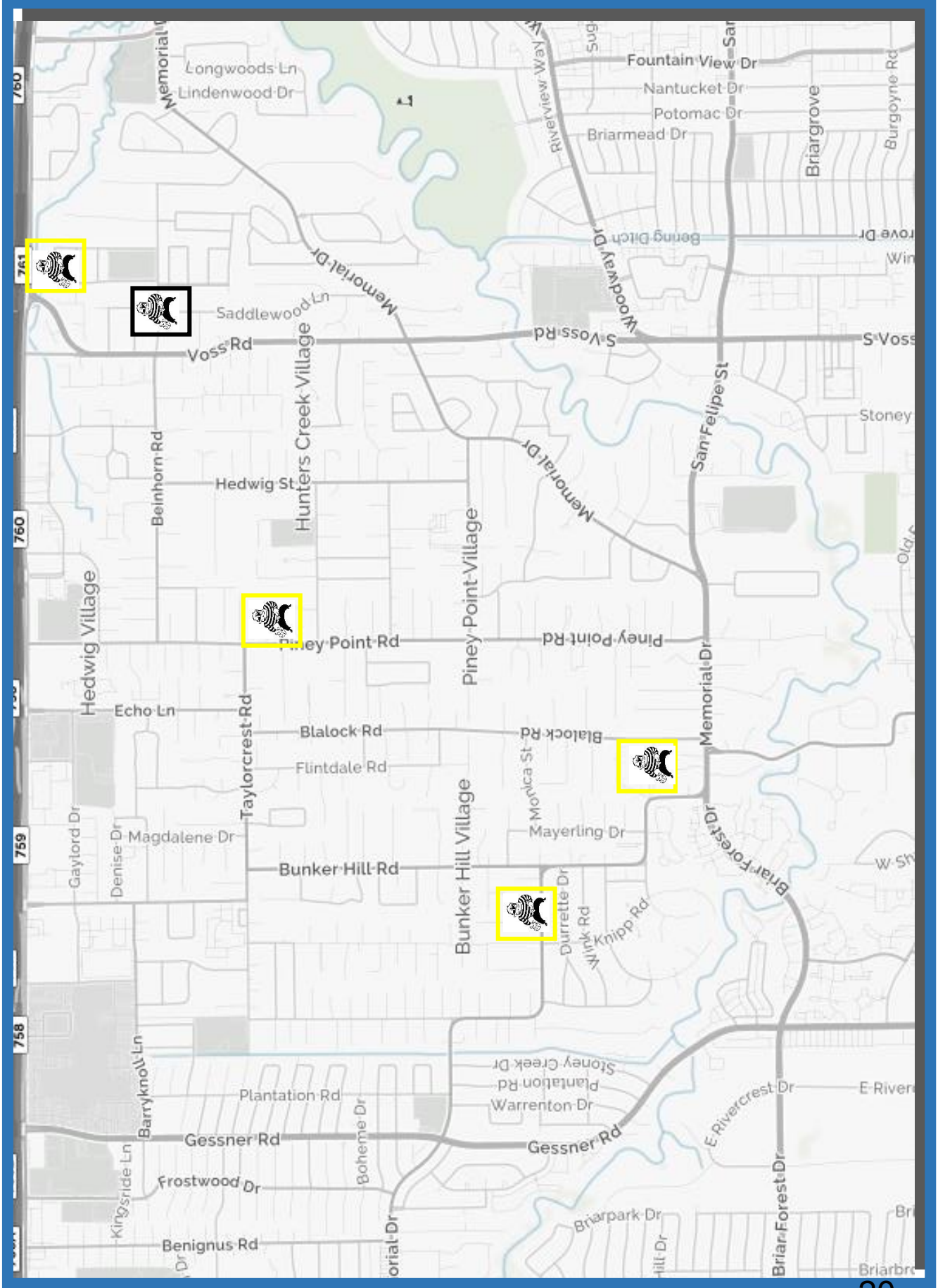
Nighttime Burglary



Robbery

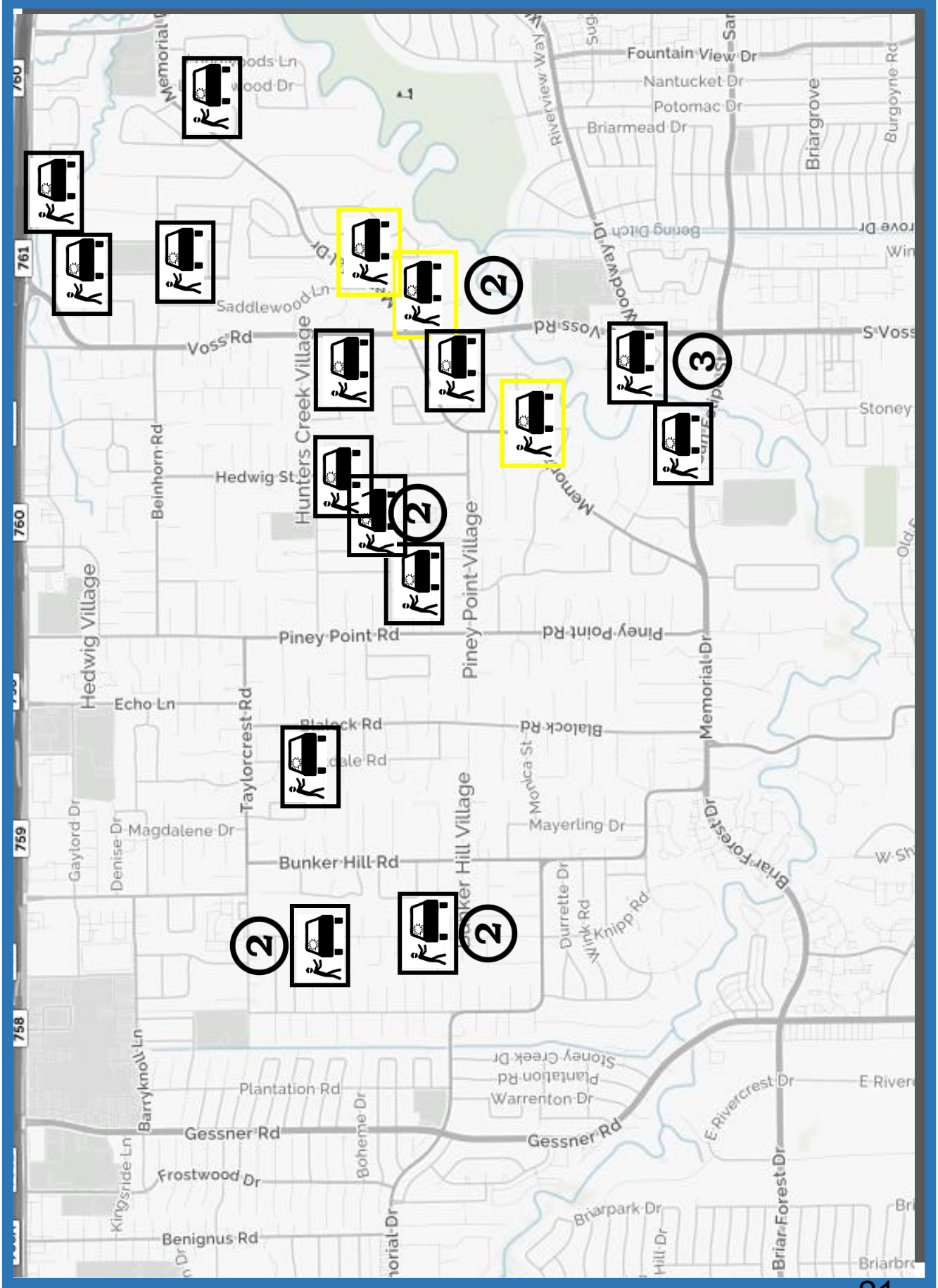
6/30/21

2



2021 Auto Burglary Map

Address	POE
10709 Memorial (Jugging)	Side Win Smash
335 Knipp	UNL Door
11931 Broken Bough	UNL Door
348 Knipp	UNL Door
512 Knipp	UNL Door
8435 Katy Fwy	Side Win Smash
11322 Surrey Oaks	UNL Door
505 Ripplecreek	Truck Bed
7627 River Point	UNL Door
11734 Flintwood	UNL Door
7630 River Point	UNL Door
907 Tarrington	UNL Door
10610 N Evers Park	UNL Door
11107 Wickway	UNL Door
243 Hedwig	UNL Door
3 Stayton Cir	UNL Door
3 Claymore	UNL Door
302 Lindenwood	UNL Door
323 Hunters Trail	UNL Door
6 Woodsedge	Truck Bed
10821 Longshadow	UNL Door
1116 Riverglyn	UNL Door
10709 Memorial	UNL Door



Daytime Burglary

Nighttime Burglary

- 2
- 3
- 4

2021 Total Incidents

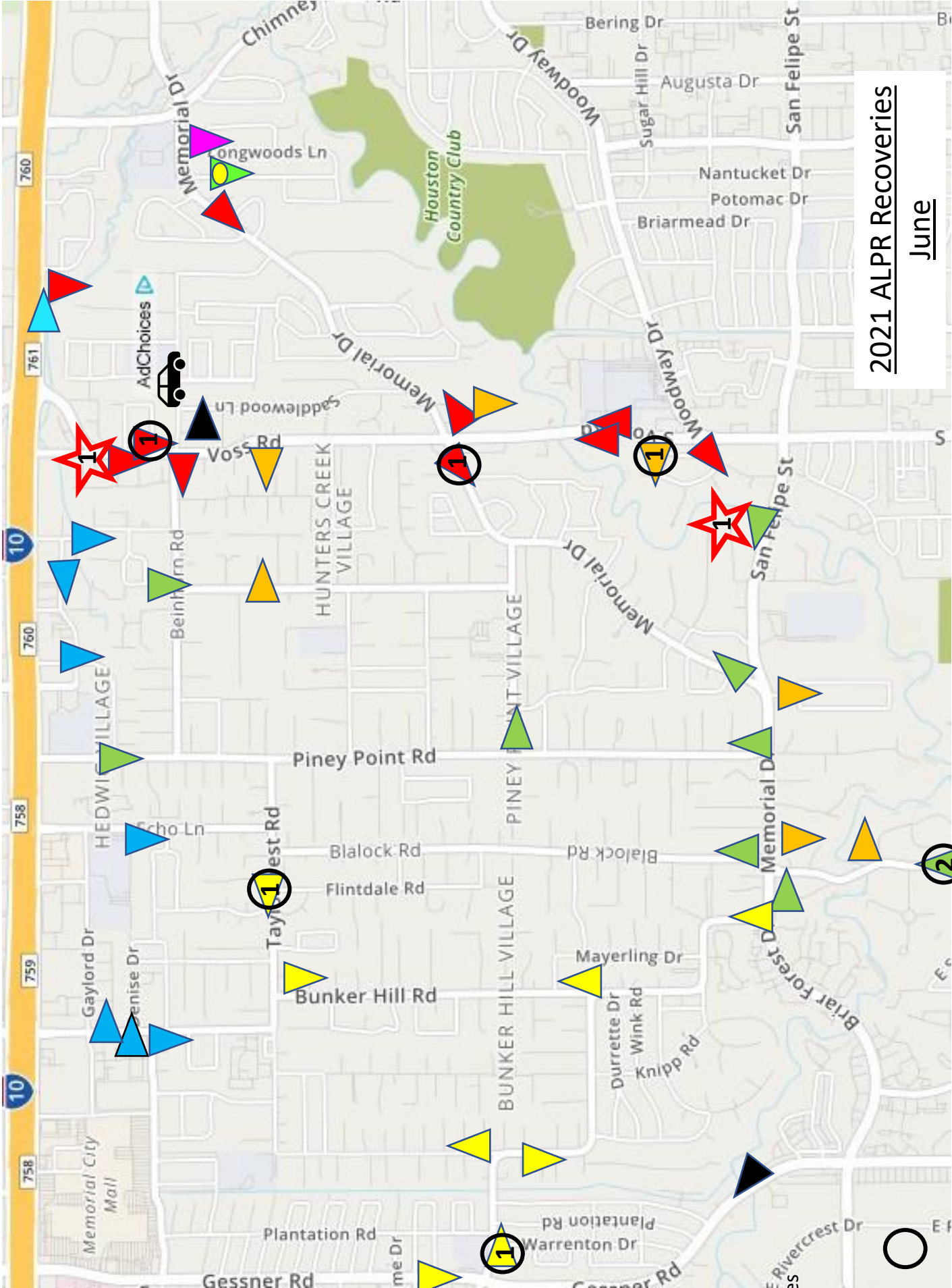
2021	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	2	28	47	77	5	4008	3019	1377	1077	1153	876	1377	1062
February	1	26	37	64	3	4833	3411	1543	1099	1099	699	2112	1610
March	4	27	54	85	7	7617	6404	2321	1943	1696	1378	3481	3067
April	0	17	86	103	8	6227	5038	2323	1987	1628	1295	2171	1752
May	1	17	70	88	11	7910	6564	2405	2061	2563	2117	2837	2369
June	0	20	62	82	20	9541	8348	3108	2824	2528	2198	3746	3318
July													
August													
September													
October													
November													
December													
Total	8	135	356	499	54	40136	32784	13077	10991	10667	8563	15724	13178

2020 Totals	19	269	591	879	178	96885	83432	34182	30460	25843	22003	35623	30831
Difference	0	0	0	0	0	0	0	0	0	0	0	0	0
% Change	0	0	0	0	0	0	0	0	0	0	0	0	0

2021 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	14:27:08	6:19:50	9:11:48	4:38:17	4:00:59	2:09:49								0
BIEHUNKO, JOHN	23:07:01	19:19:59	14:04:18	12:55:49	17:39:07	13:24:26							3	9
BOGGUS, LARRY	7:55:02	20:20:04	5:40:37	10:56:38	5:10:26	1:43:35								0
BRACHT, DANIEL	17:07:03	11:15:42	9:46:04	6:46:17	10:42:15	2:18:36							1	1
BURLESON, Jason	12:12:34	18:10:56	10:39:53	13:49:14	17:04:01	12:48:05							3	2
CADENA, VANESSA	18:00:04	12:07:28	24:08:28	10:26:28	12:23:19	16:34:39							1	9
CANALES, RALPH EDWARD	16:04:00	7:27:16	14:33:16	15:02:51	12:18:48	17:39:17							7	8
CERNY, BLAIR C.	* 7:56:59	4:17:26	7:37:24	9:13:59	11:30:49	5:30:29								0
HARWOOD, NICHOLAS	18:15:14	15:46:27	14:27:52	11:56:07	19:13:33	10:50:16							8	7
JARVIS, RICHARD	10:46:12	28:53:18	23:27:39	16:31:49	9:17:32	22:40:23							4	12
JOLIVET, CHARLES	11:59:12	9:59:43	10:18:23	15:17:10	22:51:51	8:20:21							2	5
JONES, ERIC	* 0:31:48	0:06:32	0:00:00	0:00:00	0:05:23	0:00:00								0
KELSO JR, RONALD K	15:55:08	2:04:16	15:04:52	12:24:25	18:36:33	15:40:55							3	12
Lowrie, Andy				31:05:28	51:48:34	41:03:41							9	90
MCELVANY, ROBERT	15:06:05	10:55:03	7:34:12	14:51:04	7:40:03	6:40:44							2	9
MILLER, OSCAR	* 11:42:37	16:13:37	16:55:40	6:53:42	23:58:45	8:36:01							2	1
NASH, CHRISTOPHER	13:30:51	14:08:19	13:58:31	13:30:18	19:37:33	14:04:38							1	1
OWENS, LANE	* 4:42:45	0:12:48	2:33:47	2:05:39	0:00:00	0:39:21								0
PAVLOCK, JAMES ADAM	7:56:41	9:16:17	3:48:02	8:41:59	11:23:34	3:39:55								0
RODRIGUEZ, CHRISTOPHER	* 5:37:51	7:31:36	3:54:08	6:27:54	4:05:17	6:45:09							1	0
SCHANMEIR, CHRISTIAN	t 2:03:24	11:09:37	22:03:09	13:23:38	15:21:03	35:38:00							7	29
SCHULTZ, RAYMOND	* 0:00:00	0:49:06	0:00:56	1:01:23	2:24:51	0:59:42								0
SILLIMAN, ERIC	16:45:18	18:58:22	19:39:33	13:27:53	12:35:27	10:45:35							5	3
SISSON, KYLE J	* 0:58:16	0:15:03	0:00:00	0:00:28	0:00:00	0:00:00								0
SPRINKLE, MICHAEL	1:19:49	4:18:27	6:30:48	5:23:43	6:58:37	3:22:06							1	1
TAYLOR, CRAIG	14:41:29	12:18:05	11:35:47	10:15:58	17:10:22	19:04:50							4	15
TORRES, PATRICK	14:43:57	13:30:08	13:27:58	16:10:17	28:54:02	16:12:23							3	0
TUGGLE, JAMES	8:01:57	13:07:32	13:22:19	15:25:17	18:29:52	11:37:22							2	1
VALDEZ, JUAN	17:55:02	21:37:31	25:08:41	12:08:45	19:10:40	19:47:07							6	10
VASQUEZ, MONICA	23:38:14	15:16:42	15:32:19	16:21:37	9:48:28	20:24:37							2	13
WHITE, TERRY	23:35:00	19:20:08	19:55:44	14:16:38	17:33:08	31:39:37							5	13
* = Admin Asmt.													82	251
t = temporary														
Dispatch Committed Time														Totals
911 Phone Calls	302	314	231	279	310	315								1751
3700 Phone Calls	2189	3536	2566	2301	2359	2490								15441
DP General Phone Calls*	54:30:49	90:01:08	62:57:40	55:10:01	55:48:51	63:16:21								

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



2021 ALPR Recoveries
June

Hedwig



Bunker Hill



Piney Point



Hunters Creek



Frequent

Mobile

Locations



7

Recovered Vehicles



Investigative
 Leads

Lindenwood

HOA



Longwoods

HOA



US Coins



In Process



HOA

Systems



06/30/21

ALPR Recoveries						
Num	Plate	Vehicle	Loc	Val	Links	
1	KHM2376	Ford F350	22	\$ 48,000.00	Drugs-Meth	1/5/2021
2	MVL8705	Hyndi	10	\$ 14,000.00		11-Jan
3	GKR5588	Hond Civ	8	\$ 12,500.00	Fugitive/poss c	18-Jan
4	MWV2069	Chev Cruz	8	\$ 9,800.00	Fraud	20-Jan
5	R000293	Toy Cor	17	\$ 12,000.00	Rental/Cluck	21-Jan
6	LJP9550	Hynd SFE	19	\$ 14,000.00		28-Jan
7	DV48493	VW Jetta	14	\$ 17,500.00	Fel Warrant	29-Jan
8	MHT8564	Hond Acc	2	\$ 16,000.00	Car Jacking	31-Jan
9	9.49E+09	Chev Volt	8	\$ 38,000.00		2-Feb
10	DLJ392	Hond Acc	6	\$ 21,000.00	Fel Warrant	4-Feb
11	MPR6064	Toy Cor	12	\$ 14,000.00	Fug/Drugs	5-Feb
12	N541138	Chev Mal	8	\$ 21,000.00	Fug/Burg	8-Feb
13	BZ8K588	Ford Taur	23	\$ 8,000.00	Fraud	10-Feb
14	MNC3563	Cadi CTS	8	\$ 28,500.00		21-Feb
15	MYR3265	ToyHigh	US Coins	\$ 18,000.00	Fraud	3-Mar
16	89686F5	HYNSon	7	\$ 18,500.00	Fraud	4-Mar
17	KXS9288	Ford Focus	2	\$ 14,500.00	Fraud	11-Mar
18	MXL9491	Ford F350	22	\$ 31,000.00		18-Mar
19	NZN3882	AcuraTLX	8	\$ 24,500.00		22-Mar
20	GSC6637	Niss Alt	8	\$ 16,000.00		30-Mar
21	AW83550	Ford F150	19	\$ 24,000.00	meth/fraud	2-Apr
22	8UTT006	BMW X7	20	\$ 41,000.00		16-Apr
23	NFS0818	MercC30	19	\$ 37,000.00		18-Apr
24	DV3YSL	Chev Equx	8	\$ 15,600.00		11-Apr
25	NZN3882	AcuraTLX	8	\$ 23,000.00	Burg/BMV's	11-May
26	DB3Y023	Buick Sed	4	\$ 20,000.00		12-May
27	BPS9409	Niss RGE	15	\$ 22,500.00		13-May
28	JDV2724	Toy Corrola	2	\$ 26,000.00	Car Jacking	16-May
29	GYL2571	Chev PU	2	\$ 41,000.00	Prostitute	25-May
30	1275 E1	Niss Rog	6	\$ 24,500.00	Prostitute/273	6-Jun
31	MXD4027	Niss Alt	8	\$ 19,500.00		7-Jun
32	NTH2685	Chev Van	2	\$ 31,000.00	Fugitive	10-Jun
33	NTV6211	Toy Cor	River	\$ 17,000.00	Mail Thieves	10-Jun
34	LDCV51	Kia Van	19	\$ 19,000.00	Fraud	12-Jun
35	MVL3523	Mini	8	\$ 22,500.00		27-Jun
36	LTR3263	Audi	17	\$ 37,000.00	Burglar	8-Jul

Plate Recoveries		
Plate Recove	Date	Links
9056154	3/1/2021	Paper Fraud Tag
LKW4759	5/23/2021	

Firearm in vehicle

2021 Value	\$ 817,400.00		35
2020 Value	\$ 1,147,500.00	Recovered	61
2019 Value	\$ 438,000.00	Recovered	22
Program Total	\$ 2,402,900.00		

INVESTIGATIVE LEADS

103	NVK8808	Chev Tahoe	MDE Harrassment Case	SBISD	Solved	21-Jan
18	92350G3	Jeep Cherokee	Jugger Belaire to Racquet Club		CID-Open	22-Jan
21	BXR4783	Chev Pickup	FSGI		Solved	8-Feb
WIND HOA	FDC2680	Niss Alt	Mail Thieves		Solved	16-Feb
US Coins	MPV1209	Toy	BMV Jugger		CID-Open2	27-Feb
Strey	LYN9642	Toy Cor	Package Thief		CID-Open	27-Feb
17	CNB1734	BLK F150	FSGI		ID's	3-Mar
24	960200	Blk Exped	Burg		Gypsys	27-Apr
26	11548U4	Ford PU	Burg		Gypsys	29-Apr
11	10654S1	Ford PU	Burg		Gypsys	29-Apr
19	07316A8	Niss Sen	Mail Thieves		Arrested	19-Jun
23	BX3C492	Pirus	Selling Drugs		Arrested	26-Jun

1	2		3		4		5		6		7		8		9		10		11		12		13		14		15				
	Total Number of YTD Incidents 2021		Life Threatening (LT) EMS Incidents		Life Threatening (LT) Fire Incidents		of 90%		Natl. Stand 6:30		Natl. Stand 10:30		of 90%		# LT Fire		Natl Stand. 6:50		Response Time		of 90%		% of 2021 Calls are:		Fire		EMS		Fire Alarms		% of Fire Calls
	Fire	EMS	Total	# LT EMS	Natl Stand. 6:30	1st Resp. Time	ALS Resp Time	of 90%	Natl. Stand 6:30	ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50	Response Time	of 90%	Fire	EMS	Fire	EMS	Response Time	of 90%	Fire	EMS	Fire	EMS	Fire	EMS	Fire	EMS	% of Fire Calls	
Bunker Hill Village	142	57	199	23	3:58	6:26	100%	100%	3:58	6:26	100%	5	4:02	100%	71%	29%	65	46%													
Hedwig Village	100	113	213	68	3:02	3:09	100%	100%	3:02	3:09	100%	16	3:31	100%	47%	53%	45	45%													
Hilshire Village	21	23	44	12	3:21	4:32	100%	100%	3:21	4:32	100%	3	4:33	100%	48%	52%	6	0%													
Hunters Creek Village	195	102	297	45	3:42	5:42	100%	100%	3:42	5:42	100%	19	4:53	100%	66%	34%	103	53%													
Piney Point Village	156	67	223	27	3:29	5:21	100%	100%	3:29	5:21	100%	14	5:00	100%	70%	30%	71	46%													
Spring Valley Village	152	84	236	41	3:16	4:13	100%	100%	3:16	4:13	100%	18	3:35	100%	64%	36%	44	29%													
Houston	52	0	52																												
Totals	818	446	1264	216	3:28	4:53	100%	100%	3:28	4:53	100%	75	4:15	100%	65%	35%	334	36%													

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. Includes: heart attacks, strokes, seizures, cardiac arrest, seizures and others.

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

Column 6: Reflects the year to date, first responder's response times for each jurisdiction.

Column 7, Row A, Reflects the National Standard of the percentage of calls which the national standard should be met: 90%

Column 7: Reflects the year to date, percentage of calls which the national standard is met during life threatening EMS calls.

Column 8 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 8: Reflects the year to date, Advanced Life Support equipment and personnel response time for life threatening calls within each jurisdiction.

Column 9 Row A, Reflects the National Standard of the percentage of calls which the ALS standard should be met: 90%

Column 9: Reflects the year to date, percentage of calls, which the national standards is met of ALS response for each jurisdiction.

Column 10: Reflects the year to date, number of life threatening "Fire Type" calls within each jurisdiction.

Column 11: Reflects the year to date, average total response time to fire type calls within each jurisdiction.

Column 12: Reflects the year to date, percentage of life threatening fire type calls which meet or exceed the National Standard.

Column 13: Reflects the year to date, percentage of calls which are "fire type" calls.

Column 14: Reflects the year to date, percentage of call which are "EMS" calls.

Column 15: Reflects the year to date number of Fire Alarms within each jurisdiction.

Column 16: 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

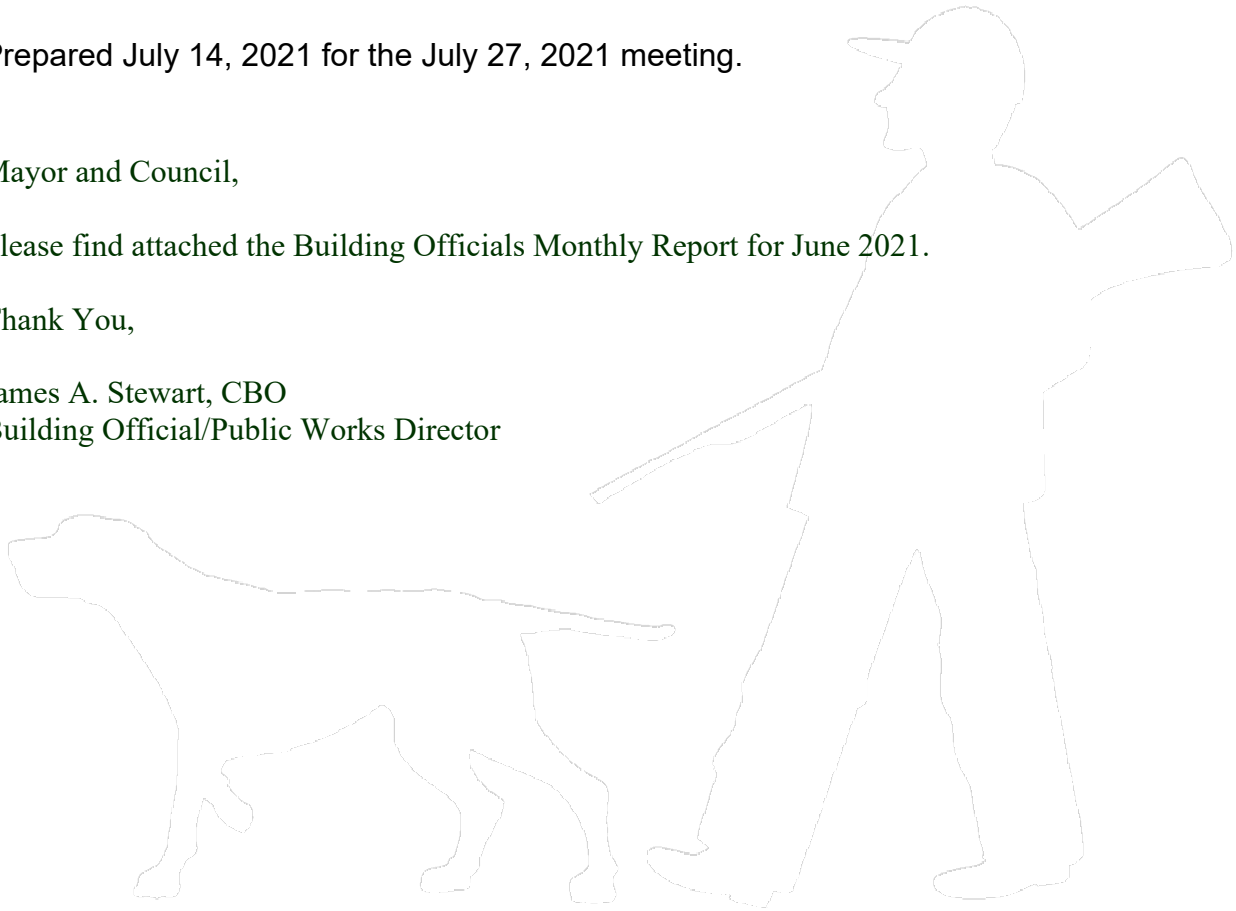
Prepared July 14, 2021 for the July 27, 2021 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for June 2021.

Thank You,

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



**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	26	\$6,996	0	13	\$2,670	34	\$4,870	73	\$14,536	\$1,362,060
October	27	\$32,322	3	8	\$1,385	24	\$4,795	59	\$38,501	\$5,800,301
November	19	\$4,856	0	13	\$1,900	24	\$4,175	56	\$10,930	\$940,466
December	27	\$4,284	0	6	\$700	12	\$1,215	45	\$6,199	\$1,174,925
Total	274	\$312,050	11	162	\$29,600	304	\$51,045	740	\$392,693	\$76,523,789

**City of Hunters Creek Village
Permit Activity Report (Issued) - 2021**

Month	Building			Electrical		Mech & Plumbing		Total		Valuation
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	\$
January	29	\$17,846	1	19	\$3,215	24	\$4,495	72	\$25,556	\$3,108,651
February	15	\$24,327	2	9	\$1,410	18	\$2,420	49	\$28,516	\$4,311,997
March	35	\$14,765	0	19	\$2,615	44	\$6,985	98	\$24,365	\$2,394,000
April	26	\$5,970	0	17	\$3,240	20	\$2,675	63	\$11,885	\$1,229,148
May	21	\$14,620	1	23	\$3,585	43	\$6,630	87	\$24,835	\$3,849,073
June	28	\$26,027	2	14	\$2,810	29	\$4,645	71	\$33,482	\$4,930,737
July										
August										
September										
October										
November										
December										
Total	154	\$103,554	6	101	\$16,875	178	\$27,850	440	\$148,638	\$19,823,606

**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	167	138	82.6	29	17.4
October	155	127	81.9	28	18.1
November	108	89	82.4	19	17.6
December	134	110	82.1	24	17.9
Total	1939	1642	84.8	297	15.3

**City of Hunters Creek Village
Inspection Activity Report - 2021**

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
Month					
January	147	124	84.4	23	15.6
February	98	86	87.8	12	12.2
March	172	146	84.9	26	15.1
April	135	118	87.4	17	12.6
May	126	111	88.1	15	11.9
June	165	137	83.0	28	17.0
July					
August					
September					
October					
November					
December					
Total	843	722	85.9	121	14.1

Inspections with Odometer Readings, by Inspector and Vehicle

Jul 14, 2021 4:06 PM
James Stewart
City of Hunters Creek Village

Date Range (inclusive): Tue Jun 01 2021 to Wed Jun 30 2021
Inspection Department: Building Permit Inspections

BBG Consulting, Inc (BBG)									
Odometer	Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Fee?	Reinsp Result	Correction Notes	
Vehicle ID:									
	202100029	408 LINDENWOOD DR	P TO/Rough	6/1/21	Y	No	Pass	[Entered 5/28/2021 by BBG]: Disapproved, no access; called contact # x2 but not answer	
	202100169	10815 Everwood Lane	E Rough	6/1/21		No	Pass		
	202100304	722 CREEKSIDE LN	Re-Roof	6/1/21		No	Pass		
	202100330	10918 Walwick Drive	M Final	6/1/21		No	Pass		
	202100359	10815 Everwood Lane	Gas Test	6/1/21		No	Pass		
	202100359	10815 Everwood Lane	P TO/Rough	6/1/21		No	NC	Disapproved - horizontal vent below flood level room	
	202100363	10603 Tarrington Drive	P UnderG	6/1/21		No	Pass		
	202100363	10603 Tarrington Drive	P Sewer	6/1/21		No	Pass		
	202100364	706 Creekside Lane	E Final	6/1/21		No	Pass		
	201700062	10802 HUNTERS	E TCI	6/2/21		No	NC	Disapproved - Terminate all conductors and provide ground	

202100173	3 MAGNOLIA BEND DR	E Rough	6/4/21	No	Pass	
202100173	3 MAGNOLIA BEND DR	E Serv/ML	6/4/21	No	Pass	
202100297	745 Kuhlman Road	Frame R	6/4/21	No	Pass	
202100297	745 Kuhlman Road	H-Strap	6/4/21	No	Pass	
202100361	307 Teakwood Lane	FD-Piers	6/4/21	No	NC	Disapproved - Provide 3/8" rebar cage around post as detailed [Entered 6/2/2021 by BBG]: Disapproved - Provide pier footing as indicated on approved drawings
202100362	514 Wellesley Drive	P Final	6/4/21	No	Pass	
202000614	1 Bridlewood Ct	Frame R	6/7/21	No	Pass	
202100043	730 E CREEKSIDE DR	P Sewer	6/7/21	No	Pass	[Entered 6/4/2021 by BBG]: Disapproved - Previous Items Not Addressed [Entered 6/3/2021 by BBG]: Disapproved - System not under test and covered
202100277	10826 Timberglen Drive	Frame R	6/7/21	No	Pass	
202100277	10826 Timberglen Drive	H-Strap	6/7/21	No	Pass	
202100325	590 Hedwig Road	M Rough	6/7/21	No	Pass	
202100371	746 Country Lane	M Rough	6/7/21	No	Pass	
202000171	10650 Beinhorn Rd	Bld-Final	6/9/21	No	PPass	Approved Pending Health Department Approval
202100107	711 Hunters Grove Ln	DW Final	6/9/21	No	Pass	[Entered 5/21/2021 by BBG]: Disapproved: remove construction materials and

202100277	10826 Timberglen Drive	Insulation	6/9/21	No	Pass	debris from driveway
202100317	10706 Beinhorn Rd	F Post Hole	6/9/21	No	Pass	Discussed with general contractor we decided that it would be OK to pull out a couple of posts per run; two side yards one back yard; will schedule inspection when ready
202100349	30 Willowend Dr	I Trench	6/9/21	No	Pass	
202100349	30 Willowend Dr	I Final	6/9/21	No	Pass	
202100361	307 Teakwood Lane	FD-Piers	6/9/21	No	Pass	[Entered 6/4/2021 by BBG]: Disapproved - Provide 3/8" rebar cage around post as detailed [Entered 6/2/2021 by BBG]: Disapproved - Provide pier footing as indicated on approved drawings
202100375	701 Pifer Rd	P Final	6/9/21	No	Pass	
202100377	590 Hedwig Road	E Rough	6/9/21	No	Pass	
202100014	621 Wellesley Dr	E Underg	6/10/21	No	Pass	
202100014	621 Wellesley Dr	E TCI	6/10/21	No	Pass	
202100275	10650 Beinhorn Rd	I Trench	6/10/21	No	Pass	[Entered 6/3/2021 by BBG]: Disapproved - Contractor covered work prior to inspection [Entered 5/19/2021 by BBG]: Disapproved; work not complete - need to be min 12" below grade
202100380	590 Hedwig Road	P TO/Rough	6/10/21	No	Pass	
202000405	621 Wellesley Dr	Shower Pan	6/11/21	No	Pass	
202100303	590 Hedwig	Frame R	6/11/21	No	Pass	

	Road												
202100303	590 Hedwig Road	Insulation	6/11/21	No	Pass								
202100361	307 Teakwood Lane	H-Strap	6/11/21	No	NC								Disapproved - No approved plans on site; Called contractor and got no response
202100372	261 BRYN MAWR CIR	YD Trench	6/11/21	No	Pass								
202100382	2 Bridlewood Ct	P UnderG	6/11/21	No	NC								Disapproved - system not under test; sewer not complete; water line to be minimum 12" below grade.
202100390	422 Thamer Lane	P UnderG	6/11/21	No	Pass								
202100284	714 Country Lane	P UnderG	6/14/21	No	Pass								
202100284	714 Country Lane	P GL & GT	6/14/21	No	Pass								
202100381	10919 Wickline Drive	Shower Pan	6/14/21	No	Pass								Approved for shower pan only; Contractor said top out was requested in error
202100382	2 Bridlewood Ct	P UnderG	6/14/21	No	NC	Y							Disapproved Ground & Sewer Lines - Not under test; Approved water line [Entered 6/11/2021 by BBG]: Disapproved - system not under test; sewer not complete; water line to be minimum 12" below grade.
202100202	10706 Beinhorn Rd	DW Final	6/15/21	No	Pass								
202100317	10706 Beinhorn Rd	F Final	6/15/21	No	Pass								
202100361	307 Teakwood Lane	H-Strap	6/15/21	No	NC	Y							Disapproved - Provide H2.5 at every rafter see S2.2 [Entered 6/11/2021 by BBG]: Disapproved - No approved plans on site; Called contractor and got no response
202100382	2 Bridlewood Ct	P Sewer	6/15/21	No	Pass								
202100382	2 Bridlewood Ct	P UnderG	6/15/21	No	Pass	Y							[Entered 6/14/2021 by BBG]:

LINDENWOOD DR													
202100393	651 Shartle Circle	P Sewer	6/17/21			No	Pass						
202100393	651 Shartle Circle	P Final	6/17/21			No	Pass						
202100404	10733 Old Coach Ln	I Trench	6/17/21			No	Pass						
201900532	30 Willowend Dr	P Final	6/18/21			No	Pass						
202000016	10706 Beinhorn Rd	Bld-Final	6/18/21			No	NC					Provide Bollard for protection of condensor at driveway. Please remove all construction debris.	
202100089	10718 Beinhorn Rd	E Final	6/18/21			No	Pass						
202100310	706 Saddlewood Lane	P UnderG	6/18/21			No	Pass						
202100310	706 Saddlewood Lane	P GL & GT	6/18/21			No	Pass						Released to Centerpoint 6/18/21 1:30pm
202100342	10914 Kirwick Drive	E Rough	6/18/21			No	Pass						
202100411	745 KUHLMAN RD	E Underg	6/18/21			No	Pass						
202100411	745 KUHLMAN RD	E Rough	6/18/21			No	Pass						
201900458	30 Willowend Dr	Bld-Final	6/21/21			No	NC						Disapproved - Remove Porta potty from front yard; remove mud from street; remove construction debris from driveway; remove construction materials from driveway; back door Does not have weatherstripping; garage door from living space to garage must be self-closing; replace Face plates for bass plugs
202100096	10926 Wickline Dr	H-Strap	6/21/21			No	Pass						
202100286	706 Saddlewood Lane	Bld-Final	6/21/21			No	Pass						

202100286	706 Saddlewood Lane	E Final	6/21/21	No	Pass	
202100379	256 Bryn Mawr Circle	Foundation	6/21/21	No	NC	Disapproved - Went by site twice no one there; called automated phone system no call back
202100389	10914 Bridgewood St	P Final	6/21/21	No	NC	Disapproved - Sewer Disconnect must rise above adjacent grade and provide a hose bib at water meter
202000141	718 Creekside Lane	P Final	6/22/21	No	NC	Disapproved - Talked to contractor; bad address will correct and reschedule for tomorrow
202100337	10914 Kinwick Drive	P TO/Rough	6/22/21	No	PPass	"Approved DWV domestic water Disapproved gas line not under test"
202100410	11006 HUNTERS PARK DR	P Sewer	6/22/21	No	Pass	
202000016	10706 Beinhorn Rd	Bld-Final	6/23/21 Y	No	Pass	[Entered 6/18/2021 by BBG]: Provide Bollard for protection of condensor at driveway. Please remove all construction debris.
202100111	517 WELLESLEY DR	H-Strap	6/23/21 Y	No	Pass	Correct and proceed - provide Timberloch screws and CJT6Z6 for post and beam connections
202100197	434 Hunterwood Drive	E Underg	6/23/21	No	Pass	
202100227	819 Wade Hampton Dr	E Underg	6/23/21	No	Pass	
202100228	819 Wade Hampton Dr	P UnderG	6/23/21	No	Pass	
202100228	819 Wade Hampton Dr	P GL & GT	6/23/21	No	Pass	
202100283	714 Country Lane	E Underg	6/23/21	No	Pass	
202100321	611 Shartle Cir	FD Steel	6/23/21	No	Pass	
202100331	11002 Huntwyck Dr	P Steel/Piping	6/23/21	No	Pass	
202000140	5 Cape Cod Lane	E Final	6/24/21	No	NC	Disapproved - Provide outlet within 12 inches of sink because sink is more than 12 inches from

202000502	5 Cape Cod Lane	M Hood V	6/24/21	No	Pass	back wall; also provide outlet within 24 inches of stove top and at 24 inches on center
202000502	5 Cape Cod Lane	M Final	6/24/21	No	Pass	
202000678	10814 Oak Hollow St	P Final	6/24/21	No	Pass	
202100247	402 Kari Court	TCI	6/24/21	No	Pass	
202100288	5 Cape Cod Lane	DW Final	6/24/21	No	Pass	
202100337	10914 Kirwick Drive	Gas Test	6/24/21	No	Pass	
202100337	10914 Kirwick Drive	P TO/Rough	6/24/21	Y	Pass	"Approved - gas test Correct and proceed - topout; provide proper plate straps and stud shoes for over bored plates and studs" [Entered 6/22/2021 by BBG]: "Approved DWV domestic water Disapproved gas line not under test"
202100380	590 Hedwig Road	Shower Pan	6/24/21	No	Pass	
202100389	10914 Bridgewood St	P Final	6/24/21	Y	NC	Disapproved - Sewer Disconnect and hose bib are to rise above adjacent grade [Entered 6/21/2021 by BBG]: Disapproved - Sewer Disconnect must rise above adjacent grade and provide a hose bib at water meter
202100401	643 Shartle Circle	Shower Pan	6/24/21	No	Pass	
202100413	414 THAMER CIR	P Final	6/24/21	No	Pass	
202100420	10727 BEINHORN RD	FD Steel	6/24/21	No	Pass	

202100177	614 Hunters Grove Lane	P Sewer	6/28/21	No	Pass	
202100177	614 Hunters Grove Lane	Shower Pan	6/28/21	No	Pass	
202100283	714 Country Lane	E Final	6/28/21	No	Pass	
202100284	714 Country Lane	P Final	6/28/21	No	Pass	
202100389	10914 Bridgewood St	P Final	6/28/21	No	Pass	[Entered 6/24/2021 by BBG]: Disapproved - Sewer Disconnect and hose bib are to rise above adjacent grade [Entered 6/21/2021 by BBG]: Disapproved - Sewer Disconnect must rise above adjacent grade and provide a hose bib at water meter
202100414	10610 S EVERS PARK DR	M Final	6/28/21	No	Pass	
202100416	10615 Twelve Oaks Drive	ET-Pole	6/28/21	No	NC	Disapproved - No access [Entered 6/23/2021 by james]: Gates Locked
202100402	514 Wellesley Drive	Demo F	6/29/21	No	NC	"Disapproved - Replace site fencing; Remove mud from street; Protect all trees "
202100417	10603 Tarrington Drive	E Rough	6/29/21	No	PPass	Correct and proceed - Finish master closet will verify at framing
202000140	5 Cape Cod Lane	E Final	6/30/21	No	NC	Disapproved - Contractor has not addressed previous items; Met with contractor on site and discussed options he's going to contact building official and get direction [Entered 6/24/2021 by BBG]: Disapproved - Provide outlet within 12 inches of sink because sink is more than 12 inches from back wall; also provide outlet within 24 inches of stove top and at 24 inches on center

202100009	511 Hunterwood Drive	P Final	6/30/21	No	Pass
202100368	647 Shartle Circle	F Post Hole	6/30/21	No	Pass
202100417	10603 Tarrington Drive	E Rough	6/30/21	Y	Pass [Entered 6/29/2021 by BBG]: Correct and proceed - Finish master closet will verify at framing
202100423	11006 HUNTERS PARK DR	E Rough	6/30/21	No	Pass
Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection	
147			0	0.0	

Fire Marshall (FireMars)

Odometer Permit # Address Insp Type Date Reinsp? Reinsp Result Correction Notes
Fee?

Vehicle ID:

202000536	10706 Beinhorn Rd	Fire Marshall	6/2/21	Y	No	NC	1. Outside bell on back wall. Must be moved nearer the front of house to be audible from the street. 2. Repair drywall around head in second floor bath.
202100353	730 E CREEKSIDE DR	Fire Marshall	6/7/21		No	Pass	
202000536	10706 Beinhorn Rd	Fire Marshall	6/17/21	Y	No	Pass	Per Fire Marshal approval 6/14/21 [Entered 6/2/2021 by FireMars]: 1. Outside bell on back wall. Must be moved nearer the front of house to be audible from the street. 2. Repair drywall around head in second floor bath.
202000112	30 Willowend Dr	Fire Marshall	6/18/21		No	Pass	Passed per Fire Marshal Inspection Report
Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection			
4			0	0.0			

James Stewart (james)

Odometer Permit # Address Insp Type Date Reinsp? Reinsp Result Fee? Correction Notes

Vehicle ID:

202100335	11000 Hunters Park Drive	P Layout	6/3/21	No	Pass	
202100307	773 W CREEKSIDE DR	FD Steel	6/4/21	No	Pass	
202100307	773 W CREEKSIDE DR	E Underg	6/4/21	No	Pass	
202100341	773 W CREEKSIDE DR	P UnderG	6/4/21	No	Pass	
202100341	773 W CREEKSIDE DR	P GL & GT	6/4/21	No	Pass	
202100358	342 Hunters Trail Street	P GL & GT	6/4/21	No	Pass	
202100358	342 Hunters Trail Street	P UnderG	6/4/21	No	Pass	
202100388	1002 1/2 Voss Rd	E Final	6/14/21	No	Pass	
202100014	621 Wellesley Dr	ET-Pole	6/15/21	No	Pass	
202100331	11002 Huntwyck Dr	P Layout	6/15/21	No	Pass	
202100398	2 Bridlewood Ct	ET-Pole	6/15/21	No	Pass	
202100335	11000 Hunters Park Drive	P Steel/Piping	6/22/21	No	Pass	
202100416	10615 Twelve Oaks Drive	ET-Pole	6/23/21	No	NC	Gates Locked
202100379	256 Bryn Mawr Circle	Foundation	6/30/21	No	Pass	[Entered 6/21/2021 by BBG]: Disapproved - Went by site twice no one there; called automated phone system no call back

Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection
14			0	0.0

Copyright © 2021 CityView. All rights reserved. BuildingDepartment.com and BluePrince are trademarks of Harris Computer.

HUNTERS CREEK VILLAGE - PLAN REVIEW STATUS REPORT

PROJECT ADDRESS	PROJECT TYPE	DATE SUBMITTED	REVIEW STATUS	COMMENTS
10426 Memorial Drive	New Home	3/25/2021	Review Completed - 4/6/21 - Not Approved - Plans Resubmitted - 5/5/21 - Resubmittal Review completed 5/19/21 - Not Approved - Resubmitted Plans 6/3/21 Review Completed 6/11/21 - Approved - Waiting for HOA Approval - HOA Approval Received 6/23/21.	Contractor notified of needed revisions 4/6/21 Contractor notified of needed revisions for resubmittal 5/19/21 - Contractor notified of needed HOA approval 6/11/21 - HOA Approval 6/23/21
13 Sleepy Oaks Cir	New Home	4/5/2021	Review Completed - 4/21/21 - Not Approved - Revisions submitted 5/28/21 - Resubmittal Review Completed 6/3/21 - Not Approved - Plans Resubmitted 6/4/21 - Resubmittal Review Completed 6/7/21 - Approved	Contractor notified of needed revisions - 4/21/21 - Contractor notified of further needed revisions 6/3/21 - Contractor Notified of Approval 6/7/21
10830 Roaring Brook	New Home	4/27/2021	Review Completed 5/11/21 - Not Approved	Contractor notified of needed revisions. 5/11/21
10603 Twelve Oaks Dr.	Remodel/Addition	5/6/2021	Review Completed 5/11/21 - Not Approved	Contractor Notified of Needed Revisions 5/11/21
843 Country Lane	New Home	5/12/2021	Review Completed 5/26/21 - Not Approved - Revisions submitted 5/28/21 - Resubmittal review completed 6/3/21 - Approved	Contractor notified of needed revisions 5/26/21. Contractor notified of approval. 6/3/21
10615 Twelve Oaks Dr.	New Home	5/13/2021	Review Completed 6/1/21 - Not Approved - Plans Resubmitted 6/7/21 - Resubmittal Review Completed 6/10/21 - Approved	Contractor Notified of Needed Revisions 6/1/21 - Contractor notified of approval 6/10/21
11000 Hunters Park Dr.	New Pool	5/13/2021	Review Completed 5/20/21 - Approved	Contractor notified of approval 5/20/21
211 Glennville Ct.	Remodel	5/27/2021	Review Completed 6/2/21 - Not Approved - Plans Resubmitted 6/4/21 - Resubmittal Review Completed 6/7/21 - Approved	Contractor notified of needed revisions 6/2/21 - Contractor Notified of Approval 6/7/21
256 Bryn Mawr Cir.	Remodel	5/28/2021	Review Completed 6/4/21 - Approved	Contractor Notified of Approval 6/4/21
3 Sleepy Oaks Cir.	New Home	5/28/2021	Review Completed 6/16/21 - Not Approved Plans Resubmitted 7/1/21 - Resubmittal Review Completed 7/6/21 - Approved	Contractor notified of needed revisions 6/14/21. - Contractor notified of approval - 7/6/21
852 Kuhlman Rd.	Remodel	6/1/2021	Review Completed 7/6/21 - Not Approved	Contractor notified of needed revisions 7/6/21
10923 Timberglen Dr.	New Pool	6/3/2021	Review Completed 6/8/21 - Not Approved - Plans Resubmitted 6/14/21 - Resubmittal review completed 6/16/21 - Not Approved - 2nd Resubmittal - 6/22/21 - Resubmittal Review Completed 6/24/21 - Approved	Contractor notified of needed revisions - 6/8/21 - Contractor notified of further needed revisions 6/16/21 - Contractor notified of approval - 6/24/21
10822 Long Shadow Ln.	Outdoor Kitchen and Pergola	6/4/2021	Review Completed 6/22/21 - Not Approved - Plans Resubmitted 6/25/21 - Resubmittal Review Completed 6/28/21 - Approved	Contractor Notified of needed revisions 6/22/21 - Contractor notified of approval 6/28/21
8443 Hunters Creek Dr.	New Home	6/4/2021	Review Completed 7/1/21 - Not Approved - Plans Resubmitted 7/6/21 - Resubmittal Review Completed 7/7/21 - Approved	Contractor notified of needed revisions 7/1/21 - Contractor Notified of Approval - 7/7/21
126 Willowend	New Home	6/16/2021	Review Completed 7-12-21 - Not Approved	Contractor notified of needed revisions. - 7-12-21
10802 Hunters Forest Dr. New Pool	New Pool	6/21/2021	Review Completed 6-29-21 - Not Approved - Resubmitted 6/30/21 - Resubmittal Review Completed 6/30/21 - Approved	Contractor Notified of Needed Revisions - 6-29-21 - Contractor notified of approval 6/30/21
1 Saddlehorn Ln	New Pool	7/2/2021	Review Completed - 7/9/21 - Approved	Contractor notified of approval - 7/9/21

City of Hunters Creek Village

Certificate of Occupancy

June 17, 2021

Permit Number: 201900659

Adam and Lauren Allen
711 Hunters Grove Lane
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

City of Hunters Creek Village

Certificate of Occupancy

June 23, 2021

Permit Number: 2020000016

Cynthia Blizzard
10706 Beinhorn Rd
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	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	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	10840 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 Gawan 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	
2/19/2020	210 Timberwide 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 Creekside 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
				Quarantine to end 5/21/20 - Spoke with dog owner and bite victim.
5/14/2020	714 Creekside Ln.	Dog Bite - Food Delivery person bitten at front door.	Dog Quarantined at Vet - Shots Current	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 Valley/Dr.	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 Circle	Dead Armadillo in Roadway	Picked Up/Disposed of Armadillo	Disposed

7/6/2020	Memorial Dr at Three Corners	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
8/6/2020	725 W. Creekside Dr.	Animal Trap Request	Delivered trap to resident	
8/10/2020	10650 Memorial Dr.	Dead Armadillo in Roadway	Picked Up/Disposed of Armadillo	Disposed
8/10/2020	725 W. Creekside Dr.	Raccoon in Trap - Pick Up	Picked Up/Relocated Raccoon	Relocated
8/11/2020	757 W. Creekside	Stray Dog Found by Resident	Picked up Dog - Owner found	Returned Dog to Owner
8/20/2020	10819 Smithdale	Pick Up Empty Trap from Resident	Picked Up Trap	
9/9/2020	802 Flint River	Animal Trap Request	Delivered trap to resident	
9/14/2020	802 Flint River	Raccoon in Trap - Please pick up	Picked up/Relocate Raccoon	Relocated
9/14/2020	3 Saddlewood Estates	Opossum in Trash Can	Caught/Relocated Opossum	Relocated
9/15/2020	3 Saddlewood Estates	Opossum in Trap - Please pick up	Picked up\Relocated Opossum	Relocated
9/17/2020	Memorial at Thamer	Injured turtle in roadway	Picked up/Disposed of turtle	Disposed
9/17/2020	10220 Memorial Dr.	Dead animal in roadway	Picked up/Disposed of animal	Disposed
9/25/2020	525 Trails End	Animal Trap Request	Dropped trap with resident	
9/29/2020	525 Trails End	Animal in Trap - Please Pick Up	Picked up/Relocated Animal	Relocated
10/8/2020	606 Hunters Way	Animal Trap Request	Dropped trap with resident	
10/13/2020	704 Pifer Green	Feral Cat in Trap	Picked up - Relocated Cat	Relocated
10/14/2020	321 Pifer Road	Dead animal in roadway - Pick Up	Picked up-Disposed of Squirrel	Disposed
10/16/2020	Memorial Dr. @ Saddlewood	Dead animal in roadway - Pick Up	Picked up and disposed of Squirrel	Disposed
10/19/2020	Memorial Dr. @ Lindenwood	Dead Animal in roadway - Pick Up	Picked up and disposed of animal.	Disposed
11/5/2020	Memorial Dr @ Fleetway	Dead animal in roadway - Pick Up	Picked up and disposed of animal.	Disposed
11/6/2020	11007 Hunters Park Ln.	Animal Trap Request	Dropped trap with resident	
11/9/2020	315 Timberwilde	Animal Trap Request	Dropped trap with resident	
11/10/2020	629 Wellesley	Animal in Trap - Please Pick Up	Picked up/Relocated Opossum	Relocated
11/17/2020	3 Saddlewood Estates	Animal in Trash Can - Please Assist	Picked up/Relocated Opossum	Relocated
11/23/2020	10500 Beinhorn	Dead animal in roadway	Picked up/Disposed of animal	Disposed
11/23/2020	Shartle Circle @ Memorial	Dead animal in roadway	Picked up/Disposed of animal	Disposed
11/30/2020	826 Oak Valley Dr.	Animal Trap Request	Dropped trap with resident	
12/7/2020	760 Pifer Road	Dead Animal in Roadway	Picked up/Disposed of animal	Disposed
12/9/2020	11007 Hunters Park Dr.	Animal Trap Request	Delivered trap to resident	
12/11/2021	11007 Hunters Park Dr.	Animal in Trap - Please Pick Up	Picked up and Relocated Opossum	Relocated
12/16/2020	Memorial near Wickdale	Dead animal near sidewalk.	Picked up/Disposed of animal	Disposed
12/21/2020	3 Saddlewood Estates	Opossum in Trash Can	Removed Opossum from trash can.	Relocated
12/28/2020	Voos at Longshadow	Dead animal in roadway	Picked up/Disposed of animal	Disposed
1/4/2021	Roaring Brook at Voss	Dead animal in roadway	Picked up and disposed of animal.	Disposed
1/4/2021	305 Lindenwood	Animal Trap Request	Delivered trap to resident	
1/26/2021	13 Creekside Circle	Animal Trap Request	Delivered trap to resident	
1/27/2021	607 Shartle Circle	Dead animal in roadway	Picked up and disposed of animal.	Disposed
1/27/2021	13 Creekside Circle	Animal in Trap - Please Pick Up	Picked up and Relocated Opossum	Relocated
2/2/2021	10955 Beinhorn	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated

2/4/2021	11007 Hunters Park	Animal Trap Request	Delivered Trap to resident		
2/22/2021	740 Kuhlman Rd.	Bat found in House - Pick up - to Lab for Rabies Test	Delivered to Lab for testing	Rabies Test NEGATIVE for Rabies	
2/25/2021	10955 Beinhorn	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated	
3/3/2021	11007 Hunters Park	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated	
3/15/2021	10955 Beinhorn	Animal Trap Request	Delivered Trap to resident		
3/23/2021	11007 Hunters Park	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated	
3/24/2021	10314 Memorial Dr.	Animal Trap Request	Delivered Trap to resident		
3/25/2021	10906 Little Lisa	Animal Trap Request	Delivered Trap to resident		
3/25/2021	10910 Little Lisa	Animal Trap Request	Delivered Trap to resident		
3/29/2021	5 Creekside Cir.	Animal Trap Request	Delivered Trap to resident		
4/5/2021	110 Shasta	Animal Trap Request	Delivered Trap to resident		
4/5/2021	Memorial at Lindenwood	Dead Animal in Roadway	Picked up and disposed of animal.	Disposed	
4/7/2021	110 Shasta	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated	
4/8/2021	11007 Hunters Park	Animal Trap Request	Delivered Trap to Resident		
4/9/2021	525 Trails End	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated	
4/9/2021	10779 Bridgewood	Dead animal in ROW	Picked up and disposed of animal.	Disposed	
4/19/2021	Memorial near Kuhlman	Dead animal in road.	Picked up and disposed of animal.	Disposed	
4/19/2021	Voss near Voss Park	Dead animal in road.	Picked up and disposed of animal.	Disposed	
4/19/2021	606 Hunters Way Ct.	Animal Trap Request	Delivered Trap to resident		
4/21/2021	606 Hunters Way Ct.	Animal in Trap - Please Pick Up	Picked up and relocated animal	Relocated	
4/23/2021	Bryn Mawr Circle	Dead animal in roadway	Picked up and disposed of animal.	Disposed	
4/27/2021	10900 Walwick	Animal Trap Request	Delivered Trap to Resident		
5/4/2021	642 Hedwig Rd.	Animal Trap Request	Delivered Trap to Resident		
5/10/2021	10900 Walwick	Pick Up Animal Trap - No Longer Needed	Picked Up Trap		
5/11/2021	Voss @ Beinhorn	Dead Animal in Roadway	Picked up and disposed of animal.	Disposed	
5/12/2021	11007 Hunters Park Dr.	Animal Trap Request	Delivered trap to resident		
5/18/2021	202 Bryn Mawr	Dead Animal in Roadway	Picked up and disposed of animal.	Disposed	
5/19/2021	10721 Old Coach	Animal Trap Request	Delivered trap to resident		
5/19/2021	712 Kuhlman	Dead animal in roadway	Picked up and disposed of animal.	Disposed	
5/19/2021	Kuhlman at Memorial	Dead animal in roadway	Picked up and disposed of animal.	Disposed	
6/4/2021	431 Hunterwood	Injured raccoon in garage	Picked up and relocated raccoon	Relocated	
6/7/2021	11000 Memorial at Bryn Mawr	Dead animal in roadway	Picked up and disposed of animal.	Disposed	
6/14/2021	717 Pifer Rd.	Opossum in trap - Please pick up	Picked up and relocated animal	Relocated	
6/15/2021	10915 Pifer Way	Animal Trap request	Delivered trap to resident		
6/17/2021	10915 Pifer Way	Raccoon in trash can	Removed raccoon from trash can	Relocated	
6/22/2021	7626 River Point	Dog Bite - Worker bitten in dog owners home	Home Quarantine of Dog - Shots Current	Quarantine ended 7/2/21	

CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared July 22, 2021 for the July 27, 2021 Agenda

A. Beinhorn and Voss – Traffic Signal Reconstruction

1. Flashing left has been modified as requested at both Beinhorn and memorial signals.
2. We will be adding a flashing pedestrian cross walk sign at the northwest corner.
3. Contractor will complete final punchlist once added scope items are in place.
4. New detection is in place and working at both Beinhorn and Memorial.

B. 10 Willowend Dr. Outfall

1. Advertised this week.
2. Will have award recommendation at august council meeting

C. Ripple Creek Repair

1. Final items including crack seal and restoration ongoing.

D. Timberglen Pavement Repair

1. Contracts are being executed this week.
2. Anticipate starting construction next week.
3. Contract time is one month.

E. Joint seal of Memorial Estates subdivision roads (aka Old Coach, Marsha Lane)

1. Contractor has not started the project. We've requested an additional proposal to add an inlet on Caruthers Lane in a perennial birdbath.
2. Contractor will start work beginning of August.

F. Beinhorn Reconstruction

1. Bid opening on July 22, 2021. We had 6 bidders.
2. The low bidder was non-responsive. The second bidder was deemed to be both responsive and responsible.
3. Low bid was in the amount of \$527,853.00. Second low bid was \$530,410.70.
4. Engineers recommendation is to award the bid to Angel Brothers, Inc. in the amount of \$530,410.70. See agenda item and packet for details.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
June 22, 2021**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, June 22, 2021, #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
	Councilmembers:	Stuart Marks Ken Spalding Chip Cowell Jay Carlton Fidel Sapien
	City Administrator:	Tom Fullen
	City Attorney	John Hightower
	Police Chief	Ray Schultz
	Assistant to City Secretary:	Jennifer Namie (by teleconference)
	Building Official	James Stewart
	City Engineer:	Steve Byington
	Accounting Clerk	Jackie Ramos

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 and a brief prayer by Mayor Pappas.

- A. Call to order and the roll of elected and appointed officers will be taken.
- B. Ed Holland led the 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.*

There were no public comments.

- D. REPORTS
 - 1. City Treasurer Monthly Report

City Administrator Tom Fullen presented the report.

2. Police Commissioner Monthly Report

Police Commissioner Steve Reichel and Police Chief Ray Schultz gave the report.

3. Fire Commissioner Monthly Report

Council member Jay Carlton gave the report.

4. Building Official Monthly Report

City Building Official James Stewart gave the report. During this report, the contractor and owner of the property at 10802 Hunters Forest Drive informed Council that there have been critical delays in construction and that construction will not be completed in the agreed upon time frame. They predict that within 2 months of this date construction will be complete. Staff will work with the property owner to enable him to continue with construction.

5. City Engineer and Public Works Report

Steve Byington gave the report.

6. City Administrator Report

City Administrator Tom Fullen gave the report.

7. Mayor and Council Reports and Comments

Mayor Pappas reported on the Voss Road beautification project.

- 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 May 25, 2021.
2. Approval of the Minutes of the Special Meeting on June 4, 2021.
3. Approval of the Cash Disbursement Journal for May, 2021.

Councilmember Spalding made a motion to approve the Consent Agenda. Councilmember Marks seconded the motion and the motion carried unanimously.

- F. REGULAR AGENDA

1. Discussion and possible action to approve the amended draft minutes from the April 27, 2021 City Council meeting.

Councilmember Spalding made a motion to approve the amended draft minutes for the April 27, 2021 City Council meeting. Councilmember Marks seconded the motion and the motion carried unanimously.

2. Discussion and possible action regarding a request for the City to abandon certain portions of the street Right of Way at the end of Ripple Creek Drive.

No action was taken on this item. It will be discussed at the next Council meeting.

3. Discussion and possible action to award a contract to DG Medina Construction LLC in an amount not to exceed \$72,907.00 for the Timberglen Drive Pavement Repair Project.

Councilmember Spalding made a motion to award a contract to DG Medina Construction LLC in an amount not to exceed \$72,907.00 for the Timberglen Drive Pavement Repair Project. Councilmember Sapien seconded the motion and the motion carried unanimously.

4. Discussion and possible action to receive and accept the annual audit report for the City for the fiscal year ending December 31, 2020.

This item was taken out of order. Robert Belt presented the City's 2021 annual audit report.

Councilmember Spalding made a motion to receive and accept the annual audit report for the City for the fiscal year ending December 31, 2020. Councilmember Sapien seconded the motion and the motion carried unanimously.

5. Discussion and possible action to call a public hearing, to be held on July 27, 2021 on the City's proposed 2022 fiscal year budget.

Councilmember Spalding made a motion to call a public hearing, to be held on July 27, 2021 on the City's proposed 2022 fiscal year budget. Councilmember Marks seconded the motion and the motion carried unanimously.

6. Discussion and possible action to call a public hearing, to be held on September 21, 2021 on the City's proposed 2021 Tax Rate.

Councilmember Marks made a motion to call a public hearing, to be held on September 21, 2021 at 9:00 a.m. on the City's proposed 2021 Tax Rate. Councilmember Cowell seconded the motion and the motion carried unanimously.

G. ADJOURNMENT

At 7:00 p.m. Councilmember Spalding made a motion to adjourn. Councilmember Sapien seconded the motion and the motion carried unanimously.

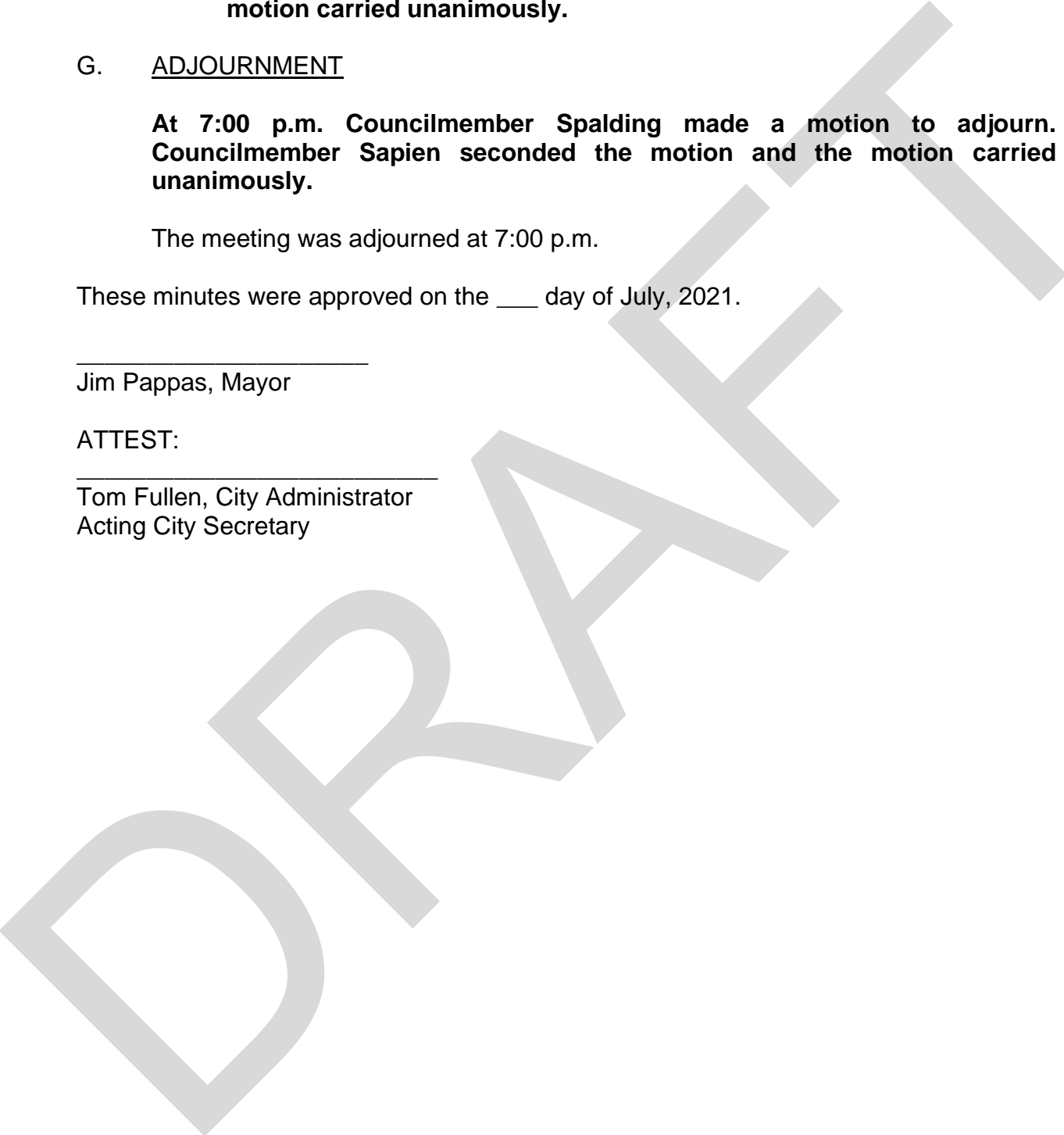
The meeting was adjourned at 7:00 p.m.

These minutes were approved on the ____ day of July, 2021.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE SPECIAL
CITY COUNCIL MEETING
June 22, 2021**

The City Council of the City of Hunters Creek Village, Texas held a special meeting on Tuesday, June 22, 2021, #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
	Councilmembers:	Stuart Marks Ken Spalding Chip Cowell Jay Carlton Fidel Sapien
	City Administrator:	Tom Fullen
	Building Official:	James Stewart
	City Engineer:	Steve Byington
	Accounting Clerk:	Jackie Ramos

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 4:00 p.m.

WORKSHOP. A budget planning workshop was held to discuss the following items relating to the preparation of the 2022 proposed budget: (1) Administration budget, including maintenance and operations, personnel, professional services, public works, and municipal court; (2) Public Safety budget, including Village Fire Department and Memorial Villages Police Department budgets; (3) Capital Improvement and Street Maintenance program budget, including identifying priority of projects and evaluating the budgetary impact; and (4) Anticipated Revenues from property taxes, sales taxes and other sources of funding.

Tom Fullen, City Administrator presented this item. There was discussion but no formal action was taken.

ADJOURNMENT

At 7:00 p.m. Councilmember Spalding made a motion to adjourn. Councilmember Sapien seconded the motion and the motion was approved unanimously.

The meeting was adjourned at 7:00 p.m.

These minutes were approved on the ___ day of July, 2021.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary

DRAFT



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP POOLED-AP POOLED						
0647	Aflac Worldwide Headquarters	06/01/2021	Regular	0.00	358.80	32653
0458	AT&T (5019)	06/01/2021	Regular	0.00	717.02	32654
0045	CARMEN KNEZEAK	06/01/2021	Regular	0.00	1,120.00	32655
0010	CENTERPOINT ENERGY	06/01/2021	Regular	0.00	27.82	32656
0012	COBB FENDLEY	06/01/2021	Regular	0.00	17,427.50	32657
000796	Engie Resources	06/01/2021	Regular	0.00	4.81	32658
0023	GORMAN UNIFORM SERVICE	06/01/2021	Regular	0.00	155.84	32659
0028	HARRIS COUNTY APPRAISAL DISTRICT	06/01/2021	Regular	0.00	10,612.00	32660
000839	Keith Clanahan	06/01/2021	Regular	0.00	40.00	32661
0641	Mark E. Easley	06/01/2021	Regular	0.00	300.00	32662
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	06/01/2021	Regular	0.00	4,250.00	32663
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	06/01/2021	Regular	0.00	164,998.00	32664
0053	MEMORIAL VILLAGES WATER AUTHORITY	06/01/2021	Regular	0.00	3,511.22	32665
0065	OFFICE DEPOT CREDIT PLAN	06/01/2021	Regular	0.00	219.80	32666
0135	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	06/01/2021	Regular	0.00	246.21	32667
0330	PITNEY BOWES INC	06/01/2021	Regular	0.00	71.81	32668
0420	PREMIER TREE SERVICE	06/01/2021	Regular	0.00	2,450.00	32669
0648	Shane's Fence Company	06/01/2021	Regular	0.00	2,600.00	32670
0434	SHERRY L. LOTT	06/01/2021	Regular	0.00	950.00	32671
0545	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	06/01/2021	Regular	0.00	100.00	32672
0103	TEXAS MUNICIPAL RETIREMENT SYSTEM - TMRS	06/01/2021	Regular	0.00	11,204.04	32673
0105	VILLAGE FIRE DEPARTMENT	06/01/2021	Regular	0.00	129,074.36	32674
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	06/01/2021	Regular	0.00	8,654.38	32675
0530	xlrINT LLC	06/01/2021	Regular	0.00	212.50	32676
0381	AAA FLEXIBLE PIPE CLEANING	06/15/2021	Regular	0.00	800.00	32677
000731	Al's Engine & Equipment	06/15/2021	Regular	0.00	144.32	32678
0005	AT&T (5414)	06/15/2021	Regular	0.00	452.92	32679
000815	BBG Consulting, Inc.	06/15/2021	Regular	0.00	2,920.00	32680
0170	BELT HARRIS PECHACEK LLP	06/15/2021	Regular	0.00	9,908.00	32681
0628	BRADFORD GENE HENDRICKS	06/15/2021	Regular	0.00	945.00	32682
0669	C & D Janitor Service, Inc.	06/15/2021	Regular	0.00	795.86	32683
0045	CARMEN KNEZEAK	06/15/2021	Regular	0.00	980.00	32684
0228	CITY OF BUNKER HILL VILLAGE	06/15/2021	Regular	0.00	1,691.89	32685
000775	CityLynx, Inc.	06/15/2021	Regular	0.00	25,856.67	32686
0013	COWBOY TRUCKING INC	06/15/2021	Regular	0.00	102.00	32687
0150	GARY B MADDOX	06/15/2021	Regular	0.00	500.00	32688
0023	GORMAN UNIFORM SERVICE	06/15/2021	Regular	0.00	105.18	32689
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOCIA	06/15/2021	Regular	0.00	240.00	32690
0034	HOME SECURITY SYSTEMS INC	06/15/2021	Regular	0.00	299.85	32691
0654	Lora Jean D. Lenzsch	06/15/2021	Regular	0.00	717.50	32692
0641	Mark E. Easley	06/15/2021	Regular	0.00	300.00	32693
0062	NORTHWEST PEST PATROL	06/15/2021	Regular	0.00	1,100.00	32694
0065	OFFICE DEPOT CREDIT PLAN	06/15/2021	Regular	0.00	70.18	32695
0066	OLSON & OLSON LLP	06/15/2021	Regular	0.00	1,305.00	32696
000789	Van Sant Landscape Management	06/15/2021	Regular	0.00	7,345.00	32697
0362	VERIZON WIRELESS	06/15/2021	Regular	0.00	38.09	32698
0537	WCA Waste Systems Inc.	06/15/2021	Regular	0.00	42,769.42	32699
0530	xlrINT LLC	06/15/2021	Regular	0.00	442.50	32700
0638-JS	Payment Remittance Center	06/18/2021	Bank Draft	0.00	673.71	DFT0000298
0517-TF	PAYMENT REMITTANCE CENTER	06/18/2021	Bank Draft	0.00	997.34	DFT0000299

Check Report

Date Range: 06/01/2021 - 06/30/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0127-EA	PAYMENT REMITTANCE CENTER	06/18/2021	Bank Draft	0.00	1,376.73	DFT0000300

Bank Code AP POOLED Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	63	48	0.00	459,135.49
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	3	0.00	3,047.78
EFT's	0	0	0.00	0.00
	67	51	0.00	462,183.27

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	63	48	0.00	459,135.49
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	3	0.00	3,047.78
EFT's	0	0	0.00	0.00
	67	51	0.00	462,183.27

Fund Summary

Fund	Name	Period	Amount
999	POOL	6/2021	462,183.27
			462,183.27

**CITY OF HUNTERS CREEK VILLAGE
QUARTERLY INVESTMENT REPORT
QUARTER ENDING JUNE 30, 2021**

Account Description	Beginning Bank Balance 4/1/2021	Interest Earned 4/1/21-6/30/21	Deposits 4/1/21-6/30/21	Withdrawal 4/1/21-6/30/21	Cash In Transit	Outstanding Checks	Ending Book/Market Value Balance 6/30/2021	% of Total Funds	Average Interest Rate	Maturity	3-month Average Collateral
Wells Fargo											
Disbursement	\$779,608.83	\$184.91	\$1,111,784.15	\$1,501,502.13	\$0.00	\$996.37	\$389,079.39	4.38%	0.16	Immediate	
Public Funds	\$414,918.91	\$949.47	\$9,328,917.79	\$1,248,424.35	\$0.00	\$0.00	\$8,496,361.82	95.62%	0.16	Immediate	
Texas Class	\$6,426,373.50	\$591.06	\$0.00	\$6,426,964.56	\$0.00	\$0.00	\$0.00	0.00%	0.04	Immediate	
Tex Pool	\$2,200,475.88	\$46.98	\$0.00	\$2,200,519.29	\$0.00	\$0.00	\$3.57	0.00%	0.01	Immediate	
Total Accounts	\$9,821,377.12	\$1,772.42	\$10,440,701.94	\$11,377,410.33	\$0.00	\$996.37	\$8,885,444.78	100.00%	0.09		\$4,698,763.46

The investment report for the 2nd quarter of 2021 is in compliance with the City of Hunters Creek Village's investment policy as well as in compliance with the provisions of Chapter 2256 of the Texas Local Government Code, as required by the Public Funds Investment Act.

Reviewed and Approved by:

James S. Pappas
Mayor
Dated:

Prepared by:

Tom Fullen
City Administrator and Investment Officer
Dated: July 16, 2021



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

AGENDA DATE: July 27, 2021

AGENDA SUBJECT: Discussion and possible action to approve Amendment No. 69 to the engineering contract with Cobb Fendley in the amount of \$52,330.00 for Engineering Services associated with the Signal Design at Lindenwood and Memorial.

EXHIBITS: Amendment – Exhibit #69

**CITY OF HUNTERS CREEK VILLAGE
STANDARD AMENDMENT TO
CONSULTANT SERVICES AGREEMENT**

AMENDMENT NO. 69

This Amendment (hereinafter "Amendment") is made between the City of Hunters Creek Village, Texas (hereinafter "City"), and Cobb, Fendley & Associated, Inc. (hereinafter "Consultant") to amend that consultant services (the "Contract") between the City and Consultant for services associated with the City Engineer Contract.

1. Amended Terms. The City and Consultant hereby agree that the Contract is amended as follows:

A. Add new task order for the **Hunters Creek Village Signal Design at Lindenwood and Memorial** in the amount of **\$52,330.**

B. See Attached Exhibit A for Scope of Services for this project.

2. Contract to Remain in Force. Other than the provisions of the Contract expressly amended herein, the Contract shall remain in full force, and its enforceability shall be unaffected by this Amendment.

EXECUTED and EFFECTIVE as of the ____ day of _____, 20__.

CITY OF HUNTERS CREEK VILLAGE

Signature: _____

Name/Title: Honorable Jim Pappas/ Mayor

CONSULTANT

Signature:  _____

Name/Title: Stephen L. Byington, PE / Principal

**“EXHIBIT A”
HUNTERS CREEK VILLAGE SIGNAL DESIGN AT LINDENWOOD AT MEMORIAL
SCOPE OF SERVICES**

The Scope of Services, as far as practical, describes and identifies those services required to provide topographical survey, permitting, civil design, and construction phase services in support of the project effort. Cobb, Fendley & Associates, Inc. (CobbFendley) shall provide those services necessary to complete the project as described herein.

The identified **Basic Services** shall include:

GENERAL

CobbFendley shall subcontract any other services not specifically offered by CobbFendley to perform the tasks described in this scope of service.

Project Management

Overall management of the tasks associated with this project including the QA / QC process in order to ensure a quality product. Submittals will be made at 60%, 90% and 100% design levels.

CobbFendley Review (On City’s Behalf)

A CobbFendley engineer will review the plans on behalf of the City. Their review will be documented and provided to the City.

Site Visit

A site visit shall be performed to survey and investigate site conditions and to review general field survey information.

Traffic Signal Design

A traffic signal design shall be produced for the following intersection:

- Lindenwood at Memorial Drive

Below is a summary of the design elements that shall be provided for the intersection.

- Mast arm pole design
- Mast arm pole foundations
- Pull boxes
- Vehicle and countdown pedestrian signal heads (LED)
- Vehicle detection
- Accessible pedestrian signals
- Traffic signs as per the Texas Manual on Uniform Traffic Control Devices (TMUTCD)

These proposed traffic signal improvements shall be provided in a set of plans as required by City of Hunters Creek Village which includes the following:

- Existing Signal Layout
- Proposed Traffic Signal Layout
- Pole Schedule
- Cable Schematic
- Signing, Pavement Marking and Paving Layout (pedestrian curb ramps, crosswalks, stop bar, small signs)
- Traffic Signal Notes
- Applicable Standards

Construction Estimate and Quantities

An estimate of quantities will be developed based on the design plan set and incorporated in a construction estimate that includes the latest estimated contractor bid prices.

Private Utility Coordination

Coordinate with private utility companies to ensure that their facilities are represented on the plan sheets.

Bid Phase Services

CobbFendley will perform the following:

- Prepare bid sets for distribution; including Plans, Specifications, Bid Proposal, (utilizing City Standard Details + Specs)
- Facilitate pre-bid meeting and attend the Bid Opening.
- Prepare Engineer's Recommendation of Award Letter that includes review for unbalance bid items, certified bid tabulation including Engineer's estimate, review of contractor's financial standing and references provided, explanation of discrepancies between the Engineer's estimate and bids, recommendation to award.
- Attend City Council meeting and recommendation for award of Contract for Construction.

Construction Phase Services

Provide minor construction phase services for the proposed traffic signal construction. The minor construction phase services could consist of the following:

- Preconstruction meetings

- Field meetings with the contractor
- Field meetings with area residents / business owners
- Field meetings with the City
- Field meetings with utilities
- Addressing RFI's from the contractor
- Field verifying that contractor invoices match what was constructed
- Minor modifications to the plan set due to unforeseen issues in the field
- Staking of design elements in the field

EXCLUSIONS FROM THE SCOPE OF SERVICES

The services described above are the identified **Basic Services** for this assignment. Other items that may arise during the course of the project that the City may wish to add to the scope of services shall be deemed as **ADDITIONAL SERVICES**. CobbFendley shall undertake such additional services as assigned by the City upon written direction from the City. Examples of such items are as follows:

1. Reproduction of drawings, descriptions or specifications other than for CobbFendley's use in developing the project.
2. Application or review fees, mileage, delivery charges used in performing the services.
3. Obtaining permits.
4. Detailed cost estimates.
5. Detailed hydraulics and hydrology analysis.

**“EXHIBIT B”
HUNTERS CREEK VILLAGE SIGNAL DESIGN AT LINDENWOOD AND MEMORIAL
COMPENSATION**

BASIC SERVICES

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based on Lump sum fees for overall phases of the work as shown below. The fees shown by task are for information only and will not be reflected on the invoices. Reimbursable items and subconsultant invoices will be subject to a 10% administration charge.

1.	Design Services (including topographic surveying)	<u>\$42,180</u>
2.	Bid and Construction Phase	<u>\$9,150</u>
3.	Reimbursables.....	<u>\$1,000</u>
TOTAL BASIC SERVICES LUMP SUM FEE.....		<u>\$52,330</u>



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

AGENDA DATE: July 27, 2021
AGENDA SUBJECT: Discussion and possible action to consider and accept the engagement letter from Belt Harris Pechacek for auditing services through December 31st, 2023.

EXHIBITS: Belt Harris Engagement Letter



Engagement Letter

June 15, 2021

The Honorable Jim Pappas, Mayor
City of Hunters Creek Village, Texas
One Hunters Creek Place
Houston, Texas 77024-3026

We are pleased to confirm our understanding of the services we are to provide for the City of Hunters Creek Village, Texas (the "City") for the years ended December 31, 2021, 2022, and 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the disclosures, which collectively comprise the basic financial statements of the City as of and for the years ended December 31, 2021, 2022, and 2023.

Accounting standards generally accepted in the United States of America (GAAS) provide for certain Required Supplementary Information (RSI), such as Management's Discussion and Analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule(s)
3. Pension Schedule(s) as applicable
4. OPEB Schedule(s) as applicable

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions.

Auditors' Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an avoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

Audit Procedures-Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of the City in conformity with GAAP based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Nonaudit Services

In connection with the engagement, we will perform services unrelated to our attest function. The additional services we will provide include:

1. **Preparation of Documents**
We will assist in preparing the financial statements and related notes of the City in conformity with GAAP based on information provided by the City.
2. **Advisory Services**
We will provide routine advisory services through phone calls, conferences, or otherwise, in connection with incidental matters arising during the year. We encourage open lines of communication throughout the year as part of our services.
3. **Correspondence**
We will handle all normal correspondence from grantor, regulatory, or oversight agencies related to the audit.
4. **Professional Proofing**
To ensure documents issued in connection with the audit engagement are professional in appearance, we will submit both client-prepared information, as well as documents created entirely by the auditor, to an independent professional proofreader for a cover-to-cover inspection. This review will include consistent formatting, grammar, logic, and any other items that may detract from the document. This process is over and above technical reviews performed.
5. **Printing and Binding**
All final hard copy documents will be printed on a 1200 dpi or better resolution copier and bright white report paper. Reports will be bound with GBC-brand plastic combs with 30 mil oversized covers. We will manually inspect each page from one document and spot check remaining reports for printing errors. Our reports will be centered, properly aligned, and free of smudges and other detracting elements.
6. **Electronic Adobe Searchable PDF**
In addition to providing hard copy documents, we will also provide all final documents in electronic image files in Adobe PDF format, suitable for posting in electronic agenda packages, posting on websites, or transmitting by email to regulatory agencies.
7. **Client Portal - Auditbox**
We will provide the City access to our proprietary AuditBox online site to provide a central repository where both the City's personnel and audit team members can see documents being exchanged during the process to eliminate duplicate requests from audit team members. Both the City's documents, as well as final audit documents, will be hosted on the site providing an archive of information that new personnel may access in subsequent years, if information is needed regarding what was provided for a prior year audit or a copy of audit documents issued.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining effective internal controls, relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with GAAP.

Management is also responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all

information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You agree to assume all management responsibilities for financial statements preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

Fees for our services are based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, word processing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Items that likely will increase the fee estimate include:

1. Assistance with addressing matters that were designated as management responsibility, which include closing schedules and closing entries.
2. Submission of audit data within 60 days of a client requested completion date or filing deadline, requiring overtime hours to meet the deadline.
3. Changes to accounting pronouncements, professional standards, laws, and regulations not known to us as of the date of this letter that have a significant impact on time requirements.
4. Changes in the operations and significant matters that materially change the audit scope such as evaluation of the impact of joint ventures, debt issuance/refunding/advance extinguishment, forbearance agreements, notice of material events, enforcement actions, required corrective actions, self-insurance, environmental liabilities, going concern, and/or other postemployment benefits.
5. Significant increases in State or Federal funding requiring State and/or Federal Single Audits and/or increases to the number of grants classified as major programs by the Office of Management and Budget (OMB) or state requirements.
6. Follow up on allegations or discovery of a) noncompliance with laws, regulations, and policies; b) fraud, waste, and abuse; c) significant deficiencies in internal control; d) nepotism; and e) related party transactions.

As customary in the industry, the price quoted is an estimate. In accordance with rules of the State Board of Public

Accountancy, we cannot be bound to provide the audit for the amount estimated. However, in practice, we honor our fee quotes unless adverse conditions such as those described above are encountered.

Fee Estimates

	<u>2021</u>	<u>2022</u>	<u>2023</u>
Financial Statement Audit	\$ 18,630	\$ 19,330	\$ 20,055

The proposed fee does not include any additional time related to COVID-19. The impact of COVID-19 is presently unknown and may result in additional compliance procedures, funding, or organizational problems, which may require additional time to address. Any additional time would be billed at our standard hourly rates.

Non-Single Audit Engagement

A federal single audit is required by the OMB's Uniform Guidance when federal funds over \$750,000 are expended. Federal single audit fees vary based on the number of major programs as defined by OMB. The additional technical verbiage that is necessary when a federal single audit is required is not included within this engagement letter, nor does the proposed engagement fee include additional fees related to a federal single audit.

A state single audit is required when grant funds that originated from the State of Texas (this does not include federal monies passed through the State) over \$750,000 are expended. State single audit fees vary based on the number of major programs as defined by the *State of Texas Single Audit Circular*. The additional technical verbiage that is necessary when a state single audit is required is not included within this engagement letter, nor does the proposed engagement fee include additional fees related to a state single audit.

Should you exceed the federal and/or state single audit thresholds, a new engagement letter will be required.

Billing Protocol

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Generally, 40 percent will be billed and payable upon completion of interim audit procedures (normally one to four months before year end) and 60 percent after a draft of the financial statements is issued. Accordingly, the fee will be split 40/60 between budget years. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to those charged with governance of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of the audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis of matter or other matter paragraph to our auditors' report or, if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from the engagement.

Foreign Terrorists Organizations

Pursuant to Chapter 2252, Texas Government Code, we represent and certify that, at the time of execution of this letter, neither we nor any wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapters 806 or 807 of the Texas Government Code or Subchapter F of Chapter 2252 of the Texas Government Code or (ii) is a

company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term 'foreign terrorist organization' in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.

Vendor Representation Regarding Israel

Pursuant to Chapter 2271, Texas Government Code, we represent that we do not boycott Israel and will not boycott Israel during the term of the contract. The term 'boycott Israel' shall have the meaning ascribed to this term in Section 808.001 of the Texas Government Code.

Required Non-Appropriation Clause

Notwithstanding anything contained in this engagement to the contrary, in the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal period for fees due under this engagement agreement, the City will immediately notify us in writing of such occurrence and this agreement shall terminate on the last day of the fiscal period for which appropriations have been received or made.

Authorization of CPA's Disclosure

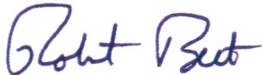
Any client certified public accountant involved with assisting us shall not be prohibited from disclosure of information required to be made available by the standards of the public accounting profession in reporting on the examination of financial statements. Management understands and provides permission to staff certificate or registration holders as required under the Rules of Professional Conduct, Texas Administrative Code, Title 22, Part 22, Chapter 501, Subchapter C, Section 501.75.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Belt Harris Pechacek, LLLP
Certified Public Accountants

Authorized by:



Robert Belt, CPA, CGMA
Managing Partner

RESPONSE:

This letter correctly sets forth the understanding of City of Hunters Creek Village, Texas.

The Honorable Jim Pappas, Mayor

Date



CPAs • Tax • Audit & Accounting

Empowering Peace of Mind

Report on the Firm's System of Quality Control

To the Partners of Belt Harris Pechacek, LLLP
And the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Belt Harris Pechacek, LLLP (the firm) in effect for the year ended June 30, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act;

As part of our review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Belt Harris Pechacek, LLLP in effect for the year ended June 30, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Belt Harris Pechacek, LLLP has received a peer review rating of pass.

Bumgardner, Morrison + Company, LLP

BUMGARDNER, MORRISON & COMPANY, LLP

December 14, 2018



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

AGENDA DATE: July 27, 2021
AGENDA SUBJECT: Discussion and possible action to award a contract to Angel Brothers Enterprises, Ltd. in an amount not to exceed \$530,410.70 for the Beinhorn Road Reconstruction Project.
EXHIBITS: Beinhorn Recommendation Packet

July 23, 2021

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

Re: 2021 Street Maintenance – Beinhorn Road Reconstruction
Construction Award Recommendation
CFA Project No. 2112-005-06

Dear Mayor Pappas:

On Thursday, July 22, 2021, bids for the Beinhorn Road Reconstruction Project were received and read in public at the City of Hunters Creek office. Six (6) contracting firms submitted bids for this project.

There were no consequential mathematical errors or discrepancies found in any of the 6 bidders packages submitted; however, DVL Enterprises, LLC, the apparent low bidder, failed to include the required Financial and Experience Statement with their bid. Therefore, the DVL Enterprises bid is non-responsive. Angel Brothers Enterprises, Ltd. is the lowest responsible bidder that submitted a responsive bid.

The bidder's rank from lowest to highest, name, and total bid price are as follows:

Rank	Contractor	Bid Amount
1	DVL Enterprises, LLC	\$ 527,853.00
2	Angel Brothers Enterprises, Ltd.	\$ 530,410.70
3	A-1 Construction Services	\$ 708,813.30
4	Craig & Heidt, Inc.	\$ 779,590.40
5	Main Lane Industries, Ltd	\$ 859,670.25
6	TLC Construction Contract Services	\$ 869,489.00

A copy of the bid tabulation is attached with this submittal.

Upon review, Cobb Fendley & Associates, Inc. recommends that the construction contract, in the amount of \$530,410.70, be awarded to Angel Brothers Enterprises, Ltd.

If you have any questions or require additional information, please feel free to contact me at (713) 462-3242.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.



Thomas A. Artz, P.E.
Senior Project Manager

Enclosure: Bid Tabulation

PART 1 - BASE UNIT PRICE			Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4		Bidder No. 5		Bidder No. 6	
ITEM #	SPEC #	ITEM	UNIT	QUANTITY	UNIT COST	COST	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	1502	Mobilization	LS	1	\$ 21,800.00	\$ 21,800.00	\$ 40,000.00	\$ 40,000.00	\$ 17,200.00	\$ 17,200.00	\$ 20,000.00	\$ 20,000.00	\$ 80,000.00	\$ 80,000.00
2	1555	Traffic Control and Regulations (including signs, barricades, flaggers, and changeable Message Board)	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	\$ 9,500.00	\$ 9,500.00	\$ 11,000.00	\$ 11,000.00	\$ 40,000.00	\$ 40,000.00
3	2713	In-Place Full Depth Cold Flexible Pavement Recycling including final shaping and grading and haul - off and disposal of excess material	SY	12,500	\$ 7.50	\$ 93,750.00	\$ 5.00	\$ 62,500.00	\$ 67,500.00	\$ 67,500.00	\$ 17,000.00	\$ 212,500.00	\$ 17.00	\$ 212,500.00
4	2713	Tru-Bin 70-30 Material	TON	315	\$ 250.00	\$ 78,750.00	\$ 220.00	\$ 69,300.00	\$ 302.75	\$ 95,366.25	\$ 140.00	\$ 44,100.00	\$ 250.00	\$ 78,750.00
5	2741	2-inch Thick Type D HMAAC Overlay	TON	1,375	\$ 100.00	\$ 137,500.00	\$ 110.00	\$ 151,250.00	\$ 141.70	\$ 194,837.50	\$ 140.00	\$ 192,500.00	\$ 170.00	\$ 230,500.00
6	2713	Recycled Crushed concrete base, placed, graded and compacted	TON	200	\$ 75.00	\$ 15,000.00	\$ 40.00	\$ 8,000.00	\$ 51.50	\$ 10,300.00	\$ 50.00	\$ 10,000.00	\$ 30.00	\$ 6,000.00
7	1570	Inlet Protection Barrier	EA	63	\$ 150.00	\$ 9,450.00	\$ 10.00	\$ 630.00	\$ 63.00	\$ 3,969.00	\$ 50.00	\$ 3,150.00	\$ 100.00	\$ 6,300.00
8	1570	Fiber Fabric Fence	LF	320	\$ 5.00	\$ 1,600.00	\$ 3.00	\$ 960.00	\$ 1.90	\$ 608.00	\$ 10.00	\$ 3,200.00	\$ 5.00	\$ 1,600.00
9	2960	Mill existing asphalt pavement 2-inches deep	SY	1,066	\$ 10.00	\$ 10,660.00	\$ 20.00	\$ 21,320.00	\$ 11.25	\$ 11,992.50	\$ 24.00	\$ 25,584.00	\$ 16.00	\$ 17,056.00
10	2713	Overlay driveways and transitions 2-inches thick	SY	1,066	\$ 25.00	\$ 26,650.00	\$ 18.00	\$ 19,188.00	\$ 20.00	\$ 21,320.00	\$ 25.00	\$ 26,650.00	\$ 39.00	\$ 41,574.00
11	2960	Mill existing asphalt pavement 2-inches deep (Wide Hampton Drive)	SY	2420	\$ 10.00	\$ 24,200.00	\$ 10.00	\$ 24,200.00	\$ 4.80	\$ 14,016.00	\$ 7.00	\$ 20,440.00	\$ 4.00	\$ 11,680.00
12	2741	2-inch Type D HMAAC Overlay (Waste Hampton Drive)	TON	321	\$ 100.00	\$ 32,100.00	\$ 120.00	\$ 38,520.00	\$ 141.70	\$ 45,485.70	\$ 136.00	\$ 43,656.00	\$ 120.00	\$ 38,520.00
13	2767	4-inch white stripe (Thermoplastic)	LF	10,200	\$ 1.25	\$ 12,750.00	\$ 1.00	\$ 10,200.00	\$ 0.60	\$ 6,120.00	\$ 0.59	\$ 6,018.00	\$ 0.40	\$ 4,080.00
14	2767	4-inch yellow stripe (Thermoplastic)	LF	10,200	\$ 1.25	\$ 12,750.00	\$ 1.00	\$ 10,200.00	\$ 0.60	\$ 6,120.00	\$ 0.59	\$ 6,018.00	\$ 0.40	\$ 4,080.00
15	2767	6-inch white stripe (Thermoplastic)	LF	200	\$ 2.00	\$ 400.00	\$ 2.00	\$ 400.00	\$ 0.85	\$ 170.00	\$ 0.87	\$ 174.00	\$ 2.00	\$ 400.00
16	2767	12-inch white stripe (Thermoplastic)	LF	945	\$ 2.50	\$ 2,362.50	\$ 5.00	\$ 4,725.00	\$ 2.50	\$ 2,362.50	\$ 2.60	\$ 2,457.00	\$ 3.25	\$ 3,071.25
17	2767	24-inch white stripe (Thermoplastic)	LF	240	\$ 5.00	\$ 1,200.00	\$ 10.00	\$ 2,400.00	\$ 5.00	\$ 1,200.00	\$ 5.31	\$ 1,274.40	\$ 6.50	\$ 1,560.00
18	2767	Reflectorized Pavement Markers (Yellow Ty-A-A)	EA	450	\$ 5.00	\$ 2,250.00	\$ 200.00	\$ 90,000.00	\$ 4.50	\$ 2,025.00	\$ 5.10	\$ 2,295.00	\$ 4.00	\$ 1,800.00
19	2767	Preformed Pavement Marking - Arrow	EA	4	\$ 300.00	\$ 1,200.00	\$ 200.00	\$ 800.00	\$ 280.00	\$ 1,120.00	\$ 302.00	\$ 1,208.00	\$ 250.00	\$ 1,000.00
20	2767	Preformed Pavement Marking - Only	EA	2	\$ 300.00	\$ 600.00	\$ 200.00	\$ 400.00	\$ 400.00	\$ 800.00	\$ 450.00	\$ 900.00	\$ 300.00	\$ 600.00
Subtotal Base Unit Prices					\$ 509,972.50	\$ 487,243.00	\$ 414,589.70	\$ 594,389.70	\$ 633,124.40	\$ 715,571.25	\$ 84,099.00	\$ 744,629.00		

PART 2 - EXTRA WORK ITEMS			Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4		Bidder No. 5		Bidder No. 6	
ITEM #	SPEC #	ITEM	UNIT	QUANTITY	UNIT COST	COST	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
21	2221	Remove existing concrete driveway, including sawcutting and disposal	SF	1,000	\$ 3.00	\$ 3,000.00	\$ 2.00	\$ 2,000.00	\$ 5.00	\$ 5,000.00	\$ 20.00	\$ 20,000.00	\$ 10.00	\$ 10,000.00
22	2754	6-inch Reinforced Concrete Driveway	SF	1,000	\$ 8.00	\$ 8,000.00	\$ 8.00	\$ 8,000.00	\$ 6.00	\$ 6,000.00	\$ 15.00	\$ 15,000.00	\$ 30.00	\$ 30,000.00
23	2321	Conment Stabilized Sand for Base Material (6" Min)	SY	500	\$ 4.00	\$ 2,000.00	\$ 12.00	\$ 6,000.00	\$ 26.75	\$ 13,375.00	\$ 25.00	\$ 12,500.00	\$ 6.00	\$ 3,000.00
24	2922	Soeding	SY	2,222	\$ 4.00	\$ 8,888.00	\$ 5.00	\$ 11,110.00	\$ 6.30	\$ 13,998.60	\$ 3.00	\$ 6,666.00	\$ 4.50	\$ 9,999.00
25	2713	Recycled Crushed concrete base, placed, graded and compacted	TON	50	\$ 75.00	\$ 3,750.00	\$ 50.00	\$ 2,500.00	\$ 51.40	\$ 2,570.00	\$ 106.00	\$ 5,300.00	\$ 30.00	\$ 1,500.00
26	2751	5-foot wide concrete sidewalk	SF	1,000	\$ 8.00	\$ 8,000.00	\$ 7.00	\$ 7,000.00	\$ 11.00	\$ 11,000.00	\$ 15.00	\$ 15,000.00	\$ 20.00	\$ 20,000.00
27	2767	Provide Vehicular Accessibility to Driveway with Steel Plate (per driveway, as directed by Engineer)	EA	8	\$ 500.00	\$ 4,000.00	\$ 500.00	\$ 4,000.00	\$ 310.00	\$ 2,480.00	\$ 1,500.00	\$ 12,000.00	\$ 1,200.00	\$ 9,600.00
Subtotal Extra Unit Items					\$ 33,638.00	\$ 40,610.00	\$ 55,821.00	\$ 54,423.60	\$ 86,466.00	\$ 84,099.00	\$ 64,860.00			

PART 3 - BONUS AND ALLOWANCE			Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4		Bidder No. 5		Bidder No. 6	
ITEM #	SPEC #	ITEM	UNIT	QUANTITY	UNIT COST	COST	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
28		Bonus for On-Time Completion of Phase 1	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
29		Allowance for Extra Traffic Control Devices (as directed by Engineer, cost + 15%)	SF	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
Subtotal Extra Unit Items					\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
TOTAL RIPPLE CREEK PAVEMENT REPAIRS					\$ 603,610.50	\$ 527,853.00	\$ 530,410.70	\$ 708,813.30	\$ 779,590.40	\$ 859,670.25	\$ 869,489.00			



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

AGENDA DATE: July 27, 2021

AGENDA SUBJECT: Discussion and possible action to approve a Resolution of the City Council of the City of Hunters Creek Village, Texas, authorizing the City Administrator to act for the City in connection with the City's receipt and expenditure of grants from the American Rescue Plan and the Coronavirus Local Fiscal Recovery Fund and making other provisions related to the subject.

EXHIBITS: American Rescue Plan Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, AUTHORIZING THE CITY ADMINISTRATOR TO ACT FOR THE CITY IN CONNECTION WITH THE CITY'S RECEIPT AND EXPENDITURE OF GRANTS FROM THE AMERICAN RESCUE PLAN AND THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT

* * * * *

WHEREAS, the City has been notified that it will receive federal grant funds from the American Rescue Plan Act of 2021, (the "Act") as a Non-Entitlement Unit of Local Government, as defined in the Act;

WHEREAS, the distribution of the grant funds will be managed by the Texas Department of Emergency Management through the Coronavirus Local Fiscal Recovery Fund;

WHEREAS, the purposes for which the grant funds may be used are limited by federal statutes and regulations; and

WHEREAS, by accepting such grant funds, the City incurs certain responsibilities and obligations for accounting for the expenditure of the funds and related matters;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hunters Creek Village, Texas:

Section 1. The findings set forth in the preamble of this Ordinance are found to be true and correct.

Section 2. The City Council authorizes the City Administrator to represent the City's interests in connection with the receipt of grant funds from the American Rescue Plan Act of 2021, including filing any applications that may be required and communicating with the Texas Department of Emergency Management regarding distribution of grant funds to the City through the Coronavirus Local Fiscal Recovery Fund.

Section 3. The City Council directs the City Administrator to take such actions as are necessary to insure that: a) any expenditures of the grant funds by the City are made in compliance with the applicable laws and regulations and b) proper records are kept by the City to document its compliance with the applicable laws and regulations.

PASSED, APPROVED, AND RESOLVED this ____ day of _____, 2021.

Jim Pappas
Mayor

ATTEST:

Tom Fullen
Acting City Secretary

DRAFT



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

AGENDA DATE: July 27, 2021
AGENDA SUBJECT: Discussion and possible action to approve a proposal from Van Sant Landscape in the amount of \$36,489.00 for City Median Landscape Beautification.

EXHIBITS: Voss Road Median Improvements



COMMERCIAL LANDSCAPE • MAINTENANCE • IRRIGATION

June 22, 2021

Sent via Email: jstewart@cityofhunterscreek.com

City of Hunters Creek Village
#1 Hunters Creek Place
Hunters Creek Village, Texas 77024

RE: Hunters Creek Village

Dear Mr. James A. Stewart:

The following proposal is to install new plants and bull rock to the median tips along Voss Rd, from the bridge near the church to I-10 (some median tips not included in this proposal).

XII. Median 12:

Remove the Daniella from the front row, install a half ton of bull rock, three pieces of steel edging, transplant one rose to the right side of the bed. Install 18 (4") Yellow Lantana behind the bull rock. On the right side of the roses, install 8 (1-gal) Foxtail Ferns and on the left side install 14 (1-gal) Society Garlic, install 12 (1-gal) Muhly grass down the middle of the bed, install two medium boulders, install 1-yard of mix soil and haul-off all debris: **\$1,447.00 (SP)**

XIII. Median 13:

Remove the Daniella from the front row, install a half ton of bull rock, nine pieces of steel edging, transplant one rose to the right side of the bed. Replace 3 (3-gal) red Knockout roses. Install 18 (4") Yellow Lantana behind the bull rock. On the right side of the roses, install 8 (1-gal) Foxtail Ferns and on the left side install 14 (1-gal) Society Garlic, install 12 (1-gal) Muhly grass down the middle of the bed, install two medium boulders, install 1-yard of mix soil and haul-off all debris: **\$1,882.00 (SP)**

XIV. Median 14:

Install new steel edging in front of the median and at the back of the flowerbed. Install bull rock to the front of the median tip, install 1 (3-gal) Daniella. Transplant plants from the front row to the back of the median and install bull rock on each side of the roses. Install 9 (3-gal) Muhly grass on each side of the roses (18 total). In the back, install 6 (3gal) Daniella at rear left corner, install 6 (3-gal) foxtail ferns, rear right corner, install 8 (3-gal) Daniella in the middle of the roses, install brown steel edging, install 3-yards of mix soil and haul-off all debris: **\$2,465.00 (SP)**

XV. Median 15:

Install new steel edging in front of the median and at the back of the flowerbed. Install bull rock to the front of the median tip, install 1 (3-gal) Daniella. Transplant plants from the front row to the back of the median and install bull rock on each side of the roses. Install 9 (3-gal) Muhly grass on each side of the roses (18 total). In the back, install 6 (3gal) Daniella at rear left corner, install 6 (3-gal) foxtail ferns, rear right corner, install 8 (3-gal) Daniella in the middle of the roses, install brown steel edging, install 3-yards of mix soil and haul-off all debris: **\$2,465.00 (SP)**

XVII: Median 17:

Install new steel edging in front of the median and at the back of the flowerbed. Install bull rock to the front of the median tip, install 1 (3-gal) Daniella. Transplant plants from the front row to the back of the median and install bull rock on each side of the roses. Install 9 (3-gal) Muhly grass on each side of the roses (18 total). In the back, install 6 (3gal) Daniella at rear left corner, install 6 (3-gal) foxtail ferns, rear right

corner, install 8 (3-gal) Daniella in the middle of the roses, install brown steel edging, install 3-yards of mix soil and haul-off all debris: **\$2,465.00 (SP)**

XVIII. Median 18: Past Blehorn Traffic Light toward I-10

Install one ton of bull rock, remove Daniella in the front, install four pieces of steel edging. Behind and in front of the bull rock install 36 (4") Yellow Lantana, install 9 (1-gal) Foxtail along right curb and install 15 (1-gal) Foxtail ferns along the left curb, install 15 (3-gal) Loropetalum in the middle of the roses, install 1-yard of mix soil, two medium boulders and haul-off all debris: **\$1,615.00 (SP)**

XIX. Median 19:

Install new steel edging in front of the median and at the back of the flowerbed. Install bull rock to the front of the median tip, install 1 (3-gal) Daniella. Transplant plants from the front row to the back of the median and install bull rock on each side of the roses. Install 9 (3-gal) Muhly grass on each side of the roses (18 total). In the back, install 6 (3gal) Daniella at rear left corner, install 6 (3-gal) foxtail ferns, rear right corner, install 8 (3-gal) Daniella in the middle of the roses, install brown steel edging, install 3-yards of mix soil and haul-off all debris: **\$2,465.00 (SP)**

XX. Median 20:

Install new steel edging in front of the median and at the back of the flowerbed. Install bull rock to the front of the median tip, install 1 (3-gal) Daniella. Transplant plants from the front row to the back of the median and install bull rock on each side of the roses. Install 9 (3-gal) Muhly grass on each side of the roses (18 total). In the back, install 6 (3gal) Daniella at rear left corner, install 6 (3-gal) foxtail ferns, rear right corner, install 8 (3-gal) Daniella in the middle of the roses, install brown steel edging, install 3-yards of mix soil and haul-off all debris: **\$2,465.00 (SP)**

XXI. Median 21:

Install new steel edging in front of the median and at the back of the flowerbed. Install bull rock to the front of the median tip, install 1 (3-gal) Daniella. Transplant plants from the front row to the back of the median and install bull rock on each side of the roses. Install 9 (3-gal) Muhly grass on each side of the roses (18 total). In the back, install 6 (3gal) Daniella at rear left corner, install 6 (3-gal) foxtail ferns, rear right corner, install 8 (3-gal) Daniella in the middle of the roses, install brown steel edging, install 3-yards of mix soil and haul-off all debris: **\$2,465.00 (SP)**

XXII. Median 22:

Remove the grass at the median tip, install three large boulders, install 12 pieces of steel edging, install 108 (4") Yellow Lantana, 6 (3-gal) Loropetalum, install 12 (3-gal) Foxtail Ferns, 10 (3-gal) Daniella, 1.25-tons of bull rock, 3-yards of mix soil and haul-off all debris: **\$2,976.00 (SP)**

XXIII. Median 23:

Remove the grass at the median tip, install three large boulders, install 12 pieces of steel edging, install 108 (4") Yellow Lantana, 6 (3-gal) Loropetalum, install 12 (3-gal) Foxtail Ferns, 10 (3-gal) Daniella, 1.25-tons of bull rock, 3-yards of mix soil and haul-off all debris: **\$2,976.00 (SP)**

XXIV. Median 24:

Remove the grass at the median tip, install three large boulders, install 12 pieces of steel edging, install 108 (4") Yellow Lantana, 6 (3-gal) Loropetalum, install 12 (3-gal) Foxtail Ferns, 10 (3-gal) Daniella, 1.25-tons of bull rock, 3-yards of mix soil and haul-off all debris: **\$2,976.00 (SP)**

XXV. Median 25:

Remove the grass at the median tip, install three large boulders, install 12 pieces of steel edging, install 108 (4") Yellow Lantana, 6 (3-gal) Loropetalum, install 12 (3-gal) Foxtail Ferns, 10 (3-gal) Daniella, 1.25-tons of bull rock, 3-yards of mix soil and haul-off all debris: **\$2,976.00 (SP)**

XXVI. Median 26:

Remove the grass at the median tip, install three large boulders, install 12 pieces of steel edging, install 108 (4") Yellow Lantana, 6 (3-gal) Loropetalum, install 12 (3-gal) Foxtail Ferns, 10 (3-gal) Daniella, 1.25-tons of bull rock, 3-yards of mix soil and haul-off all debris: **\$2,976.00 (SP)**

The large flowerbed in between median 24 & 25:

Replace the missing 35 (3-gal) Daniella, 11 (3-gal) red, Knockout roses and install 4-yards of mix soil:
\$1,875.00 (SP)

Materials & Labor: \$36,489 (SP)

Should you have any questions please do not hesitate to contact me.

Sincerely,

Jon van Sant

Approved By:



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

AGENDA DATE: July 27, 2021

AGENDA SUBJECT: Discussion and possible action to direct Planning and Zoning to review and make a recommendation on a proposal from Chinese Baptist Church to amend the Specific Use Permit to allow the installation of a canopy on the east side of the main building.

EXHIBITS: Request and Proposal

曉市頓華人浸信會
CHINESE BAPTIST CHURCH



900 Brogden Rd, Houston, TX 77024 • Tel: 713.461.0963 • Fax: 713.461.5186
webinfo@cbchouston.org • www.cbchouston.org

Mayor and City Council

City of Hunters Creek Village

1 Hunters Creek Place

Houston, Texas 77024

Attn: Tom Fullen, City Administrator

Re: Chinese Baptist Church – Canopy Proposal, Request for Specific Use Permit from the City of Hunters Creek Village

Dear Mayor Pappas and Council Members,

Chinese Baptist Church, located at 900 Brogden Road, Houston, Texas 77024, desires to install a canopy onto the east side of the main building for weather protection when dropping off visitors to the church.

We are seeking a Specific Use Permit, pursuant to City Ordinance, as directed by James Stewart, Building Official for Hunters Creek Village.

We request to have a hearing at the next City Council meeting on Tuesday, July 27th.

We have included the \$500.00 fee required for the administration of this matter.

Any questions please contact me at 713-461-0963, or pastorkaiyuen@cbchouston.org.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kai Yuen Choi', located below the 'Sincerely,' text.

Rev. Kai Yuen Choi, Transition Lead Pastor

Chinese Baptist Church

900 Brogden Road

Houston, Texas 77024



Chinese Baptist Church

900 Brogden Road

Houston, Texas 77024

Building Committee:

Chairman: Steven Toy 713-594-5270
toy.house@hotmail.com

Co Chairman : Chester Ng 281-499-4163
cnmhvacr@gmail.com

Chinese Baptist Church Request:

1. Canopy covering for Main Worship Sanctuary over the Circular Drive, Shown as # 1 on Plot Plan.
2. Canopy covering for Nursery Entry shown on Plot Plan #2.

曉市頓華人浸信會
CHINESE BAPTIST CHURCH



C. Neil Scholwinski
Office & Facility Coordinator
neils@cbchouston.org

900 Brogden Rd, Houston, TX 77024 • Tel: 713-461-0963 • www.cbchouston.org

Parking and Traffic Flow Map
(as of 07/14/14)

華人基督教
中華浸信會
華人教會

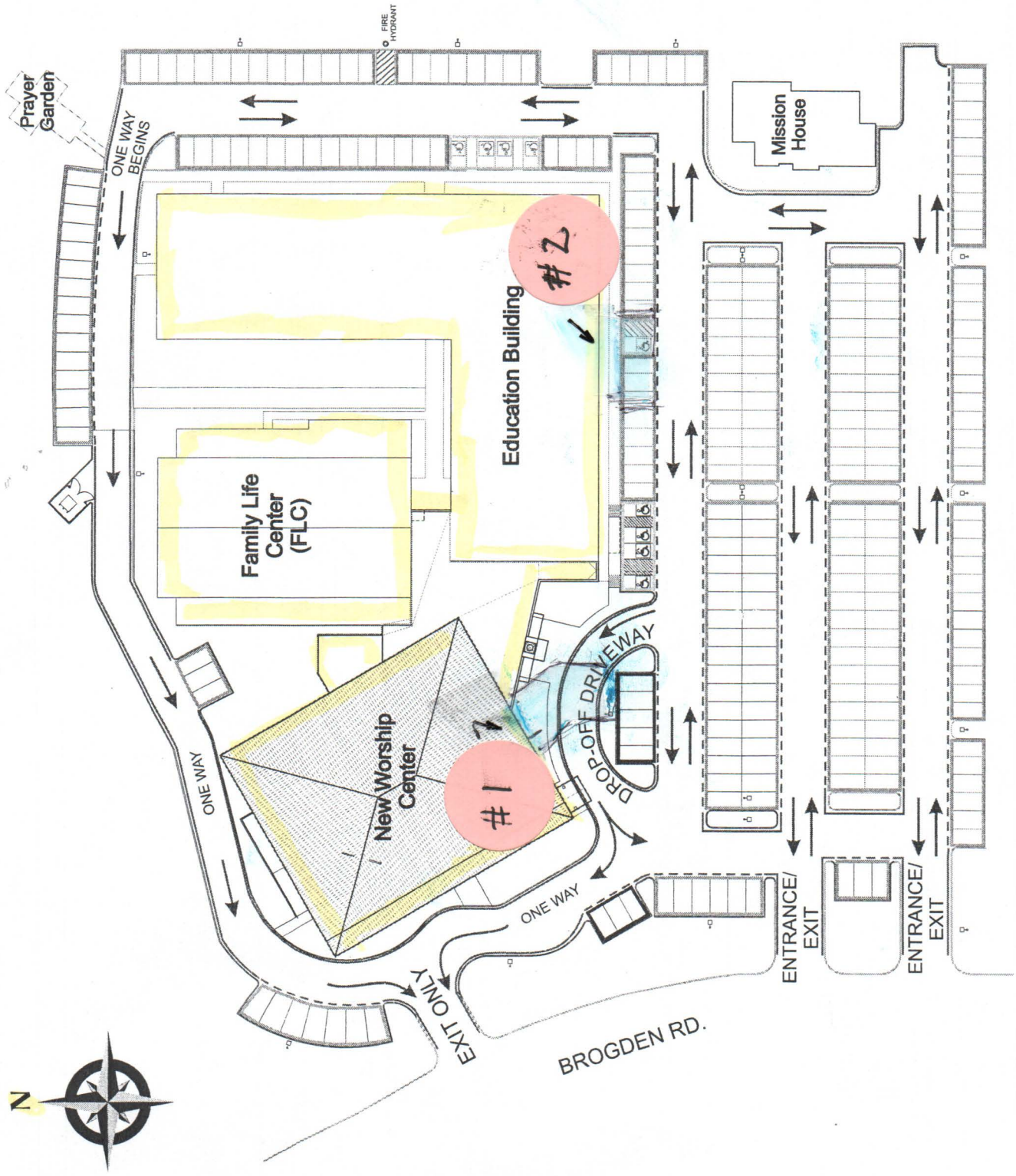
Regular Parking

Visitor Parking

Handicapped, Reserved

No Parking
Driveways, Fire Lanes, etc.

Traffic Flow
One Way, Two Way



#1



Chinese Baptist Church