

MAYOR
Jim Pappas

CITY OF HUNTERS CREEK VILLAGE

CITY COUNCIL
Stuart Marks
Fidel Sapien
Linda Knox
Chip Cowell
Jay Carlton



CITY ADMINISTRATOR
Tom Fullen, MPA, CPM

Notice is hereby given of a regular meeting of the City Council of Hunters Creek Village, Texas, to be held on **Tuesday, March 22, 2022 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items.

Anyone wishing to address the city council during the meeting must notify the City Administrator, Tom Fullen, before the meeting begins by: 1) filling out a speaker request form at the meeting; 2) emailing him at tfullen@cityofhunterscreek.com; or 3) calling him at 713-465-2150.

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- A. Call to order and the roll of elected and appointed officers will be taken.
 - B. Pledge of Allegiance.
 - C. **PUBLIC COMMENTS** *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*
 - D. **REPORTS**
 - 1. City Treasurer Monthly Report **Pgs. 1-5**
 - 2. Police Commissioner Monthly Report **Pgs. 6-22**
 - 3. Fire Commissioner Monthly Report **Pg. 23**
 - 4. Building Official Monthly Report **Pgs. 24-36**
 - 5. City Engineer Monthly Report **Pgs. 37-38**
 - 6. City Administrator Report
 - 7. Mayor and Council Reports and Comments
 - E. **CONSENT AGENDA** *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*
 - 1. Approval of the Minutes of the Regular Meeting on February 22, 2022. **Pgs. 39-42**
 - 2. Approval of the Cash Disbursement Journal for February 2022. **Pgs. 43-44**
 - 3. Approval of the 2021 4th Quarterly Investment Report. **Pg. 45**

F. REGULAR AGENDA

1. Discussion and possible action to approve a proposal from Van Sant Landscape to install & repair Irrigation systems along Voss Road Esplanades. **Pgs. 46-49**
2. Discussion and possible action to refund over paid sales tax to Texas Comptroller of Public Accounts in the amount of \$34,293.46. **Pgs. 50-51**
3. Discussion and possible action to direct Planning and Zoning to review setbacks on non-conforming lots for swimming pools. **Pg. 52**
4. Discussion and possible action to direct Planning and Zoning to consider possible revisions to the setbacks regulations for garages facing side streets on Voss & Memorial. **Pg. 53**
5. Discussion and possible action to decide whether or not to decline the 2021 consumer price index adjustment to the City's telecommunications right-of-way access line rates. **Pgs. 54-56**
6. Discussion and possible action to adopt a resolution suspending CenterPoint Energy's 2022 Annual Gas Reliability Infrastructure Program ("GRIP") rate adjustment for 45 days. **Pgs. 57-61**
7. Discussion and possible action to adopt an ordinance of the City Council of the City of Hunters Creek Village, Texas, declaring that the unopposed candidates for Councilmember Positions nos. 1, 2, and 3 are duly elected; cancelling the May 7, 2022, General Municipal Election; and containing other provisions relating to the subject. **Pgs. 62-64**
8. Discussion and possible action to appoint Pat McClellan to the Fire Commissioner to replace Jay Carlton. **Pg. 65**
9. Discussion and possible action to approve a contract with TX BBG Consulting for building construction inspection. **Pgs. 66-74**
10. Discussion and possible action to modify the amount of the tax exemption granted by the City for residential homesteads owned by citizens who are 65 or older. **Pgs. 75-77**
11. Discussion and possible action to approve the change in the rotation of the chairmanship of the Police Commission as provided in the resolution adopted by the Police Commission at its March 2022 meeting. **Pgs. 78-82**

G. EXECUTIVE SESSION It is anticipated that all, or a portion of the discussion of the following items, if any, will be conducted in closed executive session under

authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.

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

I. ADJOURNMENT

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

CERTIFICATION

I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, #1 Hunters Creek Place, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: March 18, 2022 at 3:30 p.m. and remained so posted continuously for at least 72 hours before said meeting was convened.

_____/s/
Tom Fullen, City Administrator
Acting City Secretary

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

**City of Hunters Creek Village
Monthly Tax Office Report
February 28, 2022**

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

A. Current Taxable Value \$ 3,044,509,642

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

	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
	<u> </u>	<u> </u>	<u> </u>
Original Levy 0.194082	\$ 5,727,601.35		\$ 5,727,601.35
Carryover Balance	-	144,026.48	144,026.48
Adjustments	181,243.84	(1,591.43)	179,652.41
Adjusted Levy	<u>5,908,845.19</u>	<u>142,435.05</u>	<u>6,051,280.24</u>
Less Collections Y-T-D	<u>5,621,363.79</u>	<u>920.12</u>	<u>5,622,283.91</u>
Receivable Balance	<u>\$ 287,481.40</u>	<u>\$ 141,514.93</u>	<u>\$ 428,996.33</u>

C. COLLECTION RECAP:

Current Month:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
	<u> </u>	<u> </u>	<u> </u>
Base Tax	\$ 474,204.99	\$ (379.65)	\$ 473,825.34
Penalty & Interest	6,434.78	17.99	6,452.77
Attorney Fees	-	2.00	2.00
Other Fees	12.37	-	12.37
Total Collections	<u>\$ 480,652.14</u>	<u>\$ (359.66)</u>	<u>\$ 480,292.48</u>

Year-To-Date:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
	<u> </u>	<u> </u>	<u> </u>
Base Tax:	\$ 5,621,363.79	\$ 920.12	\$ 5,622,283.91
Penalty & Interest	6,434.78	187.50	6,622.28
Attorney Fees	-	33.81	33.81
Other Fees	1,760.11	-	1,760.11
Total Collections	<u>\$ 5,629,558.68</u>	<u>\$ 1,141.43</u>	<u>\$ 5,630,700.11</u>

Percent of Adjusted Levy	<u>95.27%</u>	<u>95.29%</u>
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		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	5,992,963.00	5,992,963.00	1,414,251.93	5,579,546.63	-413,416.37	6.90 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	1,169.24	1,397.03	-13,602.97	90.69 %
100-00-41010	FRANCHISE TAXES	370,000.00	370,000.00	29,712.78	51,047.48	-318,952.52	86.20 %
100-00-41015	SALES TAXES	500,000.00	500,000.00	80,376.71	145,052.47	-354,947.53	70.99 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	2,338.92	2,338.92	-17,661.08	88.31 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	3,518.54	3,809.58	-11,190.42	74.60 %
100-00-42035	BUILDING PERMITS	225,000.00	225,000.00	22,715.40	65,765.00	-159,235.00	70.77 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	391.19	770.06	-1,229.94	61.50 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	0.00	408.45	-3,591.55	89.79 %
100-00-43070	METRO RECEIPTS	250,000.00	250,000.00	40,188.36	72,526.24	-177,473.76	70.99 %
100-00-44025	TRAFFIC FINES	75,000.00	75,000.00	12,438.93	24,361.09	-50,638.91	67.52 %
100-00-44027	COURT TECHNOLOGY FUND	2,000.00	2,000.00	215.57	438.54	-1,561.46	78.07 %
100-00-44028	COURT SECURITY FUND	1,500.00	1,500.00	224.60	492.03	-1,007.97	67.20 %
100-00-46030	INTEREST INCOME	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
100-00-48045	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	0.00	-35,000.00	100.00 %
100-00-48055	OTHER INCOME	10,000.00	10,000.00	87.37	87.37	-9,912.63	99.13 %
100-00-48065	AMERICAN RESCUE PLAN ACT	600,000.00	600,000.00	0.00	0.00	-600,000.00	100.00 %
	Revenue Total:	8,122,463.00	8,122,463.00	1,607,629.54	5,948,040.89	-2,174,422.11	26.77 %
Expense							
100-01-71000	SALARIES & WAGES	573,525.00	573,525.00	37,071.84	75,511.12	498,013.88	86.83 %
100-01-71001	LONGEVITY	5,802.00	5,802.00	0.00	0.00	5,802.00	100.00 %
100-01-71002	457B	11,471.00	11,471.00	0.00	0.00	11,471.00	100.00 %
100-01-71025	TMRS	102,260.00	102,260.00	6,934.89	14,122.36	88,137.64	86.19 %
100-01-71030	PAYROLL TAXES	44,310.00	44,310.00	3,562.99	7,585.91	36,724.09	82.88 %
100-01-71105	INSURANCE BENEFITS	123,200.00	123,200.00	10,022.71	19,072.51	104,127.49	84.52 %
100-01-71107	HRA	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
100-01-72045	NOTICES & MAILING	15,000.00	15,000.00	410.92	410.92	14,589.08	97.26 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	711.27	711.27	7,788.73	91.63 %
100-01-72060	TELEPHONE	17,325.00	17,325.00	1,358.87	1,508.87	15,816.13	91.29 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	748.35	748.35	9,251.65	92.52 %
100-01-72062	TUITION REIMBURSEMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-01-72063	CERTIFICATION/LICENSE/EDUCATION	10,200.00	10,200.00	550.00	1,025.00	9,175.00	89.95 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	4,200.00	4,200.00	0.00	270.00	3,930.00	93.57 %
100-01-72108	GEN LIABILITY/PROP/WC INS	22,615.00	22,615.00	0.00	0.00	22,615.00	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	0.00	2,500.00	100.00 %
100-01-75040	OFFICE EQUIPMENT	5,000.00	5,000.00	1,645.62	1,645.62	3,354.38	67.09 %
100-01-76010	COMPUTER SOFTWARE SERVICES	14,700.00	14,700.00	0.00	0.00	14,700.00	100.00 %
100-01-78056	BANK FEES	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
100-01-78115	PUBLIC RELATIONS	23,000.00	23,000.00	1,112.42	1,112.42	21,887.58	95.16 %
100-02-72042	CONSULTING SERVICES	20,000.00	20,000.00	1,041.54	1,484.04	18,515.96	92.58 %
100-02-72085	TAX COLLECTOR/ASSESSOR	62,000.00	62,000.00	0.00	0.00	62,000.00	100.00 %
100-02-72120	AUDITOR	17,500.00	17,500.00	0.00	0.00	17,500.00	100.00 %
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	3,965.00	3,965.00	71,035.00	94.71 %
100-02-72502	CITY ENGINEER	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00 %
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	0.00	100.00	7,400.00	98.67 %

Budget Report

For Fiscal: 2022 Period Ending: 02/28/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-03-72001	VILLAGE FIRE DEPARTMENT	1,658,392.00	1,658,392.00	138,199.34	345,498.34	1,312,893.66	79.17 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,099,750.00	2,099,750.00	174,478.50	529,443.50	1,570,306.50	74.79 %
100-04-72015	GARBAGE SERVICE	550,000.00	550,000.00	42,769.42	42,769.42	507,230.58	92.22 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	7.49	7.49	1,992.51	99.63 %
100-04-72062	TRAVEL/TRAINING - PW	8,500.00	8,500.00	0.00	0.00	8,500.00	100.00 %
100-04-72070	MOSQUITO FOGGING CONTRACT	13,125.00	13,125.00	0.00	0.00	13,125.00	100.00 %
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	3,600.00	3,600.00	154.57	259.75	3,340.25	92.78 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	6,580.00	6,580.00	53,420.00	89.03 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	544.12	544.12	14,455.88	96.37 %
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	75,000.00	75,000.00	3,178.00	3,178.00	71,822.00	95.76 %
100-04-72541	CONTRACT LABOR	35,000.00	35,000.00	3,228.75	4,523.75	30,476.25	87.08 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	230.33	230.33	29,769.67	99.23 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	159.70	159.70	14,840.30	98.94 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	869.00	869.00	2,131.00	71.03 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	1,430.59	1,430.59	98,569.41	98.57 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	1,382.69	1,820.59	28,179.41	93.93 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,975.00	9,975.00	0.00	0.00	9,975.00	100.00 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78540	URBAN FORESTER	15,000.00	15,000.00	1,225.00	1,225.00	13,775.00	91.83 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-05-73000	JUDGES & PROSECUTORS	40,000.00	40,000.00	3,625.00	3,625.00	36,375.00	90.94 %
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	0.00	500.00	100.00 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	30.88	30.88	2,469.12	98.76 %
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	0.00	0.00	1,800.00	100.00 %
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPTI...	500.00	500.00	200.00	200.00	300.00	60.00 %
100-05-73035	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-05-73044	CREDIT CARD FEES	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-05-73045	COURT TAX PD TO STATE	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00 %
100-06-75041	COMPUTER EQUIP. & SOFTWARE	8,500.00	8,500.00	0.00	0.00	8,500.00	100.00 %
100-06-75042	BUILDING OFFICIAL VEHICLE	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
100-06-78064	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
	Expense Total:	6,727,300.00	6,727,300.00	447,429.80	1,071,668.85	5,655,631.15	84.07 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,395,163.00	1,395,163.00	1,160,199.74	4,876,372.04	3,481,209.04	-249.52 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)							
Expense							
200-01-75038	STREET AND MAINTANANCE - RECUR...	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
200-01-75050	REFORESTATION	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
200-01-75053	OUTFALL REPAIRS	730,000.00	730,000.00	0.00	0.00	730,000.00	100.00 %
200-01-75055	STREET SIGN REPLACEMENT	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
200-01-75058	STORM SEWER IMPROVEMENTS	487,500.00	487,500.00	0.00	0.00	487,500.00	100.00 %
200-01-75060	SIDEWALK REPLACEMENT	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
200-01-75064	STREET REPLACEMENT-BEINHORN W...	1,822,500.00	1,822,500.00	0.00	0.00	1,822,500.00	100.00 %
200-01-75066	ESPLANADE BEAUTIFICATION	70,000.00	70,000.00	0.00	0.00	70,000.00	100.00 %
	Expense Total:	3,455,000.00	3,455,000.00	0.00	0.00	3,455,000.00	100.00 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,455,000.00	3,455,000.00	0.00	0.00	3,455,000.00	100.00 %
	Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	1,160,199.74	4,876,372.04	6,936,209.04	336.74 %

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	8,122,463.00	8,122,463.00	1,607,629.54	5,948,040.89	-2,174,422.11	26.77 %
Expense	6,727,300.00	6,727,300.00	447,429.80	1,071,668.85	5,655,631.15	84.07 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,395,163.00	1,395,163.00	1,160,199.74	4,876,372.04	3,481,209.04	-249.52 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	3,455,000.00	3,455,000.00	0.00	0.00	3,455,000.00	100.00 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,455,000.00	3,455,000.00	0.00	0.00	3,455,000.00	100.00 %
Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	1,160,199.74	4,876,372.04	6,936,209.04	336.74 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01)	1,395,163.00	1,395,163.00	1,160,199.74	4,876,372.04	3,481,209.04
200 - CAPITAL IMPROVEMENTS (02)	-3,455,000.00	-3,455,000.00	0.00	0.00	3,455,000.00
Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	1,160,199.74	4,876,372.04	6,936,209.04

2022 Municipal Court Recap

Month	Year 2020					Year 2021					Year 2022				
	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.	255	105C/150W	\$12,104	\$7,689	\$4,415	19	8C/11W	\$7,098	\$4,746	\$2,352	30	18	\$12,675	\$8,623	\$4,052
Feb.	264	116C/148W	\$14,774	\$9,785	\$4,989	24	4C/18W	\$3,424	\$2,226	\$1,198	158	81	\$14,241	\$10,007	\$4,234
March	38	18C/20W	\$11,245	\$7,858	\$3,387	28	15C/13W	\$11,892	\$8,005	\$3,886					
April	4	4C/0W	\$6,487	\$4,903	\$1,583	69	23C/46W	\$13,471	\$9,541	\$3,930					
May	40	21C/19W	\$10,157	\$7,871	\$2,286	99	42C/57W	\$8,686	\$6,410	\$2,276					
June	33	19C/14W	\$5,720	\$4,219	\$1,501	83	45C/38W	\$8,840	\$6,106	\$2,734					
July	11	8C/3W	\$4,710	\$3,420	\$1,290	55	26C/28W	\$6,939	\$4,350	\$2,589					
Aug.	12	8C/4W	\$4,790	\$3,644	\$1,145	76	41C/36W	\$12,216	\$8,633	\$3,583					
Sept.	28	18C/10W	\$3,597	\$2,715	\$882	165	101C/64W	\$9,542	\$3,655	\$2,887					
October	59	33C/26W	\$3,677	\$2,787	\$890	168	97C/71W	\$19,129	\$12,046	\$7,083					
Nov.	79	56C/23W	\$3,072	\$2,154	\$918	169	66C/103W	\$15,724	\$9,541	\$6,183					
Dec.	64	34C/30W	\$3,351	\$2,438	\$975	124	54C/70W	\$13,710	\$8,496	\$5,214					
TOTAL	887	440C/447W	\$83,682	\$59,484	\$24,261	1079	522C/485W	\$130,670	\$83,755	\$43,916	188	99	\$26,916	\$18,630	\$8,286
Monthly Avg	73.92	37C/37W	\$6,973.50	\$4,956.98	\$2,021.74	89.9	44C/40W	\$10,889.17	\$6,979.55	\$3,659.63	15.7	8.3	\$2,243.01	\$1,552.48	\$690.53

*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



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

Raymond Schultz
Chief of Police

March 13, 2022

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: February Monthly Report

During the month of February MVPD responded/handled a total of 3,588 calls/incidents. 2,510 House Watch checks were conducted. 429 traffic stops were initiated with 771 citations being issued for 798 violations. (Note: 8 Assists in Hedwig, 73 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:	984/2,175	748/1,698	4	210/53/263	3@4:35
Piney Point:	1,011/2,323	714/1,757	5	170/82/252	3@5:31
Hunters Creek:	1,476/2,690	1,048/1,902	6	204/79/283	5@3:29
				Cites/Warn/Total	11@4:20

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	130	Ord. Violations:	11	Speeding:	137
Accidents:	15	Information:	21	Exp. Registration:	80
ALPR Hits:	53	Suspicious Situations	97	No Ins:	87
Assist Fire:	32	Loud Party	8	No License	89
Assist EMS:	31	Welfare Checks:	7	Stop Sign	18

*This month the department generated a total of 74 police reports.
 BH-14, PP-20, HC-39, HOU - 1 HED - 0*

Crimes Against of Persons (0)

Crimes Against Property (12)

Burglary of a Motor Vehicle	6	Theft	1
Burglary of a Habitation	1	Fraud/ID	4

Petty/Quality of Life Crimes/Events (62)

ALPR Hits (valid)	4	Information Reports	5
Misc. Reports	28	Possession of CS	8
DWI	7	Warrants	10

Arrest Summary: Individuals Arrested (23)

Warrants	10	Felony	2
Class 3 Arrests	11		

Budget YTD:	Expense	Budget	%
• Personnel Expense:	623,241	5,222,098	11.9%
• Operating Expense:	207,259	959,152	21.6%
• Total M&O Expenditures:	830,500	6,181,250	13.4%
• Capital Expenses:	9,596	178,000	5.4 %
• Net Expenses:	840,096	6,359,250	13%

Follow-up on Previous Month Items/Requests from Commission

- Staff started initial 2023 budget preparations.
- Public Sector Personnel Consultants notified us that they have initiated their work on the Compensation and Benefit Survey.

Personnel Changes/Issues/Updates

- All personnel have returned to work with no additional cases of Covid being reported.
- The department remains down two sworn positions. We continue to advertise on-line and through word of mouth as well as personal/individual contact with qualified applicants.
- The two newest dispatchers have taken their state dispatcher examinations and passed the certification process.
- Staff has initiated the 2022/2023 MOE training cycle for all personnel. Training will include ECA emergency medical updates, defensive tactics, harassment in the workplace, less-than lethal review and policy updates.

Major/Significant Events

- On February 5, 2022, the MVPD hosted the Houston Area Ferrari Club for their Annual Groundhog Day Car Show and Fun Run. Over 40 cars were on display at the MVPD. The group was then escorted to the city limits as they left for their annual cruise.
- On February 14th several unlocked cars and 2 garages were broken into during the early morning hours. MVPD detectives were able to ID the suspects through use of Leads-On-Line software and the ALPR system. Arrest warrants are pending.
- MHS students and Piney Point residents, Hunter and Harrison Lee organized the Second Annual Birdies Fore Blues Golf Tournament for the MVPD Foundation on February 17, 2022. The sold-out event was extremely successful raising over \$150,000 for the Foundation. The 2-year total exceeds \$330,000.
- 2/19/22 a resident and her dog were attacked when a Pitbull broke free from its owner. The victims “Yorkie” was killed by the larger aggressive dog. The owner of the Pitbull had left the area quickly with the dog and did not identify herself. MVPD used VLINC and within minutes of describing the aggressive dog and the person walking the dog we received 6 tips from other residents. The owner was contacted and agreed to put the dog down due to it having been involved in other aggressive acts.

Status Update on any Major Projects

- The cities of Bunker Hill and Piney Point both agreed to the 2022/2023 Healthcare RFP proposal to stay with United Healthcare and the ancillary insurance providers and all three cities to include Hunters Creek accepted and approved the 2021 final budget line-item amendment.

V-LINC new registrations in February: +17

BH – 1445(+8)

PP – 1042 (+5)

HC – 1481 (+3)

Out of Area – 493 (+1)

February VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 9 4:33

Fire – 1 6:46

EMS – 8 4:17

By Village

BH Fire – 0 0

BH EMS – 3 4:35

PP Fire – 1 6:46

PP EMS – 2 4:54

HC Fire -0 0

HC EMS -3 3:33

Combined VFD Events (Priority + Radio)

Total – 37 4:43

Fire – 22 4:31

EMS – 15 5:01

Radio Call Events

Total – 28 4:48

Fire- 21 4:23

EMS- 7 5:32

Radio Call Events by Village

BH – 6 2:56

PP – 11 5:12

HC – 11 5:01

2022 Burglary Map

Address

233 Merrie Way No Alarm POE
706 Country Lane No Walk-in UNL Door
Garage UNL Door

2022 Robberies

Address

MO



Daytime Burglary



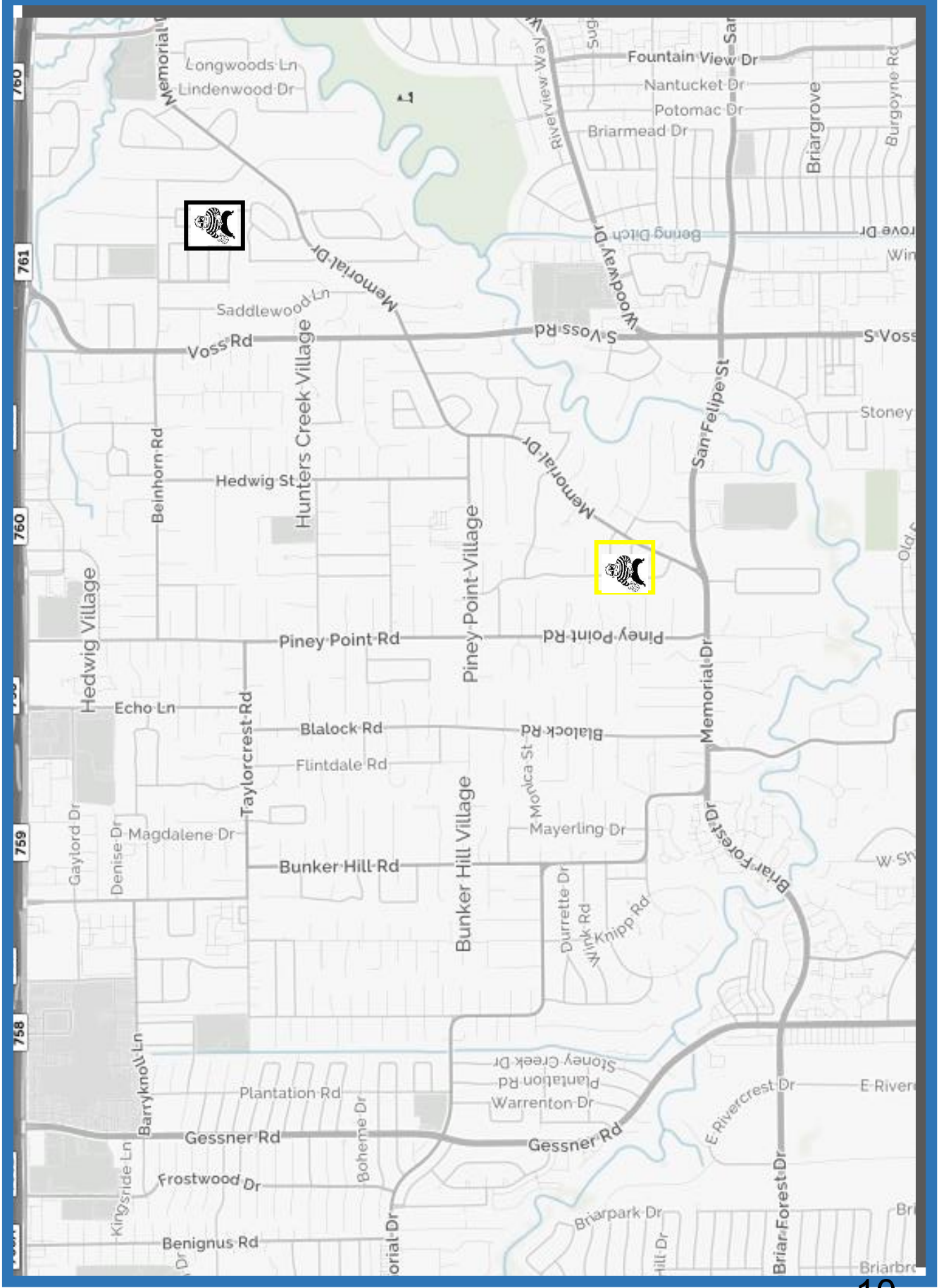
Nighttime Burglary



Robbery

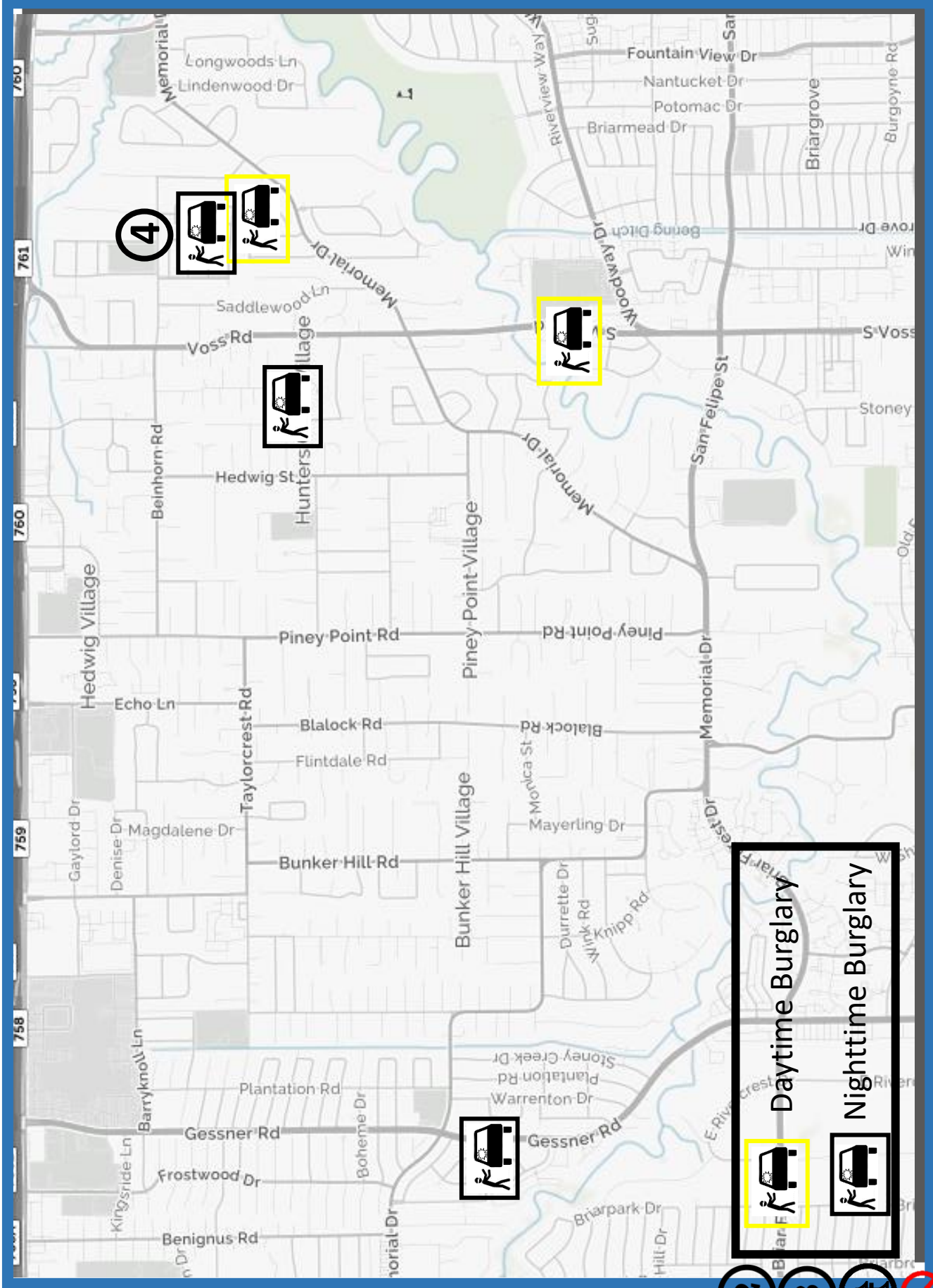


2/28/22



2022 Auto Burglary Map

Address	POE
243 Gessner 22-0042	UNL Vehicle
614 Hunters Grove 22-0046	UNL Vehicle
215 Voss	UNL Vehicle
634 Saddlewood	UNL Vehicle
626 Saddlewood	UNL Vehicle
10710 Bridlewood	UNL Vehicle
718 Camelot	UNL Vehicle
708 Country	UNL Vehicle



2022 Total Incidents

2022	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	20	54	76	14	3781	2849	1191	950	1312	1043	1214	854
February	0	12	62	74	23	3588	2510	984	748	1011	714	1476	1048
March													
April													
May													
June													
July													
August													
September													
October													
November													
December													
Total	2	32	116	150	37	7369	5359	2175	1698	2323	1757	2690	1902

2021 Totals	21	251	712	984	153	96885	83432	34182	30460	25843	22003	35623	30831
Difference													
% Change													

2022 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	* 1:12:06	0:25:57													
BIEHUNKO, JOHN	18:43:22	2:22:28											3	14	
BOGGUS, LARRY	* 15:04:47	5:53:12												1	
BURLESON, Jason	12:07:07	8:50:51											1	3	
CANALES, RALPH EDWARD	15:47:48	12:59:21											1	11	
CERNY, BLAIR C.	* 10:28:34	4:46:23													
ECKERFIELD, Dillion	14:43:31	50:20:55											12	51	
HARWOOD, NICHOLAS	8:52:50	12:08:28											5	9	
JARVIS, RICHARD	15:27:18	13:08:35												21	
JONES, ERIC	* 0:00:00	0:00:00													
KELSO JR, RONALD K	18:23:38	18:34:45											6	18	
KUKOWSKI, Andy	8:41:08	29:17:18											5	47	
LOWRIE, Andy	22:19:30	25:03:32											3	24	
MCELVANY, ROBERT	15:57:19	16:56:24											3	15	
MILLER, OSCAR	* 2:11:11	0:26:31													
NASH, CHRISTOPHER	5:48:17	8:01:05											1	6	
Ortega, Yesenia	13:37:44	13:06:03												22	
OWENS, LANE	* 1:19:54	0:00:00													
PAVLOCK, JAMES ADAM	7:53:53	12:46:08											5	41	
RODRIGUEZ, CHRISTOPHER	* 3:33:25	1:10:27													
SCHANMEIR, CHRISTIAN	13:46:24	13:54:19											4	27	
SCHULTZ, RAYMOND	* 0:08:10	0:19:11													
SILLIMAN, ERIC	18:28:11	21:46:57											6	24	
SPRINKLE, MICHAEL	2:24:25	3:42:07												3	
TAYLOR, CRAIG	14:23:05	8:57:33											1	22	
TORRES, PATRICK	17:51:27	15:18:21											1	30	
VALDEZ, JUAN	12:53:25	15:40:46											3	11	
VASQUEZ, MONICA	17:21:21	13:46:27											3	11	
WHITE, TERRY	19:20:30	25:56:34											7	24	
WILLIFORD, Adam	2:52:41	16:38:20											4	18	
* = Admin												Total	74	453	

Dispatch Committed Time	Totals
911 Phone Calls	569
3700 Phone Calls	4409
DP General Phone Calls*	

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

Hedwig
7

Bunker Hill
1

Piney Point
1

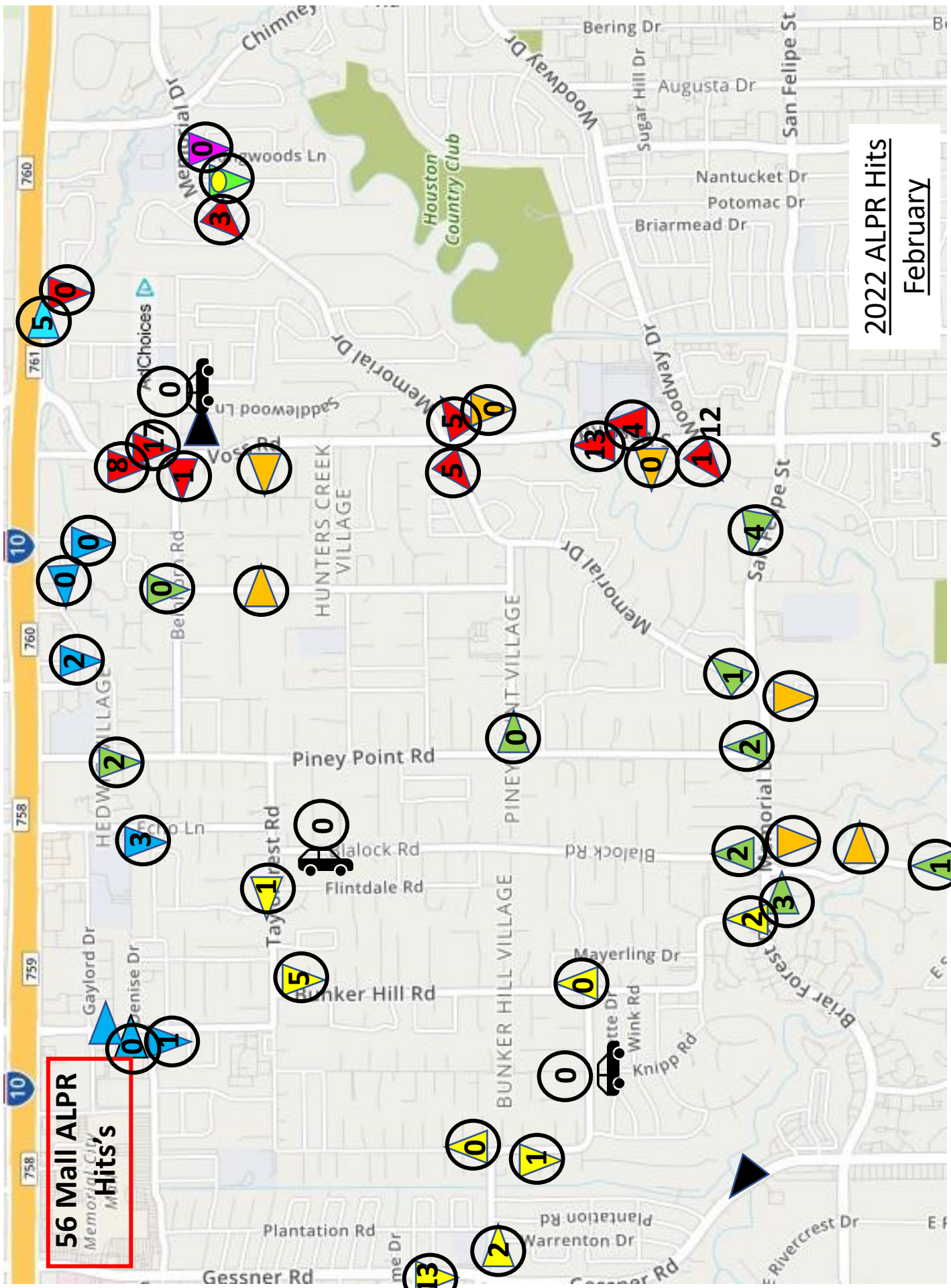
Hunters Creek
2

Frequent Mobile Locations
1

Total Hits
132

14

56 Mall ALPR Hits



2022 ALPR Hits
February

Lindenwood HOA
1

Longwoods HOA
1

US Coins
1

In Process
1

HOA Systems
1

2/28/22

Hedwig



Bunker Hill



Piney Point



Hunters Creek



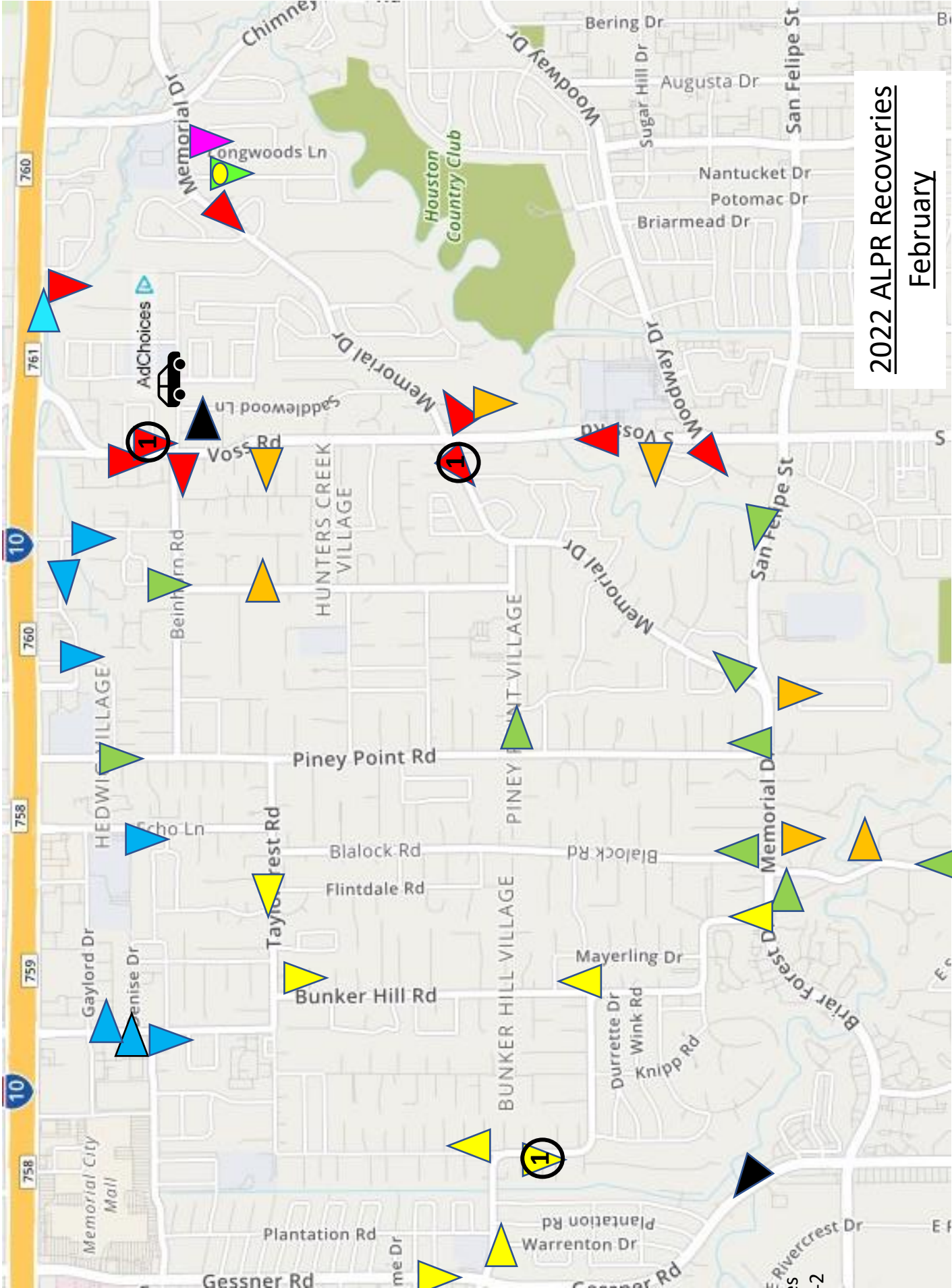
Frequent Mobile Locations



6 Recovered Vehicles Recovered Plates - 2



Investigative Leads



2022 ALPR Recoveries
February

Lindenwood HOA



Longwoods HOA



US Coins



In Process



HOA Systems



2/28/22

Num	Plate	Vehicle	ALPR Recoveries			Links	Date
			Loc	Val	Val		
1	PYW1930	Jeep Pat	6	\$	18,000.00	Missing Peson	5-Jan
2	NSZ6202	Chev SPK	19	\$	14,000.00	Fugitive	9-Jan
3	LBH7413	Toy Cam	8	\$	18,000.00	Burg/Warr	13-Jan
4	36268G6	Niss Sent	24	\$	14,500.00		14-Jan
5	PSS6946	ChevImpal:	22	\$	21,000.00		20-Jan
6	27517B1	BlkLexus	21	\$	34,000.00	FelWarrant	30-Jan
7	JMH0296	Ford Must	17	\$	23,500.00		1-Feb
8	AL32592	U-HAUL	Station	\$	70,000.00	Poss Meth	24-Feb
9	NPS2672	Ford F150	20	\$	45,000.00	Carjacking	25-Feb
10	KPH5017	LexG43	17	\$	18,500.00	Warr	3-Mar
11	NVT0203	Chev Mal	103	\$	16,000.00	Warr	8-Mar
12	C337283	Chev1500	Coins	\$	21,000.00	Fugitive	13-Mar

Plate Recoveries		
Plate Recover	Date	Links
IS11QH	1/4/2022	
63B374	1/4/2022	
39496Y1	2/18/2022	same plate on 2 cars
39496Y1	2/18/2022	same plate on 2 cars
NBB1660	3/3/2022	
LJS3735	3/7/2022	
KTB3323	3/10/2022	Recovered 100+ CC's

8 of 11 involved in other crimes = 65%

Firearm in vehicle
Temp Tag

13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

2022 Value	\$	313,500.00		
54 2021 Value	\$	1,683,601.00		75
2020 Value	\$	1,147,500.00	Recovered	61
2019 Value	\$	438,000.00	Recovered	22
Program Total	\$	3,582,601.00		158

INVESTIGATIVE LEADS

Total Value

2022 ALPR Data Report

Plate Reads Summary

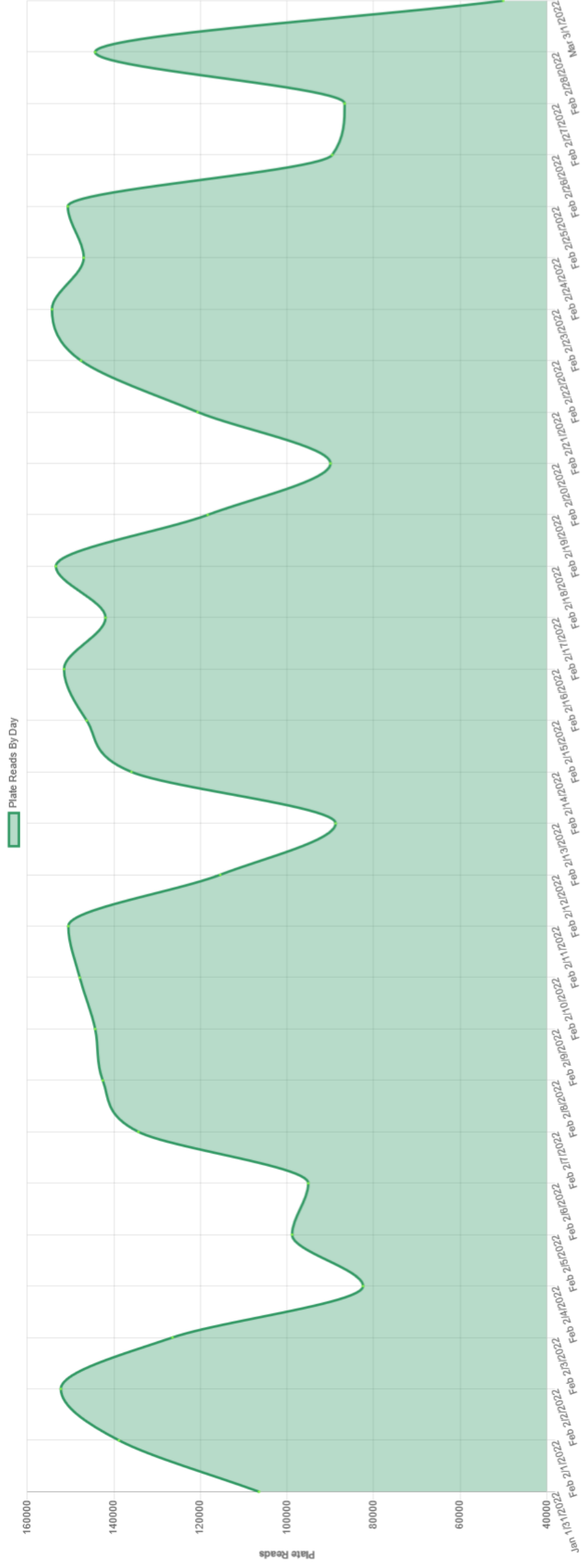
Total Plate Reads:
3,751,980

Export 

Jan 31 - Mar 1

Cameras (30) ▾

Search



Unique Plate Reads Summary

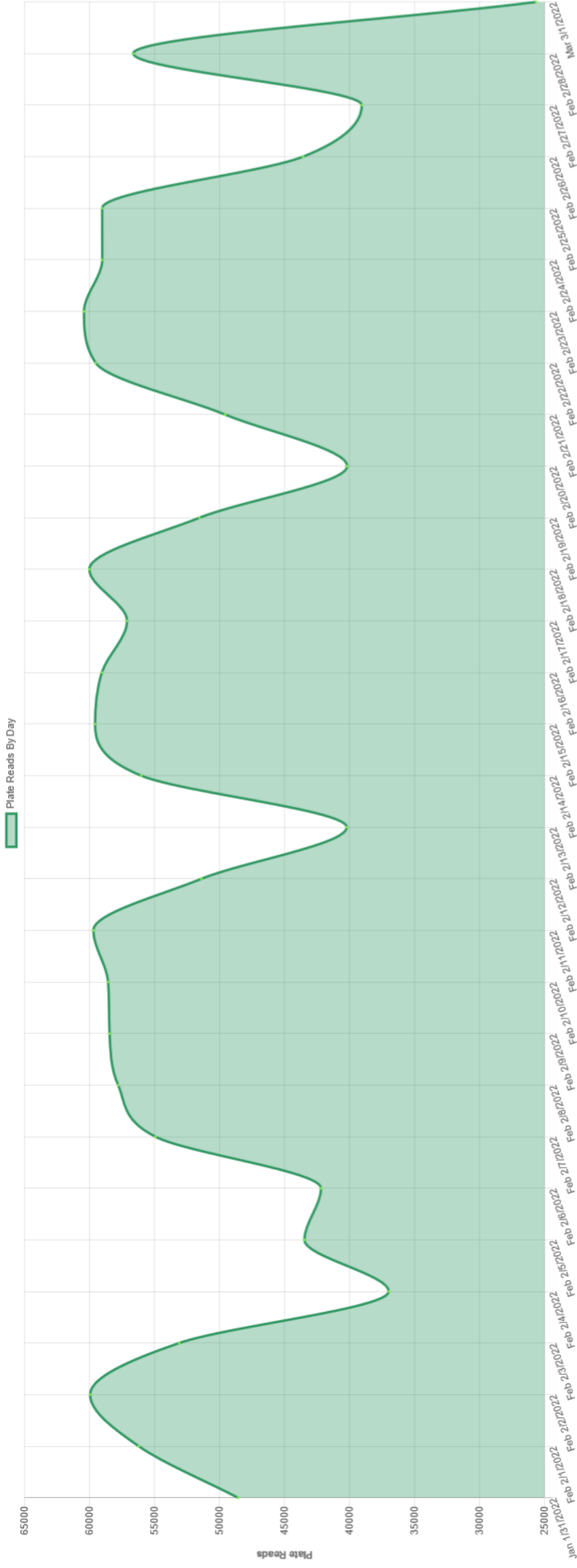
Total Unique Plate Reads:
1,557,858

Export 

Jan 31 - Mar 1

Cameras (30) ▾

Search



Hits Report

Total Hits:
132

Export  CSV

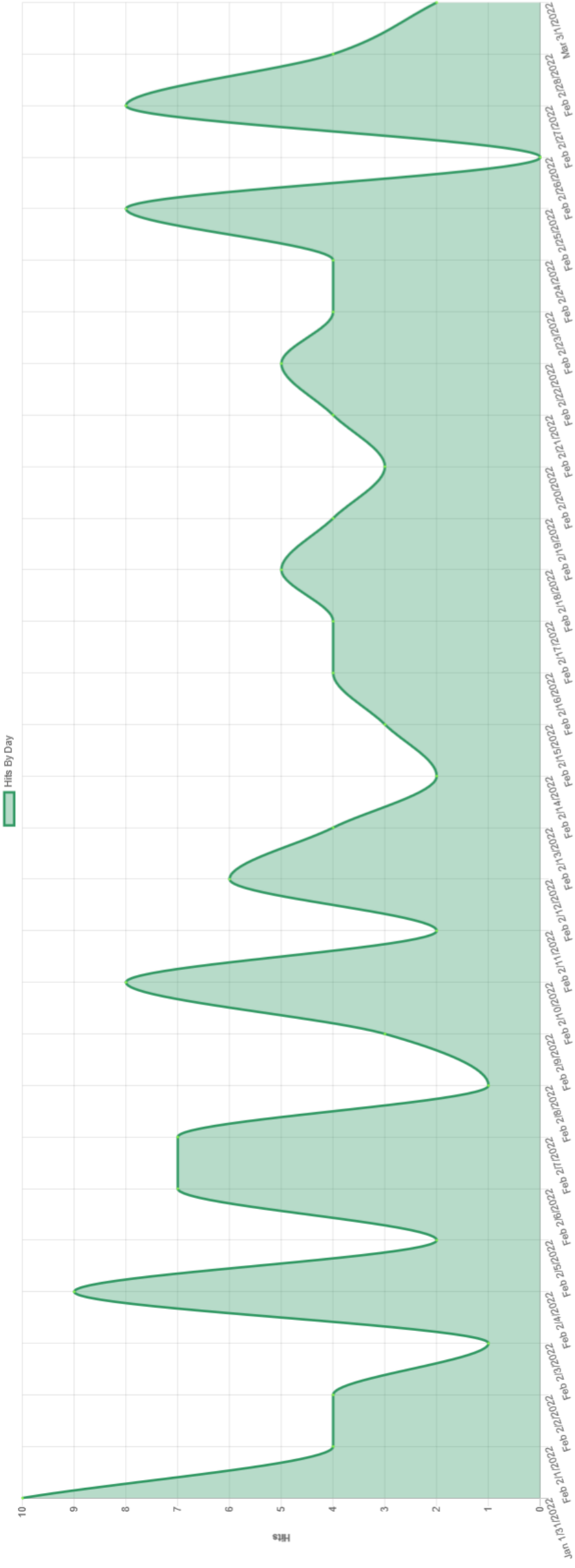
Jan 31 - Mar 1

Search

Topics (13) ▾

Cameras (30) ▾

All Categories



Hits Report

Total Hits:
103

Export 

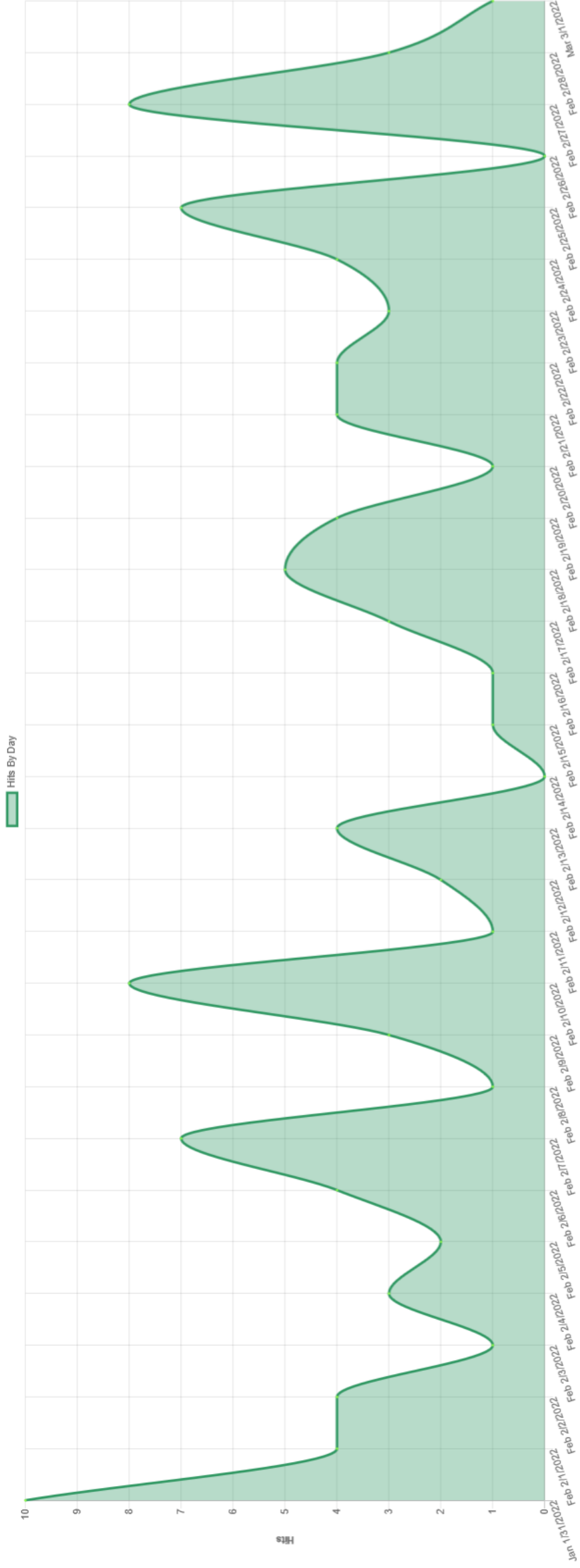
Jan 31 - Mar 1

Topics (6) ▾

Cameras (30) ▾

Search

Top 6 Categories



Hits Report

Total Hits:

3

Export 

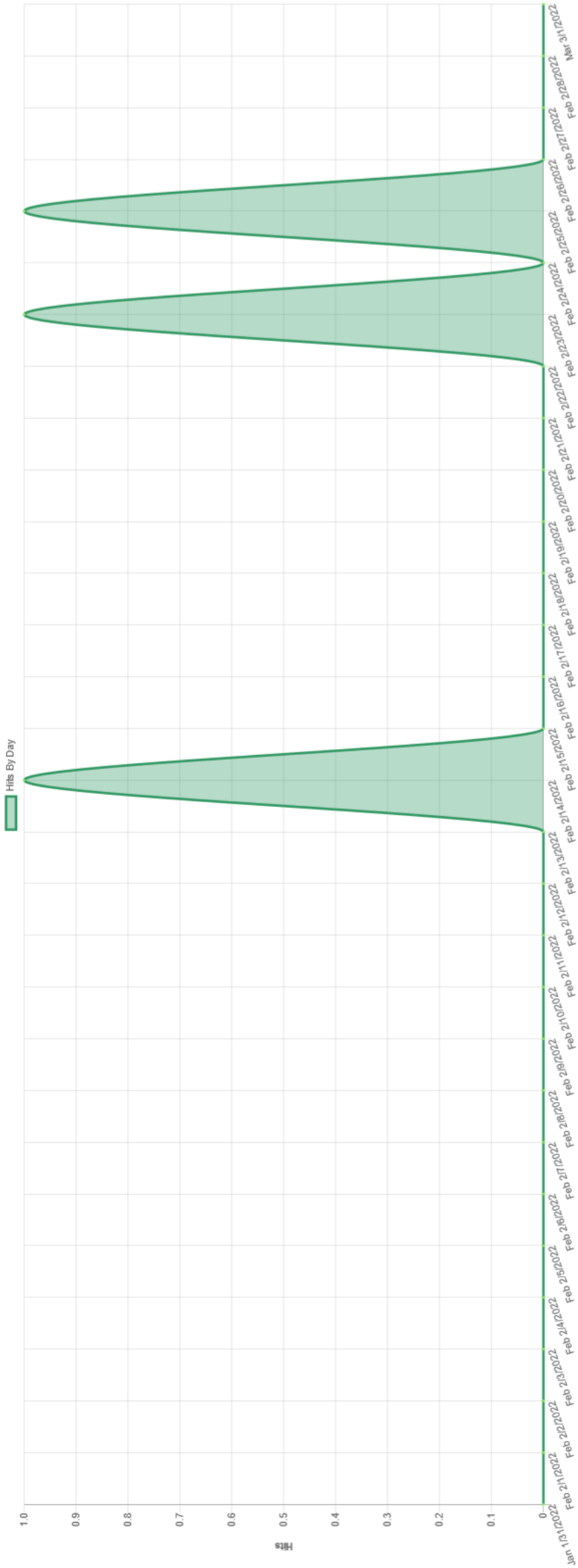
Jan 31 - Mar 1

Search

Topics (1) ▾

Cameras (30) ▾

Sex Offenders Only Hits



Hits/Reads By Camera

1 13/194,388
2 2/192,848
3 0/0
4 2/138,599
5 2/84,544
6 1/27,245
7 3/237,131
8 1/224,056
9 2/60,918
10 1/110,625
11 0/51,442
12 2/75,842
13 0/0
14 1/86,581
15 0/6,378
16 3/81,292

17 5/124,915
18 5/150,650
19 17/363,461
20 8/316,590
21 15/349,016
22 13/330,010
23 4/225,100
24 4/97,164
25 0/59,314
26 0/32,715
29 Riverbend 1/4,826
Station 1/71,000
#174 0/11,013
Trailer 0/4,530
Strey 0/45,870

Total Reads – 3,751,980

Unique Reads – 1,557,858

Hits- 132

6 Top Hit List- 103

1	Total Number of Incidents 2022																											
	2		3		4		5		6		7		8		9		10		11		12		13		14		15	
	Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90%	Natl. Stand 10:30 ALS Resp Time	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	% of 2021 Calls are:	Fire	EMS	Fire Alarms	% of Fire Calls												
Bunker Hill Village	33	22	55	11	3:50	100%	6:23	100%	5	5:14	100%	60%	40%	17	52%													
Hedwig Village	35	34	69	22	2:56	100%	3:02	100%	6	3:07	100%	51%	49%	17	49%													
Hilshire Village	7	8	15	5	3:47	100%	4:46	100%	0	0:00		47%	53%	3	0%													
Hunters Creek Village	38	26	64	15	4:35	100%	5:47	100%	5	2:30		59%	41%	22	58%													
Piney Point Village	33	16	49	10	4:38	100%	4:50	100%	3	3:27	100%	67%	33%	18	55%													
Spring Valley Village	26	39	65	18	3:11	100%	4:22	100%	5	4:12	100%	40%	60%	6	23%													
Houston	14	0	14																									
Totals	186	145	331	81	3:49	100%	4:51	100%	24	3:25	100%	56%	44%	83	39%													

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
Chip Cowell
Jay Carlton
Linda Knox



CITY ADMINISTRATOR
Tom Fullen, MPA, CPM

Building Official Monthly Report

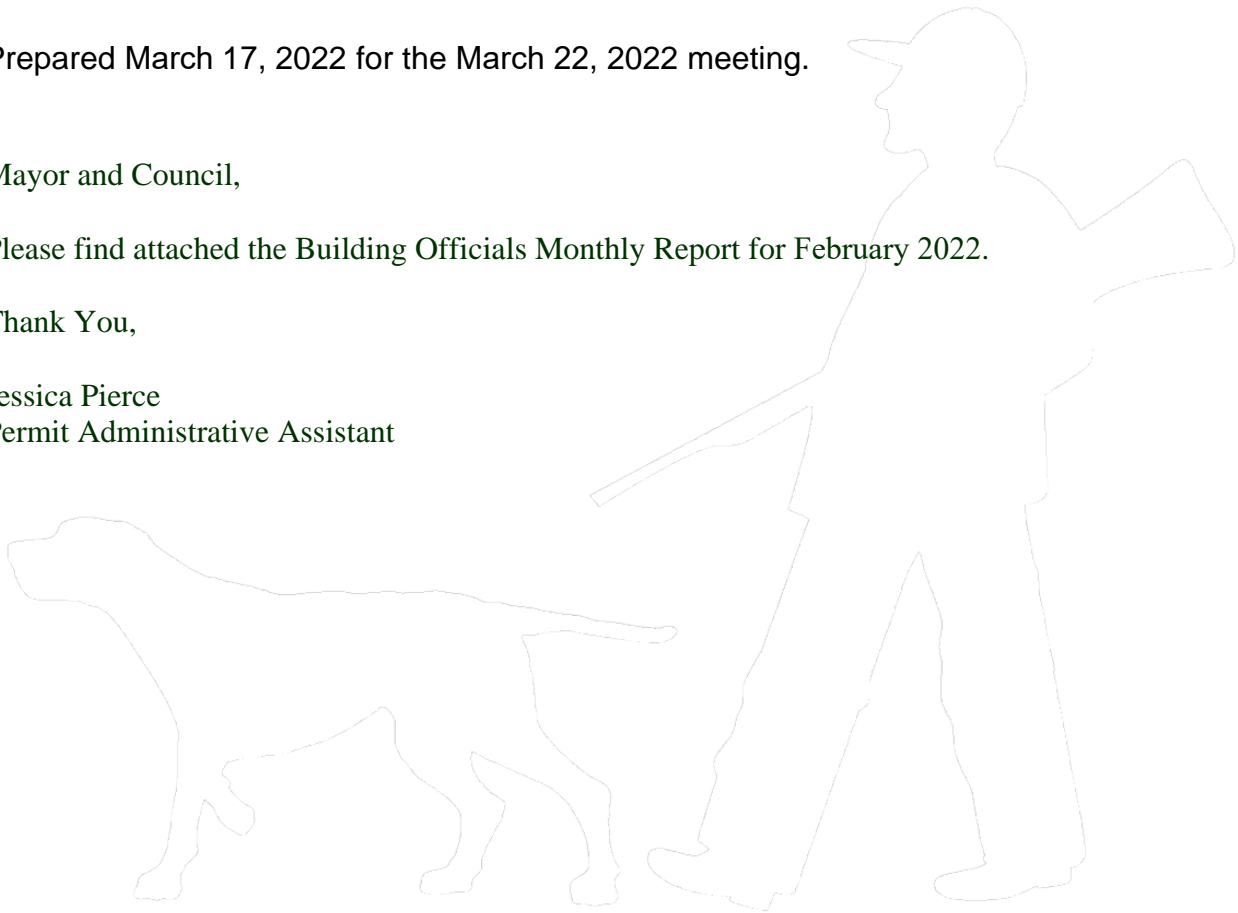
Prepared March 17, 2022 for the March 22, 2022 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for February 2022.

Thank You,

Jessica Pierce
Permit Administrative Assistant



**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	26	\$31,787	3	14	\$2,365	21	\$3,485	61	\$37,367	\$4,347,372
August	27	\$16,496	0	23	\$4,265	54	\$7,960	104	\$28,721	\$3,570,864
September	19	\$34,387	2	21	\$4,025	33	\$6,575	73	\$44,987	\$5,535,127
October	23	\$24,797	1	22	\$4,405	30	\$4,895	75	\$34,097	\$4,061,891
November	31	\$38,585	2	36	\$5,625	16	\$3,325	83	\$47,535	\$5,919,766
December	37	\$53,801	5	21	\$3,035	35	\$7,890	93	\$64,726	\$10,576,710
Total	317	\$303,408	19	238	\$40,595	367	\$61,980	929	\$406,072	\$53,835,336

**City of Hunters Creek Village
Permit Activity Report (Issued) - 2022**

Month	Building			Electrical		Mech & Plumbing		Total		Valuation
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	\$
January	21	\$28,575	2	29	\$5,735	34	\$7,465	84	\$41,775	\$3,260,398
February	32	\$9,165	0	19	\$4,317	46	\$7,160	97	\$20,642	\$1,410,185
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Total	53	\$37,740	2	48	\$10,052	80	\$14,625	181	\$62,417	\$4,670,583

**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	139	113	81.3	26	18.7
August	170	155	91.2	15	8.8
September	186	163	87.6	23	12.4
October	188	164	87.2	24	12.8
November	124	113	91.1	11	8.9
December	188	174	92.6	14	7.4
Total	1838	1604	87.2	234	12.8

**City of Hunters Creek Village
Inspection Activity Report - 2022**

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
Month					
January	184	169	91.8	15	8.2
February	201	188	93.5	13	6.5
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
Total	385	357	92.7	28	7.4

Inspections with Odometer Readings, by Inspector and Vehicle

Mar 17, 2022 4:10 PM
 Jessica Pierce
 City of Hunters Creek Village

Date Range (inclusive): Tue Feb 01 2022 to Mon Feb 28 2022
 Inspection Department: Building Permit Inspections

BBG Consulting, Inc (BBG)									
Odometer	Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Fee?	Reinsp Result	Correction	Notes
Vehicle ID:									
	202100332	402 Timberwilde Lane	Bld-Final	2/1/22		No	NC		Disapproved - HVAC permit required.
	202100836	411 Hunterwood Drive	Insulation	2/1/22		No	Pass		
	202100331	11002 Huntwyck Dr	P Final	2/2/22		No	Pass		
	202100861	10830 ROARING BROOK LN	P Sewer	2/2/22	Y	No	Pass		[Entered 1/28/2022 by BBG]: Disapproved- no water test
	202100912	10813 LONG SHADOW LN	Demo F	2/2/22		No	Pass		
	202200006	10803 Timberglen Drive	Foundation	2/2/22		No	Pass		
	202200027	10709 Marsha Lane	F Post Hole	2/2/22		No	Pass		
	202200064	830 Country Lane	M Final	2/2/22		No	Pass		
	202200066	11010 Kemwood Dr	P Layout	2/2/22		No	Pass		
	202200082	209 FLEETWAY DR	E Rough	2/2/22		No	Pass		
	202200084	13 SLEEPY OAKS CIR	E Rough	2/2/22		No	Pass		
	202200085	11010 Huntwyck Drive	P UnderG	2/2/22		No	Pass		Correct and proceed - add nail plates at drain.
	202100270	10915 KIRWICK DR	E TCI	2/3/22		No	Pass		
	202100455	3 Sleepy Oaks Circle	Frame R	2/3/22		No	Pass		
	202100902	10706 Beinhorn Rd	Bld-Final	2/3/22		No	Pass		
	202100925	10802 HUNTERS FOREST DR	E Final	2/3/22		No	NC		Disapproved; House Locked, no access.
	202200081	1107 River Glyn Drive	P Final	2/3/22		No	Pass		
	202200086	23 Willowron Dr	Shower Pan	2/3/22		No	Pass		

202200090	4 PINEWOOD CIR	M Rough	2/3/22		No	Pass	
202200091	10706 Beinhorn Rd	E Rough	2/3/22		No	Pass	
202200091	10706 Beinhorn Rd	E Final	2/3/22		No	Pass	
202100666	118 Willowend Dr	Gas Test	2/4/22		No	Pass	
202200092	603 Shartle Circle	P TO/Rough	2/4/22		No	Pass	
202100487	406 Ripple Creek Drive	TCI	2/7/22		No	Pass	
202100632	330 Hunters Trail St	E Underg	2/7/22	Y	No	Pass	Location approved.
202100792	10615 Twelve Oaks Drive	E Underg	2/7/22		No	Pass	
202100792	10615 Twelve Oaks Drive	E TCI	2/7/22		No	Pass	
202200093	30 Willowron Dr	P UnderG	2/7/22		No	Pass	
202200093	30 Willowron Dr	P GL & GT	2/7/22		No	Pass	
202200096	11015 Huntwyck Drive	F Post Hole	2/7/22		No	Pass	
202200100	1 Bridlewood Ct	Gas Test	2/7/22		No	Pass	
202200101	615 Shartle Cir	M Rough	2/7/22		No	Pass	
202100888	773 PIFER RD	P UnderG	2/8/22		No	Pass	
202100925	10802 HUNTERS FOREST DR	E Final	2/8/22	Y	Yes	NC	Disapproved-breaker and panel will not reset.
							[Entered 2/3/2022 by BBG]: Disapproved; House Locked, no access.
202200016	405 Lindenwood Drive	DW Steel	2/8/22	Y	No	Pass	Driveway Approaches
202200029	8443 Hunters Creek Dr	M Rough	2/8/22		No	Pass	
202200071	339 Hunters Trail	E Underg	2/8/22		No	Pass	
202200097	402 Timberwilde Lane	M Rough	2/8/22		No	Pass	
202200097	402 Timberwilde Lane	M Hood V	2/8/22		No	Pass	
202200097	402 Timberwilde Lane	M Final	2/8/22		No	Pass	
202100332	402 Timberwilde Lane	Bld-Final	2/9/22	Y	No	Pass	[Entered 2/1/2022 by BBG]: Disapproved - HVAC permit required.
202100383	13 SLEEPY OAKS CIR	Frame R	2/9/22		No	Pass	"Correct and proceed: add joist hangers at attic stair draft stop at fireplace"

202100397	402 Timberwilde Lane	P Final	2/9/22		No	Pass	
202100486	318 Lindenwood Drive	P UnderG	2/9/22		No	Pass	
202100486	318 Lindenwood Drive	P GL & GT	2/9/22		No	Pass	
202100710	843 Country Ln	H-Strap	2/9/22		No	Pass	
202100806	590 Hedwig Road	M Final	2/9/22		No	Pass	
202100871	422 Thamer Lane	Foundation	2/9/22		No	Pass	
202200004	8333 Katy Freeway	M Rough	2/9/22	Y	No	Pass	
202200027	10709 Marsha Lane	F Final	2/9/22		No	Pass	
202200033	10902 WICKWILD ST	ET-Pole	2/9/22		No	Pass	
202200075	10922 ROARING BROOK LN	P UnderG	2/9/22		No	Pass	
202200089	10815 Briar Branch Ln	E Final	2/9/22		No	Pass	
202200089	10815 Briar Branch Ln	E TCI	2/9/22		No	Pass	
202200107	640 Wellesley Drive	P Final	2/9/22		No	Pass	
202100897	10914 Bridgewood St	Foundation	2/10/22		No	Pass	
202100925	10802 HUNTERS FOREST DR	E Final	2/10/22	Y	No	Pass	[Entered 2/8/2022 by BBG]: Disapproved-breaker and panel will not reset.
202200018	418 RIPPLE CREEK DR	FD-Piers	2/10/22		No	Pass	[Entered 2/3/2022 by BBG]: Disapproved; House Locked, no access.
202200087	10914 Roaring Brook Lane	FD Steel	2/10/22		No	Pass	
202200094	1 Bridlewood Ct	E Underg	2/10/22		No	Pass	
202200095	7614 River Point Drive	P UnderG	2/10/22		No	Pass	
202200119	430 Hunterwood Drive	FD Steel	2/10/22		No	Pass	
202200120	435 Hunterwood	FD Steel	2/10/22		No	Pass	
202100440	10802 HUNTERS FOREST DR	P Deck S	2/11/22		No	NC	Disapproved - still not complete work in progress
202100591	8333 Katy Freeway	Frame R	2/11/22	Y	No	Pass	
202100632	330 Hunters Trail St	FD Steel	2/11/22		No	Pass	
202100632	330 Hunters Trail St	E Underg	2/11/22		No	Pass	
202100669	615 Shartle Cir	Frame R	2/11/22		No	Pass	

202200013	261 BRYN MAWR CIR	P Layout	2/11/22	No	Pass	
202200017	8 GLENDENNING LN	M Final	2/11/22	No	Pass	
202200066	11010 Kemwood Dr	P Steel/Piping	2/11/22	No	Pass	
202200068	10614 TWELVE OAKS DR	YD Trench	2/11/22	No	Pass	
202200092	603 Shartle Circle	P TO/Rough	2/11/22 Y	No	Pass	
202200108	601 Wellesley Dr	YD Trench	2/11/22	No	Pass	
202200109	30 Willowend Dr	FD Steel	2/11/22	No	Pass	
202200115	4 PINEWOOD CIR	E Rough	2/11/22	No	Pass	
202200117	615 Shartle Cir	E Rough	2/11/22	No	Pass	
202100440	10802 HUNTERS FOREST DR	P Deck S	2/14/22 Y	Yes	NC	Disapproved - Rebar installation is incomplete and not supported. [Entered 2/11/2022 by BBG]: Disapproved - still not complete work in progress
202100669	615 Shartle Cir	Insulation	2/14/22	No	Pass	
202200004	8333 Katy Freeway	M Rough	2/14/22 Y	No	Pass	
202200016	405 Lindenwood Drive	DW Steel	2/14/22 Y	No	Pass	
202200039	907 Creekwood Way	DW Steel	2/14/22	No	Pass	
202200049	7 Hunters Ridge Court	P UnderG	2/14/22	No	Pass	
202200049	7 Hunters Ridge Court	P GL & GT	2/14/22	No	Pass	
202200114	10545 Gawain Lane	P Final	2/14/22	No	Pass	
202200118	282 BRYN MAWR CIR	P Final	2/14/22	No	Pass	
202200130	11010 Huntwyck Drive	M Rough	2/14/22	No	Pass	
202100901	213 FLEETWAY DR	TCI	2/15/22	No	Pass	Approved On Demand. BBG.
202200001	624 Wellesley Drive	P TO/Rough	2/15/22	No	Pass	
202200046	7 Hunters Ridge Court	E Underg	2/15/22	No	Pass	
202200067	10614 TWELVE OAKS DR	DW Steel	2/15/22	No	Pass	
202200072	606 Hunters Way Court	M Final	2/15/22	No	NC	Disapproved - no one home

202200079	6 Pinewood Circle	F Post Hole	2/15/22	No	Pass
202200087	10914 Roaring Brook Lane	E Underg	2/15/22	No	Pass
202200087	10914 Roaring Brook Lane	TCI	2/15/22	No	Pass
202200088	10914 Roaring Brook Lane	P UnderG	2/15/22	No	Pass
202200088	10914 Roaring Brook Lane	P GL & GT	2/15/22	No	Pass
202200128	502 Thamer Lane	P UnderG	2/15/22	No	Pass
202200134	805 Kuhlman Road	FD Steel	2/15/22	No	Pass
202100533	745 W CREEKSIDE DR	Bld-Final	2/16/22	No	Pass
202200076	418 RIPPLE CREEK DR	P UnderG	2/16/22	No	Pass
202200126	511 THREE CORNERS DR	P Layout	2/16/22	No	Pass
202100577	326 Hunters Trail Street	E Underg	2/17/22	No	Pass
202200036	10818 Timberglen Drive	P Final	2/17/22	No	Pass
202200036	10818 Timberglen Drive	P GL & GT	2/17/22	No	Pass
202200132	711 W Creekside Drive	F Post Hole	2/17/22	No	Pass
202200133	705 Pifer Road	P Final	2/17/22	No	Pass
202200133	705 Pifer Road	P UnderG	2/17/22	No	Pass
202200134	805 Kuhlman Road	E Underg	2/17/22	No	Pass
202200140	431 Thamer Lane	P TO/Rough	2/17/22	No	Pass
202200140	431 Thamer Lane	Shower Pan	2/17/22	No	Pass
202000241	718 Creekside Lane	E Final	2/18/22	No	NC
202100029	408 LINDENWOOD DR	Shower Pan	2/18/22	No	Pass
202100440	10802 HUNTERS	P Deck S	2/18/22	No	Pass

[Entered 2/14/2022 by BBG]:

FOREST DR														Disapproved - Rebar installation is incomplete and not supported. [Entered 2/11/2022 by BBG]: Disapproved - still not complete work in progress
202100456	10923 Timberglen Drive	P Final	2/18/22			No	Pass							
202100550	422 Thamer Lane	M Final	2/18/22			No	Pass							
202200013	261 BRYN MAWR CIR	P Steel/Piping	2/18/22			No	Pass							
202200098	618 Hunters Grove Lane	F Post Hole	2/18/22			No	Pass							
202200116	30 Willownd Dr	P GL & GT	2/18/22			No	NC		Disapproved - no pressure on gas line					
202200139	842 Country Lane	P Final	2/18/22			No	Pass							
202200141	10818 Timberglen Drive	E Serv/ML	2/18/22			No	Pass							
202100554	422 Thamer Lane	E Final	2/22/22			No	Pass							
202100668	408 LINDENWOOD DR	E TCI	2/22/22			No	Pass							
202100668	408 LINDENWOOD DR	E Underg	2/22/22			No	Pass							
202100854	10902 WICKWILD ST	H-Strap	2/22/22			No	Pass							
202100908	10922 ROARING BROOK LN	Foundation	2/22/22			No	Pass							
202200037	414 Ripple Creek Drive	P Final	2/22/22			No	Pass							
202200087	10914 Roaring Brook Lane	Bld-Final	2/22/22			No	Pass							
202200087	10914 Roaring Brook Lane	E Final	2/22/22			No	Pass							
202200088	10914 Roaring Brook Lane	P Final	2/22/22			No	Pass							
202200096	11015 Huntwyck Drive	F Final	2/22/22			No	Pass							
202200129	529 Trails End	Re-Roof	2/22/22			No	Pass							
202200145	318 Shasta Drive	P Layout	2/22/22			No	Pass							

202200149	624 Wellesley Drive	E Rough	2/22/22	No	Pass	
202000241	718 Creekside Lane	E Final	2/23/22 Y	No	Pass	[Entered 2/18/2022 by BBG]: Disapproved - no one home
202100153	422 Thamer Lane	Bld-Final	2/23/22	No	Pass	
202100242	10603 Tarrington Drive	Bld-Final	2/23/22	No	Pass	
202100373	4 PINEWOOD CIR	Frame R	2/23/22	No	Pass	
202100390	422 Thamer Lane	P Final	2/23/22	No	Pass	
202100813	10923 TIMBERGLEN DR	YD Final	2/23/22	No	Pass	
202100928	10426 Memorial Drive	Shower Pan	2/23/22	No	Pass	
202200072	606 Hunters Way Court	M Final	2/23/22 Y	No	Pass	[Entered 2/15/2022 by BBG]: Disapproved - no one home
202200099	603 Shartle Circle	E Rough	2/23/22	No	Pass	
202200103	632 PIFER RD	Shower Pan	2/23/22	No	Pass	
202200105	720 Kuhlman Road	Demo F	2/23/22	No	Pass	
202200109	30 Willowend Dr	E Underg	2/23/22	No	Pass	Approved with note: place caution tape in trench
202200112	10807 Hunters Forest Drive	F Post Hole	2/23/22	No	NC	Disapproved - no access
202200116	30 Willowend Dr	P UnderG	2/23/22	No	Pass	
202200116	30 Willowend Dr	P GL & GT	2/23/22 Y	No	Pass	[Entered 2/18/2022 by BBG]: Disapproved - no pressure on gas line
202200125	306 SHASTA DR	F Post Hole	2/23/22	No	Pass	
202200127	10706 Beinhorn Rd	I Trench	2/23/22	No	Pass	
202200127	10706 Beinhorn Rd	I Final	2/23/22	No	Pass	
202000117	718 Creekside Lane	Bld-Final	2/24/22	No	Pass	
202100598	754 Kuhlman Road	Bld-Final	2/24/22	No	Pass	
202100598	754 Kuhlman Road	E Final	2/24/22	No	Pass	
202100603	754 Kuhlman Road	P Final	2/24/22	No	Pass	
202100620	209 FLEETWAY DR	Frame R	2/24/22 Y	No	Pass	[Entered 1/5/2022 by BBG]: Partial Frame Inspection [Rafters Only]
202200020	1000 River Bend Drive	E Rough	2/24/22	No	Pass	
202200067	10614 TWELVE OAKS	DW Final	2/24/22	No	Pass	

DR	202200068	10614 TWELVE OAKS DR	YD Final	2/24/22		No	Pass	
	202200109	30 Willowend Dr	Bld-Final	2/24/22		No	Pass	
	202200109	30 Willowend Dr	E Final	2/24/22		No	Pass	
	202200112	10807 Hunters Forest Drive	F Post Hole	2/24/22	Y	No	Pass	[Entered 2/23/2022 by BBG]: Disapproved - no access
	202200116	30 Willowend Dr	P Final	2/24/22		No	Pass	
	202200150	13 Inwood Oaks	P UnderG	2/24/22		No	Pass	
	202200157	620 HEDWIG ST	P TO/Rough	2/24/22		No	Pass	
	202200165	659 Shartle Circle	FD Steel	2/24/22		No	Pass	
	202200165	659 Shartle Circle	E Underg	2/24/22		No	Pass	
	202200167	659 Shartle Circle	P UnderG	2/24/22		No	Pass	
	202200167	659 Shartle Circle	P GL & GT	2/24/22		No	Pass	
	202100485	318 Lindenwood Drive	Bld-Final	2/25/22		No	Pass	
	202100485	318 Lindenwood Drive	E Final	2/25/22		No	Pass	
	202100486	318 Lindenwood Drive	P Final	2/25/22		No	Pass	
	202100798	11014 Landon Lane	E Underg	2/25/22	Y	No	Pass	
	202100799	11010 Landon Lane	E Underg	2/25/22	Y	No	Pass	
	202100812	773 PIFER RD	Foundation	2/25/22		No	Pass	
	202200004	8333 Katy Freeway	M Final	2/25/22		No	Pass	
	202200056	8333 Katy Freeway	E Final	2/25/22		No	Pass	
	202200080	10545 Gawain Lane	ET-Pole	2/25/22		No	Pass	
	202200085	11010 Huntwyck Drive	P TO/Rough	2/25/22		No	Pass	
	202200119	430 Hunterwood Drive	E Underg	2/25/22		No	Pass	
	202200120	435 Hunterwood	E Underg	2/25/22		No	Pass	
	202200142	10907 BRIDGEWOOD ST	F Final	2/25/22		No	Pass	
	202200172	430 Hunterwood Drive	P UnderG	2/25/22		No	Pass	
	202200172	430 Hunterwood Drive	P GL & GT	2/25/22		No	NC	Wrong Gauge
	202200173	435 Hunterwood	P UnderG	2/25/22		No	Pass	
	202200173	435 Hunterwood	P GL & GT	2/25/22		No	NC	Wrong Gauge.

202100455	3 Sleepy Oaks Circle	Insulation	2/28/22	No	Pass
202100477	10615 Twelve Oaks Drive	Gas Test	2/28/22	No	Pass
202100591	8333 Katy Freeway	Bld-Final	2/28/22	No	Pass
202200018	418 RIPPLE CREEK DR	Foundation	2/28/22	No	Pass
202200171	5 Voss Park Drive	P UnderG	2/28/22	No	Pass
202200172	430 Hunterwood Drive	P GL & GT	2/28/22 Y	No	Pass [Entered 2/25/2022 by BBG]: Wrong Gauge
202200173	435 Hunterwood	P GL & GT	2/28/22 Y	No	Pass [Entered 2/25/2022 by BBG]: Wrong Gauge.
202200177	256 Hedwig Road	Shower Pan	2/28/22	No	Pass
Inspections		Begin Odometer	End Odometer	Miles	Avg Miles per Inspection
				0	0.0

Tom Fullen (tom)

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

Vehicle ID:

202200102	233 Bryn Mawr Circle	F Post Hole	2/11/22	No	PPass
202200102	233 Bryn Mawr Circle	F Post Hole	2/11/22 Y	No	Pass [Entered 2/11/2022 by tom]:
202200142	10907 BRIDGEWOOD ST	F Post Hole	2/18/22	No	Pass
202200151	1005 River Bend Drive	Gas Test	2/22/22	No	NC No gauge.
202100812	773 PIFER RD	FD-Piers	2/24/22	No	Pass
202200151	1005 River Bend Drive	Gas Test	2/24/22 Y	Yes	NC [Entered 3/1/2022 by tom]: No gauge.

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

HUNTERS CREEK VILLAGE - PLAN REVIEW STATUS REPORT

PROJECT ADDRESS	PROJECT TYPE	DATE SUBMITTED	REVIEW STATUS	COMMENTS
10610 S Evers Park	Pool & Remodel	2/10/2022	Review Complete - 02/16/2022 - Approved	Contractor notified; 02/16/2022
11029 Kemwood	Remodel	2/15/2022	Review Completed - 02/28/2022 - Approved	Contractor notified; 02/28/2022
10915 Wickline Dr	Pool	2/16/2022	Review Complete - 02/25/2022 - Approved	Contractor notified; 02/25/2022
2 Hunters Ridge Ct	Remodel	2/21/2022	Review Completed - 03/3/2022 - Approved	Contractor notified; 03/03/2022
10830 Roaring Brook Ln	Pool	2/21/2022	Review Completed - 03/11/2022 - Approved	Contractor Notified; 03/14/2022
823 Wade Hampton	Pool & Remodel	2/24/2022	Review Completed - 03/10/2022 - Approved	Contractor Notified; 03/10/2022
10802 Timberglen	Remodel	2/28/2022	Review Completed - 03/04/2022 - Not Approved	Contractor Notified; 03/04/2022
754 Country Ln	Pool	3/2/2022	Review Completed - 03/08/2022 - Approved	Contractor Notified; 03/08/2022
514 Wellesley Dr	New Home	3/2/2022	Review Completed - 03/02/2022 - Not Approved	BOA Meeting for Variance on 03/28/2022
10806 Briar Branch Ln	Remodel	3/8/2022	Review Complete - 03/11/2022 - Not Approved	Contractor Notified; 03/14/2022
10635 N. Evers Park Dr	Remodel	3/8/2022	Review Complete - 03/11/2022 - Not Approved	Contractor Notified; 03/14/2022
8327 Hunters Creek Dr	Remodel	3/9/2022	Review Completed - 03/15/2022 - Not Approved	Contractor Notified; 03/16/2022
10922 Roaring Brook Ln	Pool	3/9/2022	In Review	
754 Country Ln	Remodel	3/11/2022	Review Completed - 03/17/2022 - Approved	Contractor Notified; 03/18/2022
10545 Gawain Ln	New Home	3/11/2022	In Review	
10426 Memorial Dr	Pool	3/11/2022	In Review	
705 Country Ln	Remodel	3/16/2022	In Review	

CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared March 17, 2022 for the March 22, 2022 Agenda

A. Beinhorn and Voss – Traffic Signal Reconstruction

1. Still waiting on additional flashers to be delivered.

B. 10 Willowend Dr. Outfall

1. Project is complete.
2. Working on closing out the contract.

C. Little Lisa Lane

1. It was brought to our attention that the cul-de-sac at the end of Little Lisa holds water. Tom and I met some residents at the cul-de-sac and there was evidence of ponding in addition to videos and pictures.
2. We could extend the storm sewer (two inlets near Pifer) several hundred feet and add inlets to resolve the issue. We could then mill and overlay the street like Everwood last year.
3. Total project cost is estimated to be \$200,000



D. Lindenwood Signal

1. Bidding.

E. Kuhlman Reconstruction

1. Bid package is ready to bid.
2. Will have bid opening in the beginning of April.

3. Construction cost estimated to be \$310,000. \$400,000 was the amount in the 2022 budget.

F. Hunters Grove Reconstruction

1. Survey is complete. Design on-going.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
February 22, 2022**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, February 22, 2022, at 6:00 p.m., at #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien Chip Cowell Jay Carlton Linda Knox
	City Administrator:	Tom Fullen
	City Engineer:	Steve Byington
	City Attorney:	John Hightower
	Assistant to the City Secretary:	Jennifer Namie

- A. Call to order and the roll of elected and appointed officers will be taken.

With a quorum of the Council Members present, Mayor Jim Pappas called the meeting to order at 6:00 p.m.

- B. **Ronnye Cowell led Pledge of Allegiance followed by a brief prayer by Mayor Pappas.**
- C. Discussion and possible action to appoint Linda Knox to vacant Council seat, position No. 3 and administration of Oath of Office.

Councilmember Marks made a motion to appoint Linda Knox to vacant Council seat. Councilmember Carlton seconded the motion and the motion carried unanimously.

Jennifer Namie, Assistant to the City Secretary, administered the Oath of Office.

- 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 inquiries 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.

E. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator presented this report.**
2. Police Commissioner Monthly Report – **Steve Reichel, Police Commissioner, presented this report. The Department hired Priscilla Gonzalez to be the new Human Resources person and Office Manager.**

The Department plans to do an external salary survey this year.

3. Fire Commissioner Monthly Report - **Jay Carlton, Fire Commission Liaison, presented this report. The station is almost substantially complete. The contractor went past his deadline and the Commissioners will discuss liquidated damages at the next Commission meeting.**
4. Building Official Monthly Report – **Tom Fullen, City Administrator, presented this report. The City has been very busy issuing permits, especially for generators and swimming pools.**

Tom Fullen has three candidates to interview for Building Official.

5. City Engineer Monthly Report – **Steve Byington, City Administrator, presented this report.**
6. City Administrator Report – **Tom Fullen, City Administrator, presented this report. Tom would like to establish rules outside of the City's Ordinance to address disputes over fences between neighbors.**
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 January 25, 2022.
2. Approval of the Cash Disbursement Journal for January 2022.

Councilmember Knox made a motion to approve the Consent Agenda. Councilmember Cowell seconded the motion and the motion carried unanimously.

G. REGULAR AGENDA

1. Discussion and possible action to accept a proposal from Century Concrete Construction, Inc. in the amount of \$17,531.25 for Sidewalk Repairs on Beinhorn Road.

Councilmember Carlton made a motion to accept a proposal from Century Concrete Construction, Inc. in the amount of \$17,531.25 for Sidewalk Repairs on Beinhorn Road. Councilmember Cowell seconded the motion and the motion carried unanimously.

2. Discussion and possible action to approve an amendment to the Interlocal Agreement for Fire and Emergency Services between the cities of Bunker Hill Village, Hilshire Village, Hedwig Village, Hunters Creek Village, Piney Point Village, and Spring Valley to readmit the Village of Bunker Hill as a contracting city.

Councilmember Marks made a motion to approve an amendment to the Interlocal Agreement for Fire and Emergency Services between the cities of Bunker Hill Village, Hilshire Village, Hedwig Village, Hunters Creek Village, Piney Point Village, and Spring Valley to readmit the Village of Bunker Hill as a contracting city. Councilmember Knox seconded the motion and the motion carried unanimously.

3. Discussion and possible action regarding the City's 2022 Arbor Day program.

Councilmember Cowell made a motion to approve the program. Councilmember Sapien seconded the motion and the motion carried unanimously.

4. Discussion and possible action to consider an amendment to the Memorial Village Police Department's 2021 Budget to reclassify certain budget line items.

This item was taken out of order.

Councilmember Carlton made a motion to approve an amendment to the Memorial Village Police Department's 2021 Budget to reclassify certain budget line items. Councilmember Sapien seconded the motion and the motion carried unanimously.

5. Discussion and possible action to direct Planning and Zoning to review and make a recommendation on a proposal to change the zoning classification for a tract of property located at 210 Voss Road.

No action was taken on this item.

6. Discussion and possible action to approve Amendment No. 71 to the engineering contract with Cobb Fendley in the amount of \$138,200.00 for Engineering Services associated with the Hunters Grove Lane Project.

This item was taken out of order.

Councilmember Sapien made a motion to approve Amendment No. 71 to the engineering contract with Cobb Fendley in the amount of \$138,200.00 for Engineering Services associated with the Hunters Grove Lane Project. Councilmember Marks seconded the motion and the motion carried unanimously.

7. Discussion and possible action to approve Change Order #2 to the contract with DG Medina Construction, LLC - (Close Out) in the amount of (\$1,734.00) for the Timberglen Drive Pavement Repairs Project.

Councilmember Sapien made a motion to approve Change Order No. 2 to the contract with DG Medina Construction, LLC – (Close Out) in the amount of \$1,734.00 for the Timberglen Drive Pavement Repairs Project. Councilmember Cowell seconded the motion and the motion carried unanimously.

G. ADJOURNMENT

At 7:07 p.m., Councilmember Carlton made a motion to adjourn. Councilmember Marks seconded the motion and the motion carried unanimously. The meeting adjourned at 7:07 p.m.

These minutes were approved on the ____ day of March 2022.

Jim Pappas, Mayor
ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP POOLED-AP POOLED						
000774	Adam Voyles	02/15/2022	Regular	0.00	300.00	33066
000731	Al's Engine & Equipment	02/15/2022	Regular	0.00	159.70	33067
0005	AT&T (5001)	02/15/2022	Regular	0.00	465.95	33068
000815	BBG Consulting, Inc.	02/15/2022	Regular	0.00	6,580.00	33069
0628	BRADFORD GENE HENDRICKS	02/15/2022	Regular	0.00	1,225.00	33070
000717	Capital One Trade Credit	02/15/2022	Regular	0.00	123.27	33071
0045	CARMEN KNEZEAK	02/15/2022	Regular	0.00	1,636.25	33072
000876	CINTAS CORPORATION	02/15/2022	Regular	0.00	49.39	33073
000796	Engie Resources	02/15/2022	Regular	0.00	82.78	33074
0150	GARY B MADDOX	02/15/2022	Regular	0.00	500.00	33075
0537	Green For Life	02/15/2022	Regular	0.00	42,769.42	33076
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOCIA	02/15/2022	Regular	0.00	40.00	33077
000844	Linebarger Goggan Blair & Sampson LLP	02/15/2022	Regular	0.00	2,174.09	33078
0654	Lora Jean D. Lenzsch	02/15/2022	Regular	0.00	2,050.00	33079
0065	OFFICE DEPOT CREDIT PLAN	02/15/2022	Regular	0.00	349.23	33080
0066	OLSON & OLSON LLP	02/15/2022	Regular	0.00	3,965.00	33081
000726	Pitney Bowes (Purchase Power)	02/15/2022	Regular	0.00	270.99	33082
0086	SIGN AND SUPPLY LP	02/15/2022	Regular	0.00	869.00	33083
000880	The Davey Tree Expert Company	02/15/2022	Regular	0.00	3,000.00	33084
000789	Van Sant Landscape Management	02/15/2022	Regular	0.00	3,178.00	33085
0362	VERIZON WIRELESS	02/15/2022	Regular	0.00	38.03	33086
0530	xlrINT LLC	02/15/2022	Regular	0.00	442.50	33087
0517-TF	PAYMENT REMITTANCE CENTER	02/07/2022	Bank Draft	0.00	3,454.46	DFT0000328
0638-JS	Payment Remittance Center	02/18/2022	Bank Draft	0.00	28.24	DFT0000329
0517-TF	PAYMENT REMITTANCE CENTER	02/18/2022	Bank Draft	0.00	1,063.01	DFT0000330
0127-EA	PAYMENT REMITTANCE CENTER	02/18/2022	Bank Draft	0.00	1,094.90	DFT0000331

Bank Code AP POOLED Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	26	22	0.00	70,268.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	5,640.61
EFT's	0	0	0.00	0.00
	30	26	0.00	75,909.21

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	26	22	0.00	70,268.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	5,640.61
EFT's	0	0	0.00	0.00
	30	26	0.00	75,909.21

Fund Summary

Fund	Name	Period	Amount
999	POOL	2/2022	75,909.21
			75,909.21

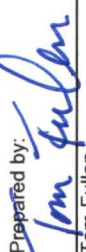
CITY OF HUNTERS CREEK VILLAGE
 QUARTERLY INVESTMENT REPORT
 QUARTER ENDING DECEMBER 31, 2021

Account Description	Beginning Bank Balance 10/1/2021	Interest Earned 10/1/21-12/31/21	Deposits 10/1/21-12/31/21	Withdrawal 10/1/21-12/31/21	Cash In Transit	Outstanding Checks	Ending Book/Market Value Balance 12/31/2021	% of Total Funds	Average Interest Rate	Maturity	3-month Average Collateral
Wells Fargo											
Disbursement	\$524,377.36	\$220.75	\$2,252,608.34	\$1,671,136.34	\$0.00	\$711,680.66	\$394,389.45	4.69%	0.16	Immediate	
Public Funds	\$8,031,746.81	\$3,003.13	\$2,403,607.46	\$2,415,286.89	\$0.00	\$0.00	\$8,023,070.51	95.31%	0.16	Immediate	
Texas Class	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00	Immediate	
Tex Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00	Immediate	
Total Accounts	\$8,556,124.17	\$3,223.88	\$4,656,215.80	\$4,086,423.23	\$0.00	\$711,680.66	\$8,417,459.96	100.00%	0.08		\$7,998,150.37

The investment report for the 4th 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: Mar. 11, 2022





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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to approve a proposal from Van Sant Landscape to install & repair Irrigation systems along Voss Road Esplanades.

EXHIBITS: Proposals



February 2, 2022

Sent via Email: tfullen@cityofhunterscreek.com

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

RE: Hunters Creek Village (New Flower Bed Install)

Dear Mr. Tom Fullen,

1) The following proposal is to install a new irrigation system where the new flower bed will be installed on Voss and I-10:

QTY	Material:
1	1Z Hunter Battery-Operated Controller
1	1" Hunter Valve
9	Install 9 (4") sprinkler heads
200'	1" Class irrigation pipe
100'	3/4" Class irrigation pipe
Materials & Labor: \$1,988.00 (SP)	

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

Sincerely,

Jon van Sant

 Approved By



COMMERCIAL LANDSCAPE • MAINTENANCE • IRRIGATION

February 2, 2022

Sent via Email: tfullen@cityofhunterscreek.com

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

RE: Hunters Creek Village (Voss Esplanades)

Dear Mr. Tom Fullen,

1) The following proposal is to repair the existing problems at ALL esplanades:

#	Material that needs to be replaced:
1	Replace 6 (4") sprinkler heads, 1 (1") valve
2	Replace 2 (1.5") broken valves
3	Replace 5 (4") sprinkler heads, repair fractured lateral lines
4	ok
5	Replace 1 (1") PVB and replace PVB cage
6	ok
7	ok
8	Replace 1 (1.5") PVB, replace PVB cage, install concrete base
9	ok
10	ok
11	ok
12	ok
13	ok
14	ok
15	ok
16	Replace 3 (4") sprinkler heads
17	Replace 3 (4") sprinkler heads
18	Replace 7 (4") sprinkler heads, 1Z controller, 1 (1.5") valve
19	Replace 4 (4") sprinkler heads, 1Z controller
20	Replace 1 (1") PVB and replace PVB cage
Materials & Labor: \$5,950.00 (SP)	

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

Sincerely,

Jon van Sant

 Approved By



COMMERCIAL LANDSCAPE • MAINTENANCE • IRRIGATION

February 2, 2022

Sent via Email: tfullen@cityofhunterscreek.com

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

RE: Hunters Creek Village (Voss Esplanades)

Dear Mr. Tom Fullen,

1) The following proposal is to repair the irrigation system, install additional sprinkler heads where the new flowerbeds will be installed:

#	Material that needs to be replaced/installed:
1	Install 4 (4") additional sprinkler heads
2	Install 7 (4") additional sprinkler heads, replace one broken valve
3	Install 8 (4") additional sprinkler heads
4	Install 4 (4") additional sprinkler heads
5	ok
6	Install 3 (4") additional sprinkler heads, replace 6 broken sprinkler heads
7	Install 3 (4") additional sprinkler heads, replace 5 broken sprinkler heads, replace 1Z controller
8	Install 4 (4") additional sprinkler heads
9	Install 4 (4") additional sprinkler heads
10	Install 4 (4") additional sprinkler heads
11	Install 4 (4") additional sprinkler heads
12	ok
13	Install 6 (4") additional sprinkler heads
14	Install 3 (4") additional sprinkler heads
15	Install 3 (4") additional sprinkler heads
Materials & Labor: \$6,815.00 (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: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to refund over paid sales tax to Texas Comptroller of Public Accounts in the amount of \$34,293.46.

EXHIBITS: Letter from Texas Comptroller



GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O.Box 13528 • Austin, TX 78711-3528

February 23, 2022

Mr. Tom Fullen
City Administrator
City of Hunters Creek Village
#1 Hunter’s Creek Place
Houston, TX 77024

Dear Mr. Fullen:

This letter is to notify you that the City of Hunters Creek Village was previously over paid \$34,293.46 in local sales and use taxes. We discovered that a taxpayer erred and reported local taxes to various jurisdictions based on their customer’s address rather than reporting to the jurisdiction where their business is located. Since the local taxes were reallocated to the correct taxing jurisdictions, it must now be repaid to the State.

The options to repay the erroneous amount are as follows:

- 1) Full reimbursement by one time check *
- 2) Apply all monthly collections to the overpaid amount until the amount has been repaid, or
- 3) Enter into a 47- month payback agreement where a monthly deduction of \$729.00 will be deducted for 46 months with a final deduction of \$759.46. The deduction would start the month after we receive your response or two months after the date of this letter if we do not receive a response. Additionally, future significant audit payments may be applied toward the repayment amount to reduce the length of the payback and notifications of those applications will be sent as they occur.

* If you choose option 1, “full reimbursement by one time check,” the payback amount should be adjusted by the 2% service fee. Multiply the payback amount by 2% (.02), subtract the 2% amount from the payback amount, then pay the adjusted amount.

Please mark an X in the applicable box above for the option you wish to choose, have a city official sign at the bottom, and return this letter using the enclosed self- addressed envelope.

If you have any questions or need additional information, you may call me toll free at (800) 531-5441, ext. 50550. My mailing address is PO Box 13528, Austin, TX, 78711, the FAX number is (512) 475-1523 or my email is shirley.kaatz@cpa.texas.gov.

Sincerely,

Shirley Kaatz
Revenue Accounting Division
Tax Allocation Section

Date _____
City Official Name _____
Title _____
Signature _____



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to direct planning and zoning to review setbacks on non-conforming lots for swimming pools.

EXHIBITS:

Section 44-157 (5) b. Use Regulations

Special exceptions. The board of adjustment may grant a special exception reducing the minimum setback distance to no less than five feet for nonconforming lots as defined in [section 44-218\(b\)\(1\)b.](#) of this chapter.

(5) Swimming Pools

a. *Generally.* An outdoor swimming pool shall be permitted as an accessory use or structure provided that it meets the following requirements:

1. It must be located in the back or side yard;
2. It must be setback a minimum of ten feet from the rear lot line, unless the rear lot line of the subject lot abuts the side lot line of another lot, in which case the pool must be setback a minimum of 15 feet from the rear lot line;
3. It must be setback a minimum 15 feet from any side lot line.



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to direct Planning and Zoning to consider possible revisions to the setbacks regulations for garages facing side streets on Voss & Memorial.

EXHIBITS:

Section 44-161 (2)d Automobile Shelters

Garages facing side streets allowed in certain circumstances. An automobile shelter may face toward a side street if it is setback from the side lot line that abuts the side street, by at least the same minimum distance that would have been required for an automobile shelter on the same lot that faced the front street. For example, if the front line of a dwelling is setback 30 feet from the front lot line, the minimum setback for a garage opening that faces the front street or a side street would be 80 feet from the applicable lot line (30 + 50). Similarly, if the front line of a dwelling is setback 50 feet from the front lot line, the minimum setback for a garage opening that faces the front street or a side street would be 100 feet from the applicable lot line (50 + 50).



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to decide whether or not to decline the 2021 consumer price index adjustment to the City's telecommunications right-of-way access line rates.

EXHIBITS: Letter from Public Utility Commission of Texas



Public Utility Commission of Texas

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

2022 CONSUMER PRICE INDEX (CPI) ADJUSTMENT TO MUNICIPAL TELECOMMUNICATIONS RIGHT-OF-WAY ACCESS LINE RATES

March 9, 2022

PURPOSE

This letter is to notify you that your city's 2021 maximum access line rates have increased by 2.5378% due to inflation, as measured by the CPI. This adjustment has been made pursuant to Chapter 283 of the Local Government Code (House Bill 1777).

DEFAULT RATES FOR 2022: NO CHANGE

Based on the choice made by your city in April 2021, your city's 2022 rate will either be adjusted for inflation, or will remain the same as your 2021 rate. According to our records, when similar CPI adjustments were made in April 2021, you opted NOT to adjust your rates for inflation, (i.e. you chose LESS than the maximum allowable CPI-adjusted rates). Therefore, your 2022 rates will REMAIN at your 2021 level and your rates will NOT increase. You have the option to refuse this default rate and request an increase in rates by taking the action explained below.

ACTION BY CITY: TO REQUEST AN INCREASE

(1) You do not have to respond if you desire to keep your 2022 rates at the 2021 levels. (2) Respond ONLY if you want an INCREASE from the 2021 rates. (3) To request an increase, notify the PUC using page 2 of this letter no later than April 30, 2022. (4) The PUC does not require City council authorization; however, if your city charter requires it, please do so immediately. (5) Verify your contact information and highlight any changes. (6) Make a copy of this document.

WHAT HAPPENS IF A CITY DOES NOT RESPOND BY APRIL 30, 2022?

If a city does not respond by April 30, 2022, the rates for your city will remain at the 2021 levels. The next opportunity to adjust your rates will be September 1, 2022.

WHAT HAPPENS NEXT?

The PUC will notify telephone companies of your desired rates and you will be compensated accordingly no later than July 1, 2022.

FUTURE REVISIONS TO CPI

The access line rates will be revised annually in March depending on whether the CPI changes for the previous year. If the CPI changes for the year 2022, you will receive a similar letter in 2023.

See over...

City of Hunters Creek Village

SECTION 1: Your new 2022 CPI adjusted maximum rates are as follows:

Residential: \$1.67 **Non-Residential:** \$3.68 **Point-to-Point:** \$5.56

SECTION 2: Your default rates for 2022 are as follows and are the same as your 2021 rates.
Note: This is lower because you have chosen to do so previously.

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

To increase your default rates by any amount up to your 2022 maximum rates shown in SECTION 1, notify the PUC by completing the section below. You can mail or fax this page to the PUC. To accept rates in SECTION 2, no action is required.

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

Date: _____ Signature: _____

Other Comments:

HOW TO RESPOND

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

INQUIRIES

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

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

CITY CONTACT INFORMATION

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

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

Address

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



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to adopt a resolution suspending CenterPoint Energy's 2022 Annual Gas Reliability Infrastructure Program ("GRIP") rate adjustment for 45 days.

EXHIBITS: Letter from Center Point Energy GRIP



March 3, 2022

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

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

Hand-Delivered

Re: CenterPoint Energy 2022 Annual GRIP Adjustment for the Houston Division

Dear Madam or Sir:

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

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

Pursuant to applicable law, the proposed IRA will become effective on May 2, 2022, unless the City suspends that date for a period of no longer than forty-five (45) days. The approved IRA will be applied to the monthly customer charge and will remain in effect until superseded by the earlier of (1) the effective date of the Company's next annual GRIP adjustment for the Houston Division; or (2) the issuance of a final order in a rate setting proceeding for the Houston Division.

As detailed in the attached schedules and supporting material, the Company invested \$193,152,387 in its Houston Division in calendar year 2021 and the applicable IRA is:

Rate Schedule	Current Customer Charge	Proposed 2022 Interim Rate Adjustment¹	Adjusted Charge	Increase Per Bill
R-2095-I-GRIP 2022; R-2095-U-GRIP 2022 Residential	\$18.38 per customer per month	\$1.36 per customer per month	\$19.74 per customer per month	\$1.36 per customer per month
GSS-2095-I-GRIP 2022; GSS-2095-U-GRIP 2022 General Service Small	\$22.41 per customer per month	\$2.09 per customer per month	\$24.50 per customer per month	\$2.09 per customer per month
GSLV-626-I-GRIP 2022; GSLV-626-U-GRIP 2022 General Service Large Volume	\$247.28 per customer per month	\$42.83 per customer per month	\$290.11 per customer per month	\$42.83 per customer per month

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

- (a) An earnings monitoring report showing the Company’s earnings for the Houston Division during the 2021 calendar year (under the “Earnings Monitoring Report” section of the enclosed filing).
- (b) An Interim Rate Adjustment Application containing accounting schedules and project reports for the GRIP Adjustment Period including a description of (i) the projects undertaken during the GRIP Adjustment Period (ii) the investment to provide utility service in the Houston Division, which were both completed and placed in service during the GRIP Adjustment Period, (iii) the Company’s prior utility investments in the Houston Division that were either retired or abandoned during the GRIP Adjustment Period, and (iv) the cost, need and customers benefited by those investments and retirements located in IRAs 12, 13, 14 and 15 which are voluminous and are being provided in electronic form only.
- (c) The Company’s calculations of the GRIP Adjustment amount to go into effect on the later of the Planned Effective Date or the end of any suspension

¹ On December 22, 2017, the Tax Cuts and Jobs Act of 2017 (the “TCJA”) was signed into law. The TCJA reduced the federal corporate income tax rate from 35% to 21%. The Company has calculated the GRIP Adjustment using the 35% federal corporate income tax rate approved in GUD No. 10567. The Company has also calculated and is seeking approval of the GRIP Adjustment using the 21% federal corporate income tax rate under the Tax Cuts and Jobs Act of 2017. The Proposed 2022 Interim Rate Adjustment in the table above has been calculated using the reduced corporate income tax rate of 21%.

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

(d) Affidavits by Stacey Peterson, Kimberly Middleton and Tal R. Centers, Jr. (under the “Affidavits” section of the enclosed filing).

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

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

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

Please accept for filing the above-mentioned tariffs, filing package and enclosures and return the enclosed copy of this letter with your file mark thereon to acknowledge such filings for our records. Instead of a binder with a hard copy of the filing, the Company has provided the equivalent in electronic form in the folder called Electronic Copy of Filing.

Although only the incorporated tariffs are applicable to the City, the Company has also included in its filing package both incorporated and unincorporated tariffs.

There have been no changes to the IRA forms since the Company’s last filing.

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

City of Hunters Creek Village
March 3, 2022
Page 4

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

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

Sincerely,



Keith L. Wall
Director of Regulatory Affairs

Attachments

cc: Mr. Tal Centers
Mr. Patrick Peters III
Ms. Gracy Rodriguez

DELIVERED TO:

_____, _____ of
NAME OFFICE (Mayor, City Secretary, etc.)

the City of Hunters Creek Village on this ____ day of March 2022.

SIGNATURE



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to adopt an ordinance of the City Council of the City of Hunters Creek Village, Texas, declaring that the unopposed candidates for Councilmember Positions nos. 1, 2, and 3 are duly elected; cancelling the May 7, 2022, General Municipal Election; and containing other provisions relating to the subject.

EXHIBITS: Ordinance

ORDINANCE NO. 2022-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, DECLARING THAT THE UNOPPOSED CANDIDATES FOR COUNCILMEMBER POSITIONS NOS. 1, 2, AND 3 ARE DULY ELECTED; CANCELLING THE MAY 7, 2022, GENERAL MUNICIPAL ELECTION; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, on January 26, 2022, the City Council of the City of Hunters Creek Village, Texas, adopted Ordinance No. 912 ordering that a General Municipal Election be held on May 7, 2022, for the purpose of filling the following positions:

Councilmember, Position No. 1

Councilmember, Position No. 2

Councilmember, Position No. 3

WHEREAS, the deadlines for filing applications for a place on the ballot, or for a place on the list of write-in candidates, for the positions for which the general election was to be held have all expired; and

WHEREAS, the City Secretary has certified to the City Council, in writing, that: a) Stuart Marks is unopposed for election to the office of Councilmember, Position No. 1; b) Fidel Sapien is unopposed for election to Councilmember, Position No. 2; and c) Linda Knox is unopposed for election to Councilmember, Position No. 3. Now therefore, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS:

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

Section 2. The following unopposed candidates are hereby declared elected to the offices specified below, and shall be issued certificates of election:

Stuart Marks, Councilmember Position No. 1;

Fidel Sapien, Councilmember Position No. 2; and

Linda Knox, Councilmember, Position No. 3.

Section 3. The General Municipal Election scheduled for the 7th day of May, 2022, is hereby cancelled.

Section 4. The City Secretary is ordered to issue Certificates of Election to the unopposed candidates immediately after the date the canvass of the canceled election would have taken place.

Section 5. The City Secretary is hereby directed to cause a copy of this Ordinance to be posted on Election Day at the polling place that would have been used for the election.

Section 6. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Hunters Creek Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED, APPROVED, AND ADOPTED this ___ day of March, 2022.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to appoint Pat McClellan to the Fire Commissioner to replace Jay Carlton.

EXHIBITS:



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to approve a contract with TX BBG Consulting for building construction inspection.
EXHIBITS: Contract

AGREEMENT FOR PROFESSIONAL SERVICES

STATE OF TEXAS

HARRIS COUNTY

THIS AGREEMENT, entered into and executed by and between the **City of Hunters Creek Village, Texas**, a body corporate and political under the laws of the State of Texas, hereinafter called “**City**”, and

TX BBG Consulting, Inc.

Kevin Taylor, President
201 Westheimer Rd Unit G
Houston TX 77006
P: 972-746-6671
Ktaylor@BBGcode.com

Hereinafter called “**Consultant**”.

WHEREAS, the **City** desires to contract with the **Consultant** for professional services as discussed below;

WHEREAS, the **Consultant** represents that it is fully capable of making and qualified to provide assistance to the **City** and the **Consultant** desires to perform the same;

NOW, THEREFORE, the **City** and the **Consultant**, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

SECTION I SCOPE OF AGREEMENT

The **Consultant** agrees to perform certain professional services as defined in “Exhibit A” attached hereto and made a part hereof, hereinafter sometimes called “Scope of Work”, and for having rendered such services, the **City** agrees to pay the **Consultant** compensation as stated in the sections to follow. “Exhibit B” describing pricing is also included and sets forth the specific fees applicable to the scope of work.

SECTION II CHARACTER AND EXTENT OF SERVICES

The **Consultant** shall render all the professional services as defined in “Exhibit A” attached hereto.

The **City** shall be under no obligation to pay for services rendered without prior authorization. The **City** shall be the absolute and unqualified owner of all studies, exhibits, maps, reports, analyses, determinations and recommendations prepared or acquired pursuant to this Agreement with the same force and effect as if the **City** had prepared or acquired the same.

SECTION III TIME FOR PERFORMANCE

The time for performance is the period beginning on or before **March 9, 2022** through **March 9, 2023** and may be extended by mutual consent of both parties. Upon written request of the **Consultant**, the **City** may grant time extensions to the extent of any delays caused by the **City** or other agencies with which the work must be coordinated and over which the **Consultant** has no control.

This Agreement is terminable at will by the **City** providing a forty-five (45) day written notice to **Consultant** or by **Consultant** providing the **City** a ninety (90) day written notice. **Consultant** will be due the portion of the fees earned up to the time of termination.

SECTION IV COMPLIANCE AND STANDARDS

Consultant agrees to perform the work hereunder in accordance with generally accepted standards applicable thereto and shall use that degree of care and skill commensurate with the management consulting profession to comply with all applicable state, federal, and local laws, ordinances, rules, and regulations relating to the work to be performed hereunder and **Consultant’s** performance. **Consultant** agrees that the **City** shall have the right to use all exhibits, maps, reports, analyses and other documents prepared or compiled by **Consultant** pursuant to this Agreement, and **Consultant** shall and does hereby agree to indemnify and hold harmless the **City**, its officers, agents, and employees from any and all damages, loss or liability of any kind, whatsoever, by reason of death or injury to property or third persons caused by the negligent act or omission of **Consultant**, its officers, agents, employees, invitees or other persons for whom it is legally liable, with regard to the performance of this Contract.

SECTION V THE CONSULTANT’S COMPENSATION

For, and in consideration of, the services rendered by the **Consultant** pursuant to this Agreement, the **City** shall pay to the **Consultant** the amount detailed in "Exhibit B"; said amount being hereinafter called the “total basic fee”. Compensation shall be only for services rendered as requested by the **City** in official communication from the **City**.

SECTION VI TIME OF PAYMENT

Payment by the **City** to the **Consultant** shall be made as follows:

Within **thirty** (30) days of the end of each calendar month during the performance of the individual assignments, **Consultant** shall submit to the **City**, an invoice in a form acceptable to the **City**. This invoice shall set forth the charges for the services provided which were completed during such billing period, and the compensation which is due for same. The invoice must contain the street address, description of services, and date performed. The **City** shall review the same and approve it with such modifications, as it may deem appropriate. The **City** shall pay each invoice as approved within thirty (30) days after receipt of a true and correct invoice by the **Consultant** to the **City**. The approval or payment of any such invoice shall not be considered to be evidence of performance by the **Consultant** to the point indicated by such invoice or of the receipt of or acceptance by the **City** of the work covered by such invoice.

SECTION VII ADDRESS AND NOTICES AND COMMUNICATIONS

The parties contemplate that they will engage in informal communications with respect to the subject matter of this Agreement. However, any formal notices or other communications (“Notice”) required to be given by one party to the other by this Agreement shall be given in writing addressed to the party to be notified at the address set forth below for such party. This shall be done either (i) by delivering the same in person, (ii) by depositing the same in the United States Mail, certified or registered, return receipt requested, postage prepaid, addressed to the party to be notified, (iii) by depositing the same with Federal Express or another nationally recognized courier service guaranteed “next day delivery,” addressed to the party to be notified, or (iv) by sending the same by facsimile with confirming copy sent by mail, (v) by email, with receipt, from the **City Administrator**, or her/his designee. Notice deposited in the United States mail in the manner hereinabove described shall be deemed effective from and after the date of such deposit. Notice given in any other manner shall be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the parties, until changed by providing written notice in accordance hereunder, shall be as follows:

All notices and communications under this Agreement shall be mailed to the **Consultant** at the following address:

TX BBG Consulting, Inc.
ATTN: Kevin Taylor
201 Westheimer Street, Unit G
Houston, TX 77006
Ktaylor@BBGcode.com

**SECTION VIII
SUCCESSORS AND ASSIGNS**

The **City** and the **Consultant** bind themselves and their successors, executors, administrators, and assigns to the other party of this Agreement and to the successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Neither the **City** nor the **Consultant** shall assign, sublet or transfer its or his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body, which may be a party hereto.

**SECTION IX
MEDIA**

Contact with the news media shall be the sole responsibility of the **City**. **Consultant** shall under no circumstances release any material or information developed in the performance of its services hereunder without the express written permission of the **City**.

**SECTION X
MODIFICATIONS**

This instrument, including Exhibits “A” and “B,” contains the entire Agreement between the parties relating to the rights herein granted and the obligation herein assumed. Any oral or written representations or modifications concerning this instrument shall be of no force and effect excepting a subsequent modification in writing signed by both parties hereto.

**SECTION XI
AUTHORITY OF CITY
CITY ADMINISTRATOR**

All work to be performed by the **Consultant** hereunder shall be performed to the satisfaction of the City Administrator of the **City of Hunters Creek Village**. The City Administrator (or his designee) shall decide any and all questions, which may arise as to the quality, or acceptability of the work performed by the **Consultant** and the decisions of the City Administrator in such cases shall be final and binding on both parties. However, nothing contained herein shall be construed to authorize the City Administrator to alter, vary or amend this Agreement.

**SECTION XII
MISCELLANEOUS**

1. No Waiver. The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach of any provision of this Agreement.
2. Compliance. The parties enter into this Agreement with the intent of conducting their relationship in full compliance with the applicable state, local, and federal laws. Any complaint from either the **City** or general public concerning **professional services** by **Consultant** shall be responded to within one business day by the **Consultant**.
3. Governing Law. This Agreement shall be interpreted, construed, and governed according to the laws of the State of Texas.
4. Headings. Paragraph headings contained in this Agreement are for convenience only and should in no manner be construed as part of this Agreement.
5. Legal Construction. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been included in the Agreement.
6. Prior Agreements Superseded. This Agreement constitutes the sole agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting that subject matter.
7. Attorney Fees and Costs. The prevailing party in any dispute or legal proceedings enforcing this Agreement shall be entitled to recover its attorney's fees, witness fees, litigation expenses and costs, as same are reasonable and necessary, to be paid by the non-prevailing party.
8. Venue. All amounts due under this Agreement, including, but not limited to, payments under this Agreement or damages for breach of this Agreement, shall be paid and due in Harris County, Texas, which is the county in which the principal administrative office of **City** is located. It is specifically agreed among the parties to this Agreement, that this Agreement is fully performable in Harris County, Texas.
9. Insurance. Consultant agrees to name the **City** and its interests as a certificate holder on consultant's insurance policy per attached document.
10. No Joint Venture/Independent Contract: The parties agree that this agreement is not intended to create nor does create a joint venture between the parties and consultant at all times is retained as an independent contractor and not an employee of the **City**.
11. Anti-Boycott Verification. As required by Chapter 2270, Texas Government Code, the **Consultant** hereby verifies that it does not boycott Israel and will not boycott Israel through the term of this Agreement. For purposes of this verification, "Boycott Israel"

means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

12. Iran, Sudan and Foreign Terrorist Organizations. Pursuant to Chapter 2252, Texas Government Code, the **Consultant** represents and certifies that, at the time of execution of this Agreement neither the **Consultant**, 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.

This document and included instruments **are** the entire contract and recites the full consideration between the parties, there being no other written or parole agreement.

IN WITNESS WHEREOF, said **City of Hunters Creek Village** has lawfully caused these presents to be executed by the City Administrator of said **City**, and the corporate seal of said Municipality to be hereunto affixed and this instrument to be attested by the City Secretary; and the said **Consultant**, acting by its thereunto duly authorized representative, does now sign, execute and deliver this instrument.

DONE at City of Hunters Creek Village, Texas on the ____ day of _____, 2022.

By: _____
Tom Fullen,
City Administrator

Date

ATTEST:

By: _____
City Secretary

Date

CONSULTANT

By: _____
Kevin Taylor
President TX BBG Consulting, Inc.

Date

Exhibit “A”

Scope of Services

A. Inspections. Inspections shall be performed within 24 hours of notification by The City. All reasonable effort shall be made by TX BBG Consulting to perform inspections when, at the request of The City, there is a need for immediate services. Such inspections shall be performed at no additional cost to The City. TX BBG Consulting will provide next day inspection services for all inspection request received before 6 pm. Inspection only services for all projects will be provided on a stop per day basis fees will be as detailed in the table below:

Exhibit “B”

Pricing of Services

Price for Inspection Services	
Price Per Stop	\$40.00

1. Inspection fee based per stop, regardless of the number of disciplines to be inspected at each stop.

Example of a Stop

Inspection Address	Inspections Requested – All Inspections = One Stop
1 Hunters Creek Place	Plumbing Rough
	Electrical Rough
	Mechanical Rough

B. Plan Review. Inspections shall be performed within five days of notification by The City. All reasonable effort shall be made by TX BBG Consulting to perform plan reviews when, at the request of The City, there is a need for immediate services.

TX BBG Consulting Fees	
Services	Fees
Commercial Plan Review Services less than 500,000 and more than 150,000.	30% of City Permit Fee
Commercial Plan Review 500,000 and over	25% of City Permit Fee
Residential Plan Review	\$300.00 per Residential Project
Commercial Small Project (150,000 valuation or lower)	\$125.00 per Commercial Project

Reduced Cost



Better Service

BBG CONSULTING, INC.



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to modify the amount of the tax exemption granted by the City for residential homesteads owned by citizens who are 65 or older.

EXHIBITS: Tax Analysis

Hunter's Creek
 Analyze change on over 65 exemption

	Current	Adjusted Exempt
	10,000.00	200,000.00
# (inc SS)	473.00	473.00
	4,730,000.00	94,600,000.00
Taxable	3,087,850,847.00	2,997,980,847.00
Levy	5,992,962.68	5,818,541.19
0.194082		5,992,963.71

	Example - No over 65	Over 65
	2,000,000.00	2,000,000.00
0.194082	3,881.64	3,862.23
0.1999	3,998.00	3,798.10
	116.36	(64.13)

0.199900 needed to maintain current amount of levy

2021 Tax Rates and Exemptions

Entity	Tax Rate per \$100 of Value	Exemptions L = Local S = State DP = Disabled Person	
<u>Spring Branch ISD (025)</u>	\$1.3043	L Hmstd	20%
(Adopted 9/25/17)	\$0.9998M/O	S Hmstd	\$25,000
	\$0.3045I/S	S Over 65	\$10,000
		L Over 65	\$21,400
		S DP	\$10,000
		L DP	\$ 5,000
<u>City of Bunker Hill Village (053)</u>	.275000	L Over 65	\$15,000
(Adopted 9/21/21)	.227338 M/O		
	.047662I/S		
<u>City of Hedwig Village (055)</u>	.339404	L Hmstd	20%
(Adopted 9/21/21)	.280057 M/O	L Over 65	\$20,000
	.059347 I/S		
<u>City of Hilshire Village (060)</u>	.589884	Local Hmstd	20%
(Adopted 9/22/21)	.455049M/O	L Over 65	\$40,000
	.134835 I/S	L DP	\$40,000
<u>City of Hunters Creek Village(65)</u>	.194082	L Over 65	\$ 10,000
(Adopted 9/21/21)			
<u>City of Piney Point Village (75)</u>	.255140	Local Over 65	\$ 21,000
(Adopted 9/27/21)	.206160 M/O	L DP	\$ 21,000
	.048980 I/S		
<u>City of Spring Valley Village(080)</u>	.415000	Local Hmstd	20%
(Adopted 9/28/21)	.349008 M/O	L Over 65	\$20,000
	.065992 I/S	L DP	\$20,000
<u>Memorial VillagesWater Authority(707)</u>	.026369	Local Hmstd	20%
(Adopted 10/03/17)		L Over 65	\$21,400

M/O = Maintenance & Operating Taxes I/S = Interest & Sinking Fund Taxes

All Jurisdictions - Veteran Exemptions 5,000 - 7,500 -10,000 - 12,000



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

AGENDA DATE: March 22, 2022
AGENDA SUBJECT: Discussion and possible action to approve the change in the rotation of the chairmanship of the Police Commission as provided in the resolution adopted by the Police Commission at its March 2022 meeting.
EXHIBITS: Letter & Resolution

City of
BUNKER HILL VILLAGE
WWW.BUNKERHILLTX.GOV

March 9, 2022

Memorial Villages Police Commission
Memorial Villages Police Department
11981 Memorial Drive
Houston, Texas 77024

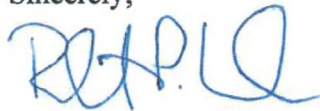
Dear Members of the Memorial Villages Police Commission:

As you are aware, City Councilmember and Police Commissioner Jay Smyre will soon be moving from the City of Bunker Hill and retiring in Salado, Texas. I know you join me in thanking Jay for his dedication to the Police Commission over the years and wishing him the very best in his retirement.

As a result of this upcoming vacancy on the Commission and vacancy of the Chairmanship, our City Council approved the attached resolution at our meeting on March 8, 2022 naming Carl Moerer to fill the City of Bunker Hill's newly vacant position once held by Jay Smyre. In addition, the City Council and I respectfully request that the Commission consider allowing the City of Bunker Hill's Chairmanship of the Commissioners be delayed until January 2023 to allow more time and experience for Bunker Hill's Commissioner(s) to be ready to fill the Chairmanship role.

We certainly appreciate your consideration of this request. Should you require additional information, please let me know.

Sincerely,



Robert P. Lord, Mayor

Attachment

cc: **The Honorable Jim Pappas**
Mayor, City of Hunters Creek Village

The Honorable Mark Kobelan
Mayor, City of Piney Point Village



PHONE: (713) 467-9762 | 11977 MEMORIAL DRIVE, HOUSTON, TEXAS 77024 | FAX: (713) 827-8752

RESOLUTION 03-08-2022 A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, NAMING SAID CITY'S COMMISSIONER ON THE BOARD OF COMMISSIONERS OF THE MEMORIAL VILLAGES POLICE DEPARTMENT.

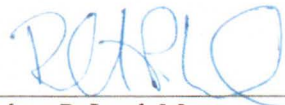
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

Section 1. That Carl Moerer shall be, and is hereby appointed to replace Jay Smyre as one of the City's two regular commissioners on the Board of Commissioners of the Memorial Villages Police Department.

Section 2. That the appointment made herein be, and is hereby, made effective as of the date of the adoption.


Section 3. That the City Secretary be, and she is hereby, authorized and directed to immediately send a certified copy of this Resolution to the Board of Commissioners of the Memorial Villages Police Department and to the Cities of Hunters Creek Village, and Piney Point Village, Texas (the other contracting cities of the Memorial Villages Police Department), at their respective addresses shown.

PASSED, APPROVED, AND ADOPTED this the 8th of March 2022.



Robert P. Lord, Mayor

ATTEST:



Karen H. Glynn, Acting City Secretary

RESOLUTION NO. 2022-__

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MEMORIAL VILLAGES POLICE DEPARTMENT APPROVING A REQUEST BY THE CITY OF BUNKER HILL VILLAGE TO TRADE PLACES WITH THE CITY OF HUNTERS CREEK VILLAGE IN THE ROTATION OF THE CHAIRMANSHIP OF THE COMMISSION FOR THE YEARS 2022 AND 2023.

* * * * *

WHEREAS, under the inter-local agreement creating the Memorial Villages Police Department the three participant cities rotate the chairmanship of the Board of Commissioners on an annual basis;

WHEREAS, under the current rotation one of Bunker Hill's two regular commissioners is scheduled to serve as chairman during calendar year 2022;

WHEREAS, Jay Smyre, the Bunker Hill commissioner who is currently serving as the chairman of the Board of Commissioners is moving and has resigned from his position as a commissioner;

WHEREAS, Bunker Hill has named a new commissioner to replace commissioner Smyre;

WHEREAS, Bunker Hill has requested to trade places with Hunters Creek in the rotation of the chairmanship, with the senior Hunters Creek commissioner to serve as chairman for the remainder of 2022, and with one of Bunker Hill's commissioners to serve as chairman in calendar year 2023, and with the normal rotation to resume in 2024 when Piney Point will hold the chairmanship; and

WHEREAS, the Board of Commissioners is of the opinion that Bunker Hill's request should be approved.

NOW THEREFORE,

**THE BOARD OF COMMISSIONERS OF THE MEMORIAL VILLAGES
POLICE DEPARTMENT RESOLVES AS FOLLOWS:**

Section 1. The request by the City of Bunker Hill Village to switch places in the rotation of the chairmanship of the Board of Commissioners is approved under the conditions described below.

Section 2. Hunters Creek shall hold the chairmanship for the remainder of calendar year 2022 and Bunker Hill shall hold the chairmanship in 2023. In 2024, Piney Point shall hold the chairmanship and the regular rotation will resume with Bunker Hill holding the chairmanship in 2025 and Hunters Creek in 2026.

Section 3. This resolution shall not become effective unless and until the Hunters Creek City Council approves the change in the chairmanship rotation described above.

Section 4. The Chairman of the Commission is authorized to sign this resolution to evidence its approval by the Commission, at a duly called meeting of the Board of Commissioners, on the date indicated below.

PASSED AND APPROVED this _____ day of _____, 2022.

Chairman, Board of Commissioners,
Memorial Villages Police Department