

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, April 26, 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. 6-21**
 3. Fire Commissioner Monthly Report **Pgs. 22-23**
 4. Building Official Monthly Report **Pgs. 24-38**
 5. City Engineer Monthly Report **Pg 39**
 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 March 22, 2022. **Pgs. 40-44**
 2. Approval of the Cash Disbursement Journal for March 2022. **Pgs. 45-47**

F. REGULAR AGENDA

1. Discussion and possible action to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership. **Pgs. 48-49**
2. Discussion and possible action to approve a request to change the street address for 10841 Beinhorn Road to 781 Pifer Road within the City. **Pgs. 50-55**
3. Discussion and possible action to approve or object to CenterPoint Energy Houston Electric, LLC's Annual Franchise Fee Calculation. **Pgs. 56-58**
4. Discussion and possible action to approve a resolution denying the DCRF application filed by Center Point Electric. **Pgs. 59-62**
5. Discussion and possible action to approve Change Order #1 to the contract with Jerdon Enterprise, L.P. - (Close Out) for the Rehabilitation of Outfall 28 in the amount \$177,534.44. **Pgs. 63-74**
6. Discussion and possible action to designate a representative and alternate representative to the Houston-Galveston Area Council 2022 General Assembly. **Pgs. 75-76**
7. Discussion and possible action to appoint Scott Frankel to Alternate Position #6 on the Zoning Board of Adjustment. **Pg. 77**
8. Discussion and possible action to appoint Brady Dodson to Alternate Position #7 on the Zoning Board of Adjustment. **Pg. 78**
9. Discussion and possible action to approve a resolution appointing Rob Adams as the City's Fire Commissioner and Pat McClellan as the City's alternate Fire Commissioner. **Pg. 79**

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

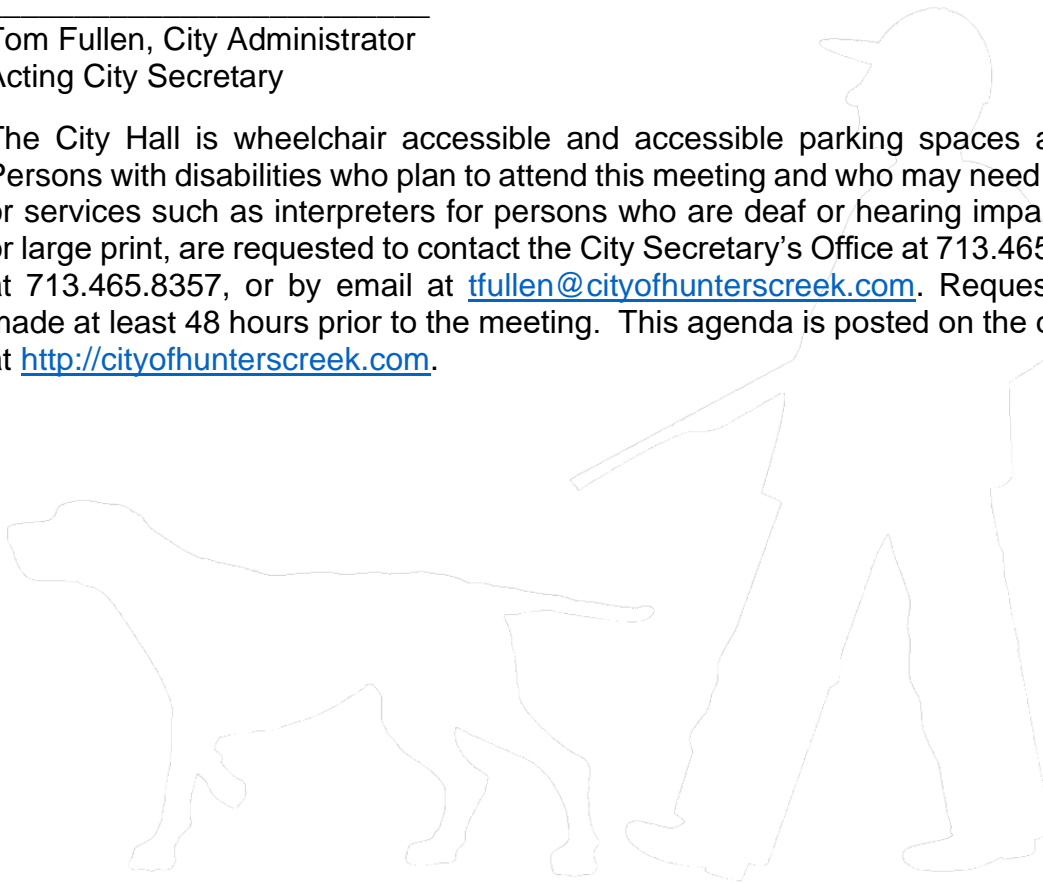
prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076.

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: April 22, 2022 at 3:30 p.m. and remained so posted continuously for at least 72 hours before said meeting was convened.

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
March 31, 2022**

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

A. Current Taxable Value \$ 3,044,266,504

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

	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Original Levy 0.194082	\$ 5,727,601.35	\$ -	\$ 5,727,601.35
Carryover Balance	-	144,026.48	144,026.48
Adjustments	180,771.94	(1,591.53)	179,180.41
Adjusted Levy	5,908,373.29	142,434.95	6,050,808.24
Less Collections Y-T-D	5,723,842.70	934.03	5,724,776.73
Receivable Balance	<u>\$ 184,530.59</u>	<u>\$ 141,500.92</u>	<u>\$ 326,031.51</u>

C. COLLECTION RECAP:

Current Month:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax	\$ 102,478.91	\$ 13.91	\$ 102,492.82
Penalty & Interest	6,136.27	4.01	6,140.28
Attorney Fees	-	3.88	3.88
Other Fees	119.83	1.40	121.23
Total Collections	<u>\$ 108,735.01</u>	<u>\$ 23.20</u>	<u>\$ 108,758.21</u>

Year-To-Date:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
Base Tax:	\$ 5,723,842.70	\$ 934.03	\$ 5,724,776.73
Penalty & Interest	12,571.05	191.51	12,762.56
Attorney Fees	-	37.69	37.69
Other Fees	1,879.94	1.40	1,881.34
Total Collections	<u>\$ 5,738,293.69</u>	<u>\$ 1,164.63</u>	<u>\$ 5,739,458.32</u>

Percent of Adjusted Levy	<u>97.12%</u>	<u>97.14%</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	109,691.87	5,689,238.50	-303,724.50	5.07 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	-477.01	920.02	-14,079.98	93.87 %
100-00-41010	FRANCHISE TAXES	370,000.00	370,000.00	20,383.68	51,047.48	-318,952.52	86.20 %
100-00-41015	SALES TAXES	500,000.00	500,000.00	53,824.76	198,877.23	-301,122.77	60.22 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	1,832.03	4,170.95	-15,829.05	79.15 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	8,149.53	11,959.11	-3,040.89	20.27 %
100-00-42035	BUILDING PERMITS	225,000.00	225,000.00	69,170.74	134,935.74	-90,064.26	40.03 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	721.59	1,491.65	-508.35	25.42 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	385.52	793.97	-3,206.03	80.15 %
100-00-43070	METRO RECEIPTS	250,000.00	250,000.00	26,912.38	99,438.62	-150,561.38	60.22 %
100-00-44025	TRAFFIC FINES	75,000.00	75,000.00	18,788.79	43,150.78	-31,849.22	42.47 %
100-00-44027	COURT TECHNOLOGY FUND	2,000.00	2,000.00	289.69	728.23	-1,271.77	63.59 %
100-00-44028	COURT SECURITY FUND	1,500.00	1,500.00	348.67	840.70	-659.30	43.95 %
100-00-46030	INTEREST INCOME	5,000.00	5,000.00	1,566.41	4,411.35	-588.65	11.77 %
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	1,210.00	1,307.38	-8,692.62	86.93 %
100-00-48065	AMERICAN RESCUE PLAN ACT	600,000.00	600,000.00	1,192.18	1,192.18	-598,807.82	99.80 %
	Revenue Total:	8,122,463.00	8,122,463.00	313,990.83	6,244,503.89	-1,877,959.11	23.12 %
Expense							
100-01-71000	SALARIES & WAGES	573,525.00	573,525.00	36,955.36	112,466.48	461,058.52	80.39 %
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	6,913.37	21,035.73	81,224.27	79.43 %
100-01-71030	PAYROLL TAXES	44,310.00	44,310.00	2,924.96	10,510.87	33,799.13	76.28 %
100-01-71105	INSURANCE BENEFITS	123,200.00	123,200.00	6,243.36	25,315.87	97,884.13	79.45 %
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	0.00	410.92	14,589.08	97.26 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	358.32	1,069.59	7,430.41	87.42 %
100-01-72060	TELEPHONE	17,325.00	17,325.00	1,470.54	2,979.41	14,345.59	82.80 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	25.00	773.35	9,226.65	92.27 %
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	475.00	1,500.00	8,700.00	85.29 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	246.21	246.21	1,553.79	86.32 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	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	50.82	1,696.44	3,303.56	66.07 %
100-01-76010	COMPUTER SOFTWARE SERVICES	14,700.00	14,700.00	11,388.17	11,388.17	3,311.83	22.53 %
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	143.85	1,256.27	21,743.73	94.54 %
100-02-72042	CONSULTING SERVICES	20,000.00	20,000.00	705.80	2,743.51	17,256.49	86.28 %
100-02-72085	TAX COLLECTOR/ASSESSOR	62,000.00	62,000.00	10,631.00	10,631.00	51,369.00	82.85 %
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	2,160.00	6,125.00	68,875.00	91.83 %
100-02-72502	CITY ENGINEER	75,000.00	75,000.00	4,760.00	4,760.00	70,240.00	93.65 %
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	0.00	100.00	7,400.00	98.67 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-03-72001	VILLAGE FIRE DEPARTMENT	1,658,392.00	1,658,392.00	138,199.34	483,697.68	1,174,694.32	70.83 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,099,750.00	2,099,750.00	191,478.50	720,922.00	1,378,828.00	65.67 %
100-04-72015	GARBAGE SERVICE	550,000.00	550,000.00	42,769.42	85,538.84	464,461.16	84.45 %
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	0.00	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	157.77	417.52	3,182.48	88.40 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	6,540.00	13,120.00	46,880.00	78.13 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	311.75	855.87	14,144.13	94.29 %
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	3,628.00	6,806.00	68,194.00	90.93 %
100-04-72541	CONTRACT LABOR	35,000.00	35,000.00	3,176.25	7,700.00	27,300.00	78.00 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	181.06	411.39	29,588.61	98.63 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	0.00	159.70	14,840.30	98.94 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	869.00	2,131.00	71.03 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	9,215.93	10,646.52	89,353.48	89.35 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	482.52	2,303.11	27,696.89	92.32 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,975.00	9,975.00	835.65	835.65	9,139.35	91.62 %
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	0.00	1,225.00	13,775.00	91.83 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	558.97	1,334.27	1,665.73	55.52 %
100-05-73000	JUDGES & PROSECUTORS	40,000.00	40,000.00	2,978.50	6,603.50	33,396.50	83.49 %
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	27.96	58.84	2,441.16	97.65 %
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	561.10	1,238.90	68.83 %
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPTI...	500.00	500.00	0.00	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	485,993.38	1,559,552.30	5,167,747.70	76.82 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,395,163.00	1,395,163.00	-172,002.55	4,684,951.59	3,289,788.59	-235.80 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)							
Expense							
200-01-75038	STREET AND MAINTANANCE - RECUR...	250,000.00	250,000.00	50,137.41	50,137.41	199,862.59	79.95 %
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	113,695.86	113,695.86	616,304.14	84.43 %
200-01-75055	STREET SIGN REPLACEMENT	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
200-01-75056	TRAFFIC LIGHT MAST ARMS	0.00	0.00	15,699.00	15,699.00	-15,699.00	0.00 %
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	179,532.27	179,532.27	3,275,467.73	94.80 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,455,000.00	3,455,000.00	179,532.27	179,532.27	3,275,467.73	94.80 %
	Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	-351,534.82	4,505,419.32	6,565,256.32	318.73 %

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	313,990.83	6,244,503.89	-1,877,959.11	23.12 %
Expense	6,727,300.00	6,727,300.00	485,993.38	1,559,552.30	5,167,747.70	76.82 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,395,163.00	1,395,163.00	-172,002.55	4,684,951.59	3,289,788.59	-235.80 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	3,455,000.00	3,455,000.00	179,532.27	179,532.27	3,275,467.73	94.80 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,455,000.00	3,455,000.00	179,532.27	179,532.27	3,275,467.73	94.80 %
Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	-351,534.82	4,505,419.32	6,565,256.32	318.73 %

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	-172,002.55	4,684,951.59	3,289,788.59
200 - CAPITAL IMPROVEMENTS (02)	-3,455,000.00	-3,455,000.00	-179,532.27	-179,532.27	3,275,467.73
Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	-351,534.82	4,505,419.32	6,565,256.32

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	\$12,675	\$8,623
Feb.	264	116C/148W	\$14,774	\$9,785	\$4,989	24	4C/18W	\$3,424	\$2,226	\$1,198	158	81	77	\$14,241	\$10,007
March	38	18C/20W	\$11,245	\$7,858	\$3,387	28	15C/13W	\$11,892	\$8,005	\$3,886	157	79	78	\$20,420	\$14,663
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	345	178	167	\$47,336	\$33,292
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	28.8	15	14	\$3,944.69	\$2,774.37

*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

April 11, 2022

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: March Monthly Report

During the month of March MVPD responded/handled a total of 6,164 calls/incidents. 4,904 House Watch checks were conducted. 450 traffic stops were initiated with 482 citations being issued for 816 violations. (Note: 10 Assists in Hedwig, 84 in Houston, 1 in Spring Valley and 1 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1883/4058	1549/3247	1	183/73/256	3@2:47
Piney Point:	1588/3911	1241/2998	3	207/82/289	5@3:13
Hunters Creek:	2562/5262	2104/4006	12	192/79/271	<u>6@3:51</u>
				Cites/Warn/Total	14@3:45

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	185	Ord. Violations:	29	Speeding:	180
Animal Calls:	18	Information:	21	Exp. Registration:	109
ALPR Hits:	90	Suspicious Situations	80	No Ins:	80
Assist Fire:	38	Loud Party	16	No License	87
Assist EMS:	20	Welfare Checks:	6	Stop Sign	31

*This month the department generated a total of 83 police reports.
 BH-18, PP-25, HC-37, HOU-2, HED-0, SV-1*

Crimes Against of Persons (0)

Crimes Against Property (16)

Burglary of a Motor Vehicle	2	Fraud/ID	10
Burglary of a Habitation	0		
Theft	4		

Petty/Quality of Life Crimes/Events (67)

ALPR Hits (valid)	12	Information Reports	18
Misc. Reports	16	Possession of CS	7
DWI	7	Warrants	7

Arrest Summary: Individuals Arrested (21)

Warrants	7	Felony	2
Class 3 Arrests	5	DWI	7

Budget YTD:	Expense	Budget	%
• Personnel Expense:	1,164,850	5,222,098	22.3%
• Operating Expense:	282,240	959,152	29.4%
• Total M&O Expenditures:	1,447,090	6,181,250	23.4%
• Capital Expenses:	9,622	178,000	5.4 %
• Net Expenses:	1,456,712	6,359,250	23%

Follow-up on Previous Month Items/Requests from Commission

- Budget Committee met on March 21, 2022, and explored several budget options. The committee agreed that the members would speak with their respective councils and mayors for additional guidance and direction.
- Chief Schultz contacted TMRS and received information on options and costs of making changes to the MVPD TMRS plan.
- Victoria calculated the costs to hire, train and equip a fulltime Animal Control Officer.
- Chief Schultz obtained information on how to create an animal control officer position from TML and reviewed the appropriate state statutes.
- Commissioner Huguenard was provided information on the city ordinances that are most often in conflict with each other due to differences in language, times and limitations.

Personnel Changes/Issues/Updates

- The department remains down two sworn positions.
- Officer Valdez moved to the other dayshift squad and Officers Burleson and Vasquez moved to dayshift from nightshift due to Officers Eckerfield and Williford being released from Field Training.

Major/Significant Events

- On March 9, 2022, officers stopped a vehicle after being notified of a stolen license plate on the SUV. A check of the VIN Number found the vehicle to also be stolen. A search of the vehicle located over 100 altered/fraudulent credit cards. The suspect was arrested.
- On March 11, 2022, officers located and stopped a vehicle that hit on the ALPR system. The vehicle was on the hotlist entered by HPD. Officers located stolen credit cards and fraudulent documents inside of the vehicle. The suspect was wanted by HPD for stealing vehicles and boats. One victim was a village resident. HPD detectives responded and took possession of the suspect, evidence and vehicle.
- On March 21st MVPD participated in a Community Conversation on Crime event that was held at St. Francis Church. The event was attended by just over 100 people.
- On March 22, 2022, MVPD executive staff met with Harris County DA K. Ogg and HFSC Dr. Stout and participated in discussions on the negative impact that HB1325 is having on case adjudication and the suppression of evidence.

Status Update on any Major Projects

- The area in front of the MVPD is being prepared for the installation of the Police Officers Monument. A dedication is being planned for May 21, 2022.
- Commissioner Rosenbaum updated the 2023-2028 MVPD Capital Projects Summary and cost estimates.

V-LINC new registrations in March: +21

BH – 1452(+7)

PP – 1046 (+4)

HC – 1487 (+6)

Out of Area – 497 (+4)

March VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 5	4:09
Fire – 1	3:18
EMS – 4	4:30

By Village

BH Fire – 0	0
BH EMS – 3	2:47
PP Fire – 1	3:12
PP EMS – 0	0
HC Fire -0	0
HC EMS -1	2:52

Combined VFD Events (Priority + Radio)

Total – 30	3:34
Fire – 23	3:18
EMS – 7	4:32

Radio Call Events

Total – 25	3:28
Fire- 22	3:18
EMS- 3	4:19

Radio Call Events by Village

BH – 7	3:58
PP – 11	4:04
HC – 7	2:50

2022 Burglary Map

Address

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

2022 Robberies

Address

MO



Daytime Burglary



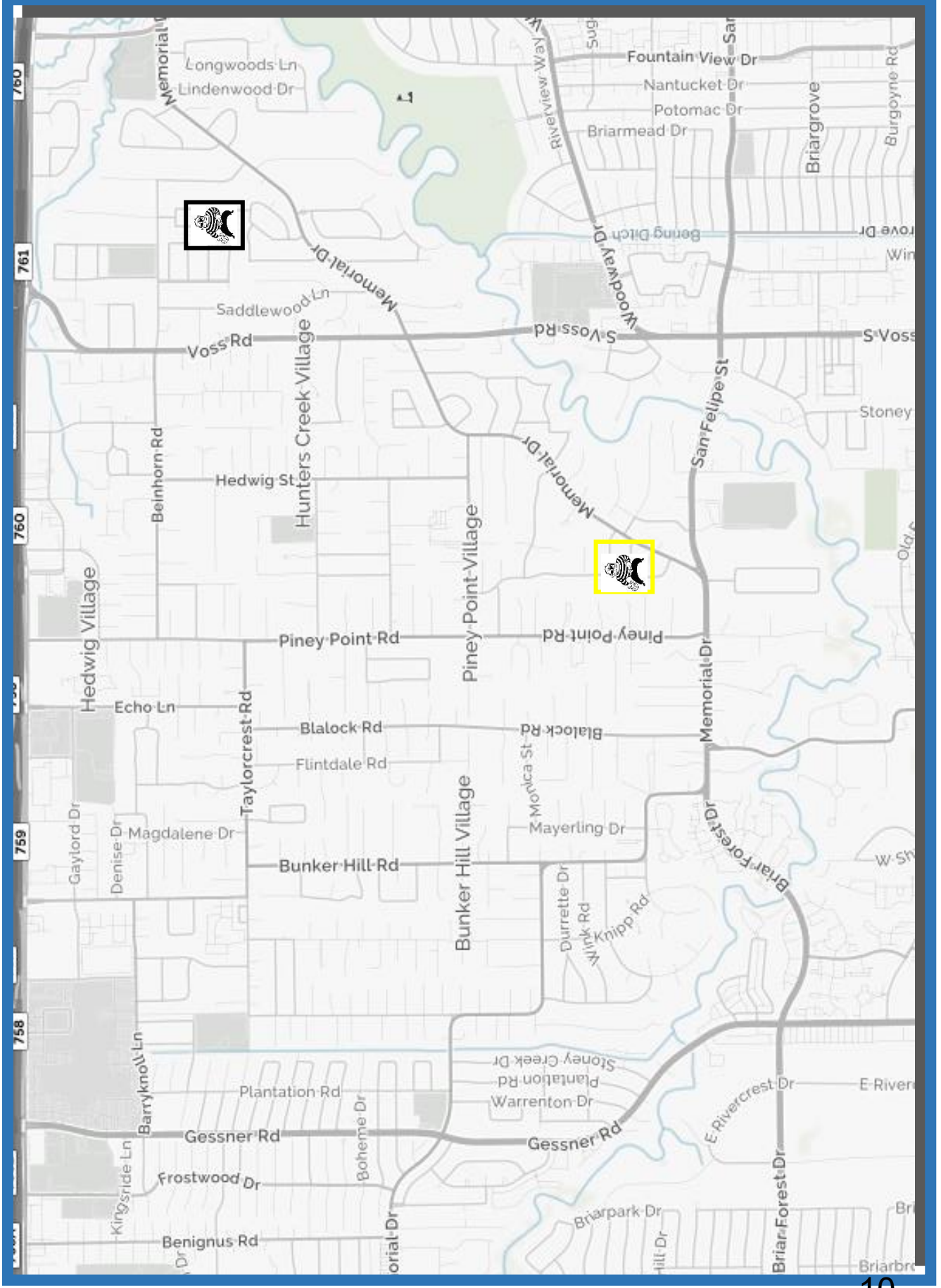
Nighttime Burglary



Robbery

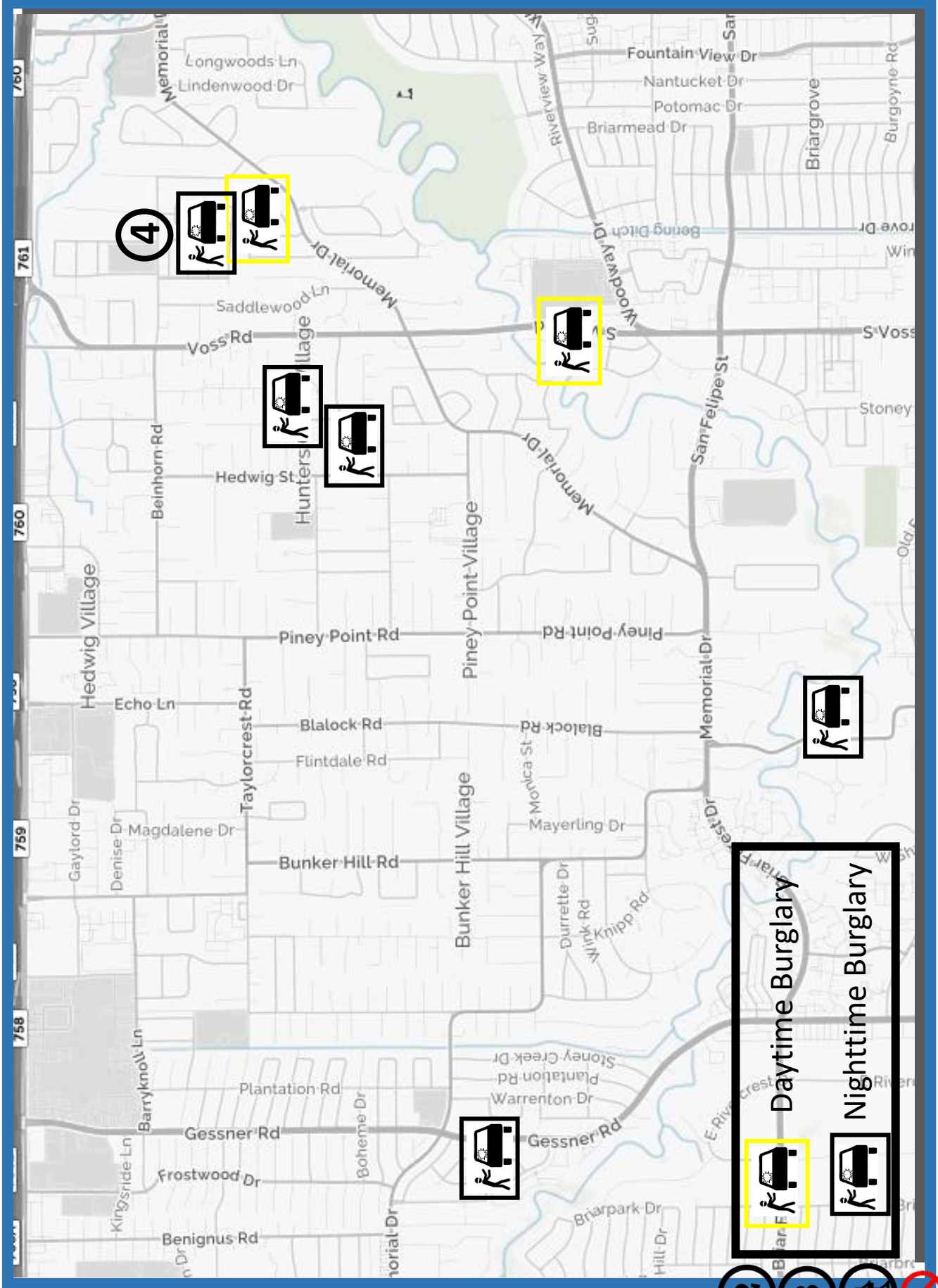


3/31/22



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
1 Windemere	UNL Vehicle
410 Pine Needle	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	0	16	67	83	21	6164	4904	1883	1549	1588	1241	2562	2104
April													
May													
June													
July													
August													
September													
October													
November													
December													
Total	2	48	183	233	58	13533	10263	4058	3247	3911	2998	5252	4006

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	0:41:47											
BIEHUNKO, JOHN	18:43:22	2:22:28	16:34:24										1	13
BOGGUS, LARRY	* 15:04:47	5:53:12	4:40:34											
BURLESON, Jason	12:07:07	8:50:51	10:28:24										1	22
CANALES, RALPH EDWARD	15:47:48	12:59:21	20:33:16										4	17
CERNY, BLAIR C.	* 10:28:34	4:46:23	5:09:00										1	1
ECKERFIELD, Dillion	14:43:31	50:20:55	41:45:59										4	43
HARWOOD, NICHOLAS	8:52:50	12:08:28	17:02:07										9	6
JARVIS, RICHARD	15:27:18	13:08:35	11:48:58										4	15
JONES, ERIC	* 0:00:00	0:00:00	0:00:00											
KELSO JR, RONALD K	18:23:38	18:34:45	18:24:13										7	23
KUKOWSKI, Andy	8:41:08	29:17:18	19:38:51										5	13
LOWRIE, Andy	22:19:30	25:03:32	25:44:26										3	55
MCELVANY, ROBERT	15:57:19	16:56:24	11:49:41										1	16
MILLER, OSCAR	* 2:11:11	0:26:31	2:26:05										1	1
NASH, CHRISTOPHER	5:48:17	8:01:05	12:25:46										2	8
Ortega, Yesenia	13:37:44	13:06:03	27:04:16										2	24
OWENS, LANE	* 1:19:54	0:00:00	0:01:20											
PAVLOCK, JAMES ADAM	7:53:53	12:46:08	21:56:20										5	65
RODRIGUEZ, CHRISTOPHER	* 3:33:25	1:10:27	2:30:35											
SCHANMEIR, CHRISTIAN	13:46:24	13:54:19	22:55:54										1	19
SCHULTZ, RAYMOND	* 0:08:10	0:19:11	0:00:00											
SILLIMAN, ERIC	18:28:11	21:46:57	18:28:05										6	18
SPRINKLE, MICHAEL	2:24:25	3:42:07	7:30:26										4	4
TAYLOR, CRAIG	14:23:05	8:57:33	15:22:47										2	15
TORRES, PATRICK	17:51:27	15:18:21	12:19:55										3	11
VALDEZ, JUAN	12:53:25	15:40:46	23:53:53										4	16
VASQUEZ, MONICA	17:21:21	13:46:27	13:46:55											11
WHITE, TERRY	19:20:30	25:56:34	40:33:51										11	33
WILLIFORD, Adam	2:52:41	16:38:20	42:14:42										8	35
* = Admin												Total	83	482

Dispatch Committed Time	Totals
911 Phone Calls	945
3700 Phone Calls	6913
DP General Phone Calls*	

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

Hedwig
▲ (8)

Bunker Hill
▲

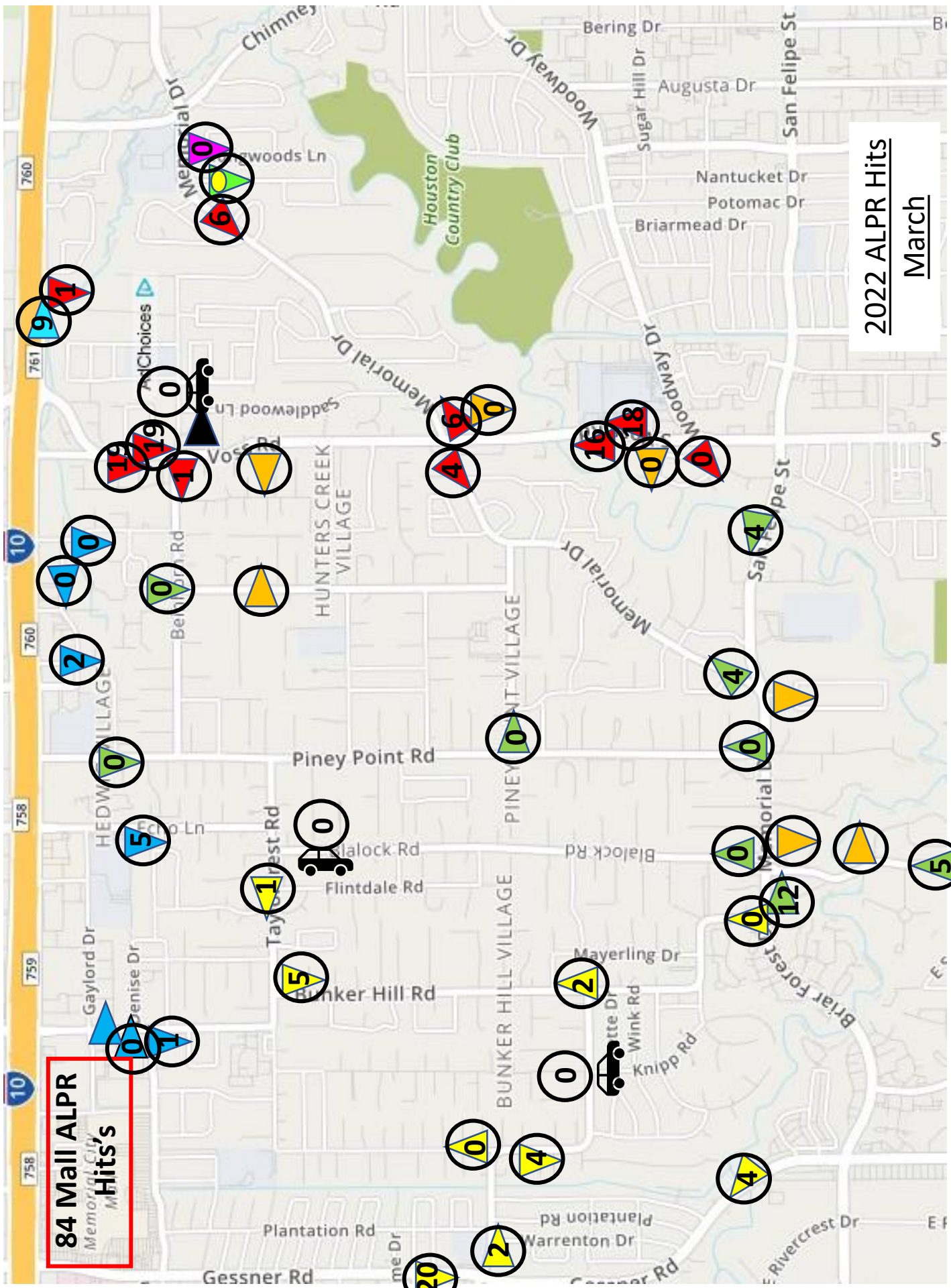
Piney Point
▲

Hunters Creek
▲

Frequent Mobile Locations
🚗

Total Hits
(170)
14

84 Mall ALPR Hits



Lindenwood HOA
▲

Longwoods HOA
▲

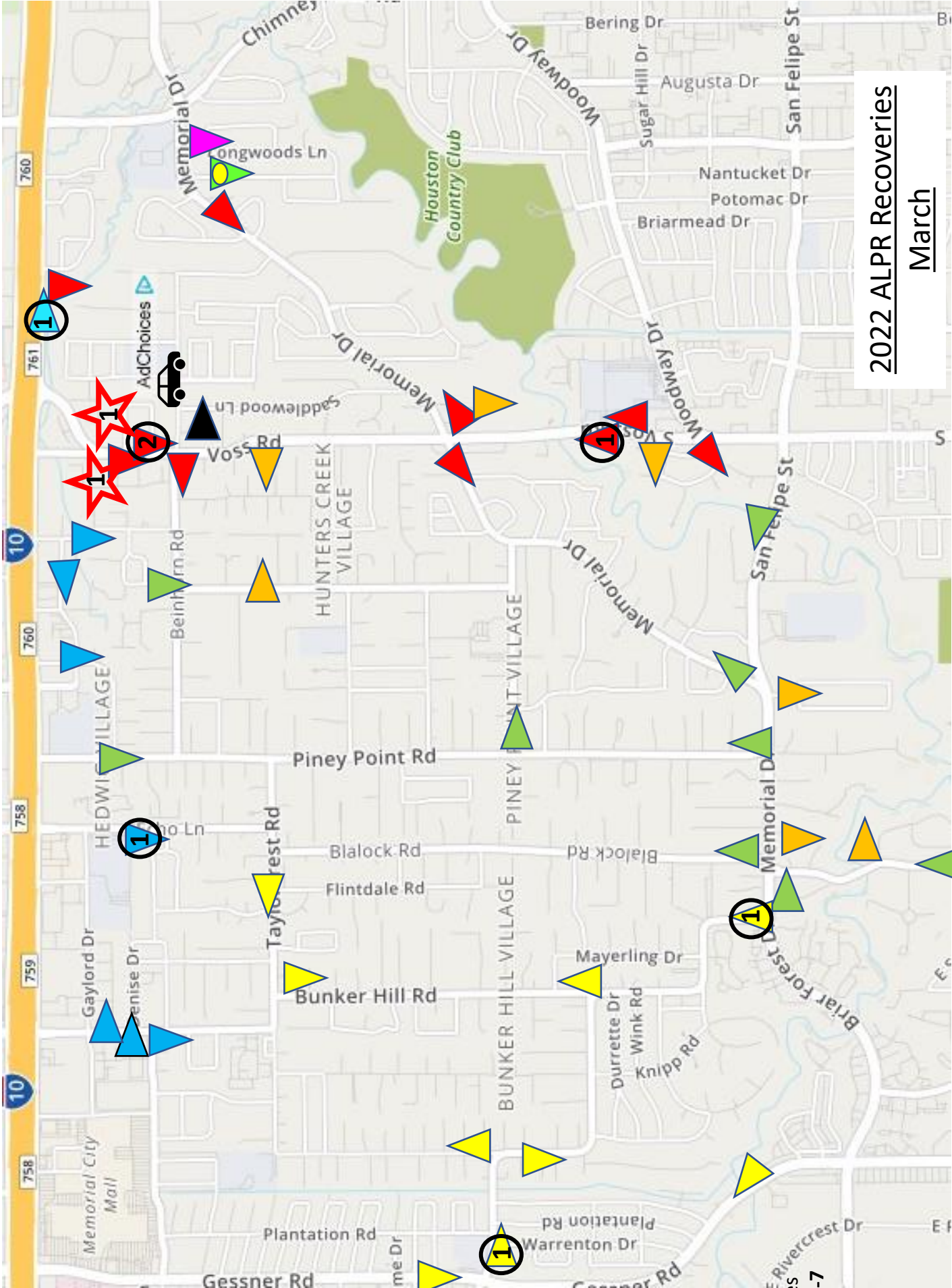
US Coins
▲

In Process
▲

HOA Systems
▲

2022 ALPR Hits
March

3/31/22



2022 ALPR Recoveries
March

Hedwig



Bunker Hill



Piney Point



Hunters Creek



Frequent

Mobile

Locations



6 Recovered Vehicles

Recovered Plates - 7



Investigative Leads

Lindenwood

HOA



Longwoods

HOA



US Coins



In Process



HOA

Systems



3/31/22

2022 ALPR Data Report

Plate Reads Summary

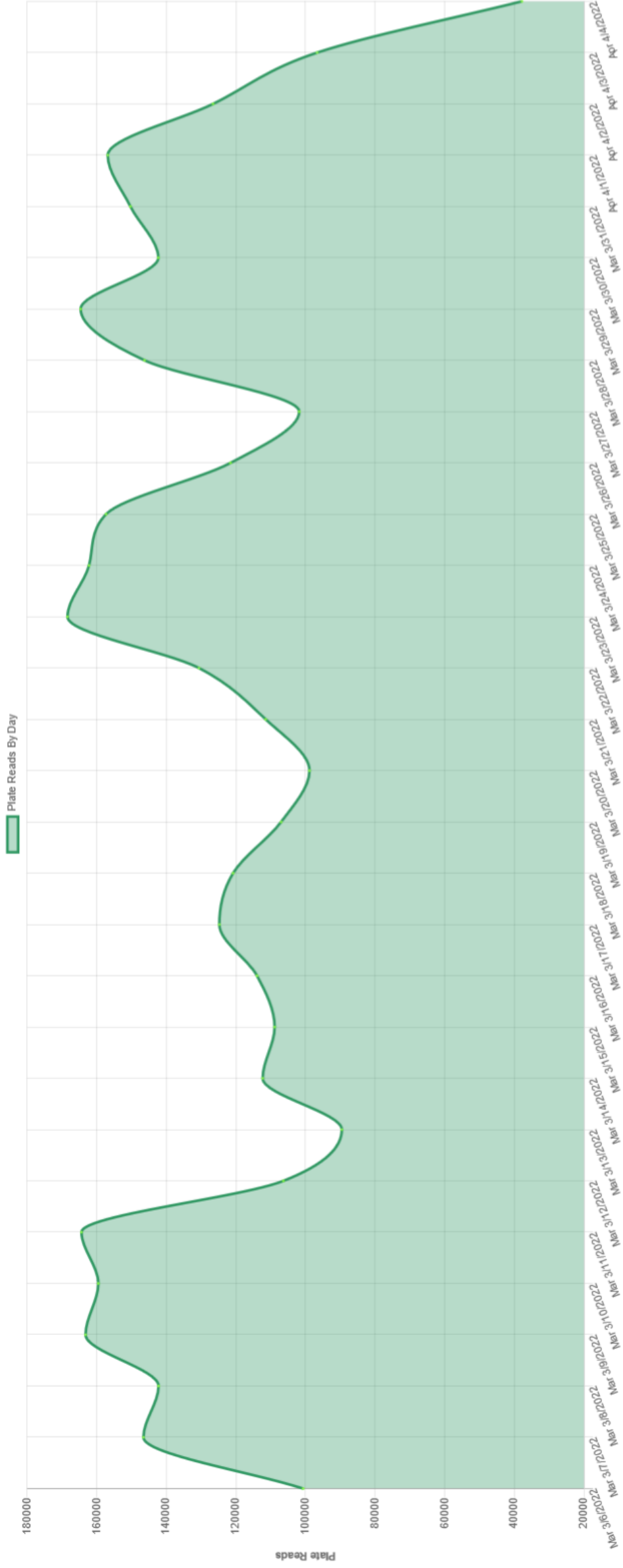
Total Plate Reads:
3,833,394

Export  CSV

Mar 6 - Apr 4

Cameras (30) ▾

Search



Unique Plate Reads Summary

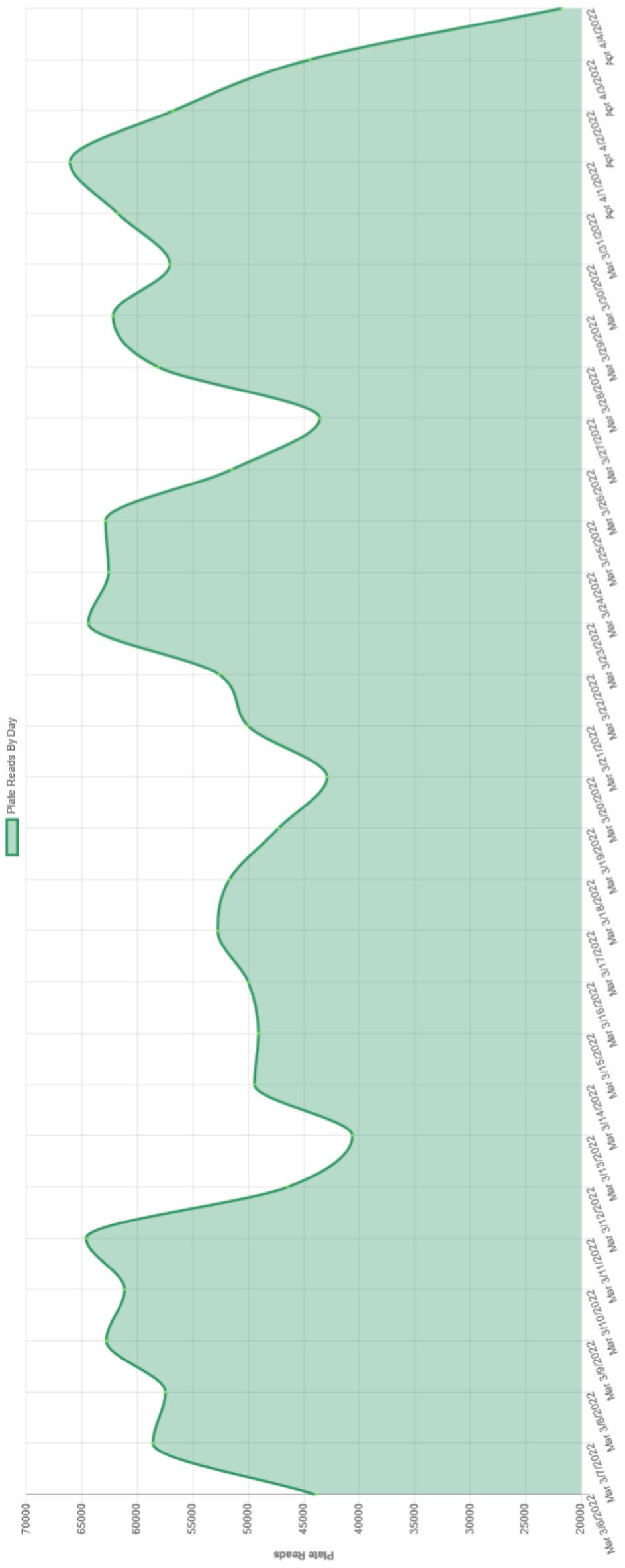
Total Unique Plate Reads:
1,594,445

Export 

Mar 6 - Apr 4

Cameras (30)

Search



Hits Report

Total Hits:
170

Export  csv

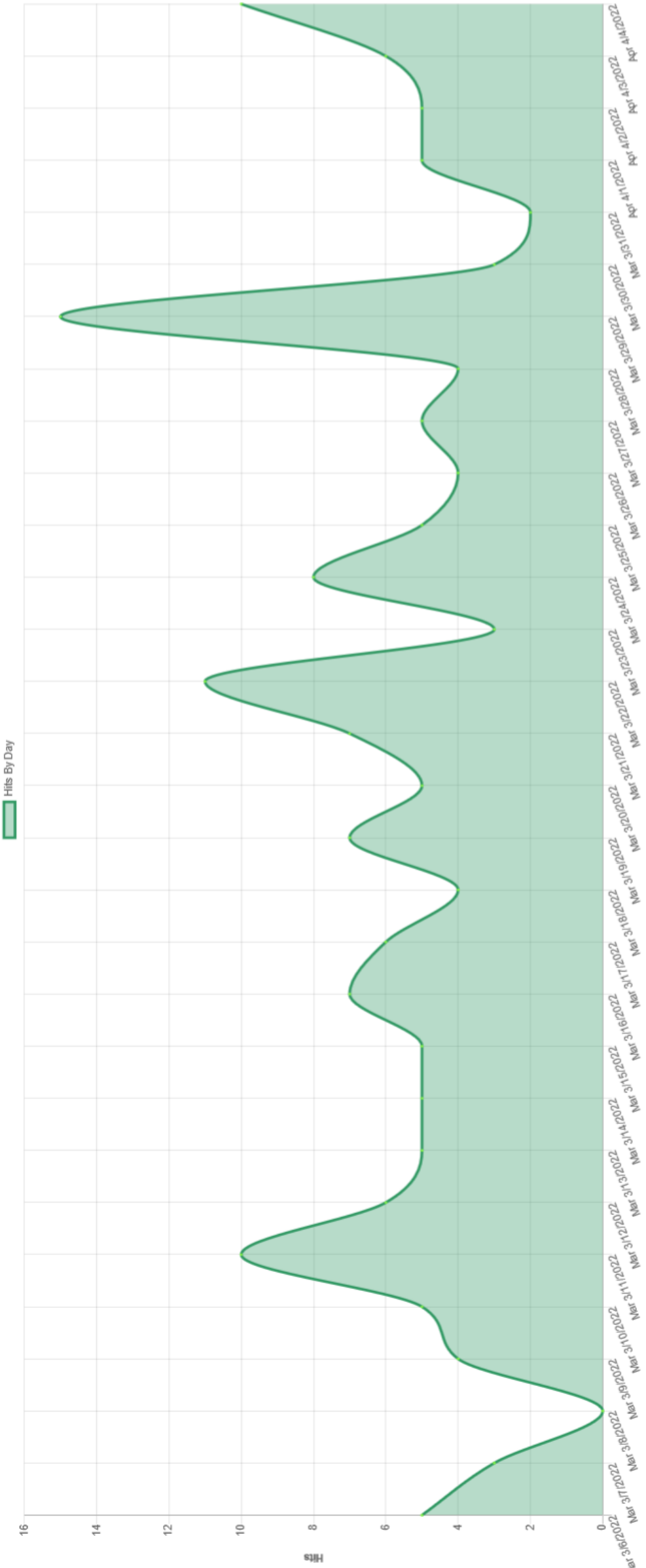
Mar 6 - Apr 4

Topics (14) ▾

Cameras (30) ▾

Search

All Categories



Hits Report

Total Hits:
147

Export 

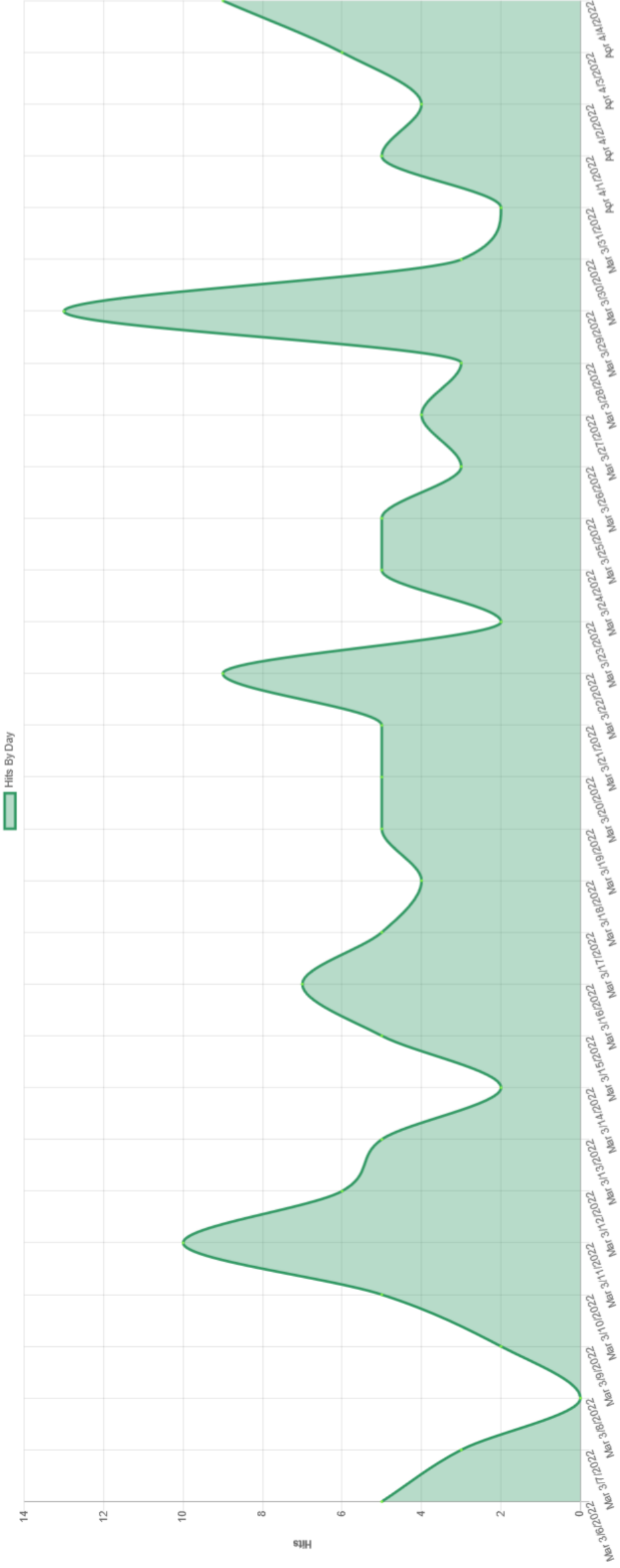
Mar 6 - Apr 4

Topics (6) ▾

Cameras (30) ▾

Search

Top 6 Categories



Hits Report

Total Hits:

3

Sex Offenders Only Hits

Export

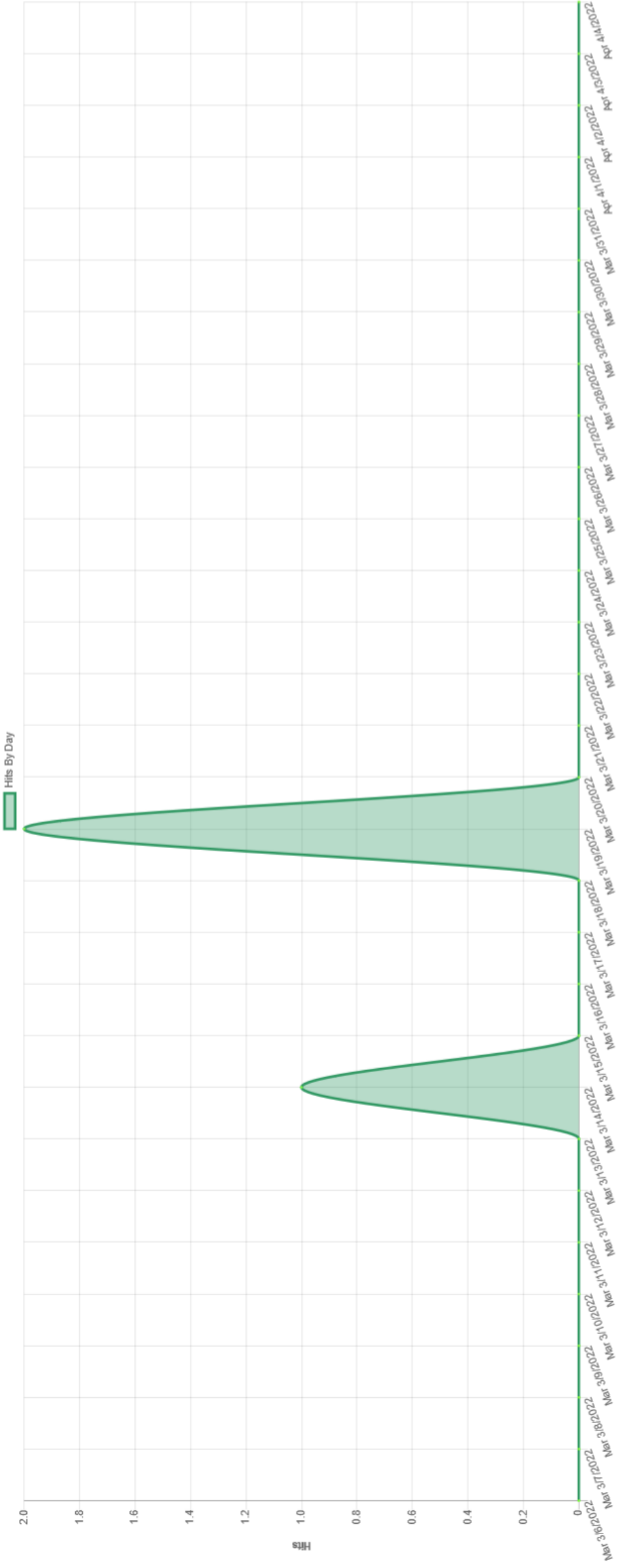


Mar 6 - Apr 4

Topics (1) ▾

Cameras (30) ▾

Search



Hits/Reads By Camera

1 20/198,055
 2 2/167,813
 3 0/0
 4 0/130,989
 5 5/92,323
 6 1/77,503
 7 12/182,280
 8 5/230,135
 9 0/56,949
 10 4/112,018
 11 0/44,989
 12 0/72,474
 13 4/27,012*
 14 1/80,308
 15 1/7,169
 16 6/82,861

17 4/112,018
 18 6/148,431
 19 19/375,170
 20 19/314,754
 21 16/358,028
 22 18/386,823
 23 4/208,548
 24 0/99,953
 25 2/54,930
 26 0/30,583
 29 Riverbend 0/5,084
 Station 4/91,205
 #174 0/22,124
 Trailer 0/3,444
 Strey 0/41,990

Total Reads – 3,833,394

Unique Reads – 1,594,445

Hits- 170

6 Top Hit List- 147

*New camera -

Gessner/Bayou

1	2		3		4		5		6		7		8		9		10		11		12		13		14		15			
	Total Number of Incidents 2022				Life Threatening (LT) EMS Incidents		Life Threatening (LT) Fire Incidents																							
	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	43	29	72	14	3:34	100%	6:04	6:04	100%	6	4:40	100%	100%	60%	60%	40%	21	49%												
Hedwig Village	59	57	116	35	2:55	100%	2:59	2:59	100%	8	3:27	100%	100%	51%	49%	49%	29	49%												
Hilshire Village	7	16	23	10	3:28	100%	5:08	5:08	100%	1	0:00			30%	70%	30%	3	0%												
Hunters Creek Village	61	33	94	16	4:09	100%	5:35	5:35	100%	7	3:28			65%	35%	35%	27	44%												
Piney Point Village	49	23	72	12	4:17	100%	5:04	5:04	100%	4	3:19			68%	32%	32%	28	57%												
Spring Valley Village	52	55	107	26	2:40	100%	4:17	4:17	100%	10	4:32			49%	51%	51%	7	13%												
Houston	14	0	14																											
Totals	285	213	498	113	3:30	100%	4:51	4:51	100%	36	3:25	100%	100%	57%	43%	43%	115	35%												

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.



Village Fire Department

2022 Strategic Plan Performance 1st Qtr Report

2022 OPERATING BUDGET:	Standards/Base	Jan	Feb	Mar	Qtr Total
Percentage if spending 100% budget		8.3%	8.3%	8.3%	25.0%
Actual Percentage Budget Spent	100.0%	8.3%	8.3%	8.6%	25.2%
Department Budget	\$7,273,447.00	\$602,101.34	\$606,172.46	\$626,883.40	1,835,157.20
Personnel Expenses Total	\$6,217,421.00	\$543,373.06	\$522,513.22	\$529,051.20	1,594,937.48
Percentage Personnel Budget Spent		8.74%	8.40%	8.51%	25.65%
Overtime	\$110,000.00	53,382.41	\$29,761.10	20,601.58	103,745.09
Percentage Overtime Budget Spent		48.53%	27.06%	18.73%	94.31%
Capital Expenditures	\$230,400.00	\$3,685.05	\$3,019.96	3,776.46	10,481.47
Percentage Capital Budget Spent		1.60%	1.31%	1.64%	4.55%
Operational Expenditures	\$825,626.00	\$55,043.23	\$80,639.28	94,055.74	229,738.25
Percentage Operational Budget Spent		6.7%	9.8%	11.39%	27.83%
EMERGENCY OPERATIONS: By month					
Average Dispatch Time, high priority calls	60 Seconds	0:51	0:40	0:42	0:44
Average Turnout Times, high priority calls	60 seconds	0:59	0:49	0:55	0:54
Average Total Response high priority EMS	6:30	4:47	4:40	4:51	4:46
Average Total Response high priority fires	6:50	3:25	4:47	3:14	3:48
# Incidents		181	150	167	498
# Responses		334	262	319	915
VFD Patients		74	80	69	223
VFD Patients Transported		53	54	45	152
% of Calls, second Rescue Amb. Needed	Less Than 20%				
EMS REVENUE:					
EMS Revenue Fund Balance		11,693.14	49,362.14	67,769.08	67,769.08
Revenue Collected, Avg Per Patient		258.17	617.67	506.00	459.26
Amount Billed		118,326.42	110,510.48	131,749.68	\$360,586.58
Total Revenue Received		13,683.00	33,354.40	22,769.85	\$69,807.25
FIRE MARSHAL:					
# of General Plans Reviewed		4	4	2	10
# of Sprinkler Systems Reviewed		16	15	14	45
# Fires investigated		0	1	0	1
# INSPECTIONS YTD		59	76	56	171
Fire Prevention Permits		5	3	7	15
Residential Sprinklers to date		2186	2195	2200	2200
# OF COMMUNITY Ed Events		6	3	11	20
% of Homes with Sprinkler Systems	6708	32.59%	32.72%	32.80%	32.80%

Building Official Monthly Report

Prepared April 20, 2022 for the April 26, 2022 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for March 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	47	\$54,321	3	26	\$5,041	44	\$8,270	117	\$67,632	\$17,681,207
April										
May										
June										
July										
August										
September										
October										
November										
December										
Total	100	\$92,061	5	74	\$15,093	124	\$22,895	298	\$130,049	\$22,351,790

**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	214	197	92.1	17	7.9
April					
May					
June					
July					
August					
September					
October					
November					
December					
Total	599	554	92.5	45	7.5

Inspections with Odometer Readings, by Inspector and Vehicle

Apr 20, 2022 10:21 AM
Jessica Pierce
City of Hunters Creek Village

Date Range (inclusive): **Tue Mar 01 2022 to Thu Mar 31 2022**
 Inspection Department: **Building Permit Inspections**

BBG Consulting, Inc (BBG)										
Odometer	Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Result	Fee?	Correction Notes		
Vehicle ID:										
202100620	209 DR	FLEETWAY	Insulation	3/1/22		No	Pass			
202100757	807 Ln	Saddlewood	H-Strap	3/1/22		No	Pass			
202200135	339	Hunters Trail	Gas Test	3/1/22		No	Pass			
202200135	339	Hunters Trail	P Rgh/P-T/VCBK	3/1/22		No	Pass			
202200158	10803 Dr	Timberglen	F Post Hole	3/1/22		No	Pass			
202200169	11006	April Way	P Sewer	3/1/22		No	Pass			
202200170	114	Willowend Dr	F Post Hole	3/1/22		No	Pass			
202200179	907 Way	Creekwood	P UnderG	3/1/22		No	Pass			
202200179	907 Way	Creekwood	P GL & GT	3/1/22		No	Pass			
202200119	430 Drive	Hunterwood	E Final	3/2/22		No	Pass			
202200120	435	Hunterwood	E Final	3/2/22		No	Pass			
202200124	659	Shartle Circle	DW Steel	3/2/22		No	Pass			
202200143	444 Lane	Timberwilde	F Post Hole	3/2/22		No	Pass			
202200159	11011	Landon Ln	Insulation	3/2/22		No	Pass			
202200164	410	Menking Court	F Post Hole	3/2/22		No	Pass			
202200172	430 Drive	Hunterwood	P Final	3/2/22		No	Pass			
202200173	435	Hunterwood	P Final	3/2/22		No	Pass			
202100373	4	PINEWOOD CIR	Insulation	3/3/22		No	Pass			
202100907	10902 ST	WICKWILD	P TO/Rough	3/3/22		No	Pass			

202200014	11010 Huntwyck Drive	Frame R	3/3/22	No	Pass
202200014	11010 Huntwyck Drive	H-Strap	3/3/22	No	Pass
202200058	660 Pifer Road	Frame R	3/3/22	No	Pass
202200058	660 Pifer Road	H-Strap	3/3/22	No	Pass
202200065	11010 Huntwyck Drive	E Underg	3/3/22	No	Pass
202200131	660 Pifer Road	M Rough	3/3/22	No	Pass
202200186	660 Pifer Road	P TO/Rough	3/3/22	No	Pass
202200187	660 Pifer Road	E Rough	3/3/22	No	Pass
202100466	118 Willowend Dr	M Final	3/4/22	No	Pass
202200093	30 Willowron Dr	P Final	3/4/22	No	Pass
202200123	10802 Timberglen Drive	Foundation	3/4/22	No	Pass
202200145	318 Shasta Drive	P Steel/Piping	3/4/22	No	Pass
202200148	8447 Hunters Creek Dr	P Final	3/4/22	No	Pass
202200188	1 Hunters Grove Section I	E Serv/ML	3/4/22	No	Pass
202200189	11010 Landon Lane	P UnderG	3/4/22	No	Disapproved - gas line was OK, but there was no test.
202200189	11010 Landon Lane	P GL & GT	3/4/22	No	Disapproved - gas line was OK, but there was no test.
202200190	11014 Landon Lane	P UnderG	3/4/22	No	Pass
202200190	11014 Landon Lane	P GL & GT	3/4/22	No	Pass
202200192	10819 Roaring Brook Lane	P UnderG	3/4/22	No	Pass
202200192	10819 Roaring Brook Lane	P GL & GT	3/4/22	No	Pass
202000173	10610 S EVERS PARK DR	Bld-Final	3/7/22	No	Disapproved - no answer at door; contractor will reschedule
202000556	10610 S EVERS PARK DR	P Final	3/7/22	No	Disapproved - no answer at door; contractor will reschedule
202100795	11015 Huntwyck Drive	TCI	3/7/22	No	Pass

202200008	30 Willowron Dr	E Final	3/7/22	No	Pass	
202200143	444 Timberwilde Lane	F Final	3/7/22	No	Pass	
202200155	282 BRYN MAWR CIR	Demo F	3/7/22	No	Pass	
202200160	602 Hunters Way Ct	P Layout	3/7/22	No	Pass	
202200178	907 Creekwood Way	E Final	3/7/22	No	Pass	
202200189	11010 Landon Lane	P GL & GT	3/7/22	Y	Pass	[Entered 3/4/2022 by BBG]: Disapproved - gas line was OK, but there was no test.
202200189	11010 Landon Lane	P UnderG	3/7/22	Y	Pass	[Entered 3/4/2022 by BBG]: Disapproved - gas line was OK, but there was no test.
202200195	414 Thamer Cir	E Rough	3/7/22	No	Pass	
202100780	1000 River Bend Drive	Frame R	3/8/22	No	Pass	
202100817	10830 ROARING BROOK LN	H-Strap	3/8/22	No	Pass	
202200016	405 Lindenwood Drive	DW Final	3/8/22	No	Pass	
202200058	660 Pifer Road	Insulation	3/8/22	No	Pass	
202200110	1000 River Bend Drive	Gas Test	3/8/22	No	Pass	
202200110	1000 River Bend Drive	P TO/Rough	3/8/22	No	Pass	
202100822	590 Hedwig Road	E Final	3/9/22	No	Pass	
202100868	590 Hedwig Road	P Final	3/9/22	No	Pass	
202200168	620 HEDWIG ST	M Rough	3/9/22	No	Pass	
202200194	1 Bridlewood Ct	W Found	3/9/22	No	Pass	
202100491	8443 Hunters Creek Dr	Frame R	3/10/22	No	Pass	
202100738	118 Willowend Dr	E Final	3/10/22	No	Pass	
202200059	10706 Beinhorn Rd	TCI	3/10/22	No	Pass	
202200169	11006 April Way	P UnderG	3/10/22	No	Pass	
202200180	10915 Wickline Drive	P Layout	3/10/22	No	Pass	
202200206	10610 Tarrington Drive	F Post Hole	3/10/22	No	Pass	

202200208	10802 Oak Hollow St	ET-Pole	3/10/22	No	Pass
202100126	1 Bridlewood Ct	M Hood V	3/11/22	No	Pass
202100126	1 Bridlewood Ct	M Final	3/11/22	No	Pass
202100878	729 W CREEKSIDE DR	Re-Roof	3/11/22	No	Pass
202100909	624 WELLESLEY DR	Frame R	3/11/22	No	Pass
202100921	851 Country Ln	P TO/Rough	3/11/22	No	Pass
202200014	11010 Huntwyck Drive	Insulation	3/11/22	No	Pass
202200126	511 THREE CORNERS DR	P Steel/Piping	3/11/22	No	Pass
202200144	317 Shasta Drive	F Post Hole	3/11/22	No	Pass
202200174	501 Lindenwood Drive	P TO/Rough	3/11/22	No	Pass
202200175	10610 S EVERS PARK DR	P Layout	3/11/22	No	Pass
202200200	807 Saddlewood Ln	E Underg	3/11/22	No	Pass
202200200	807 Saddlewood Ln	E Rough	3/11/22	No	Pass
202200204	438 Hunterwood Drive	P UnderG	3/11/22	No	Pass
202200204	438 Hunterwood Drive	P GL & GT	3/11/22	No	Pass
202200217	624 Wellesley Drive	M Rough	3/11/22	No	Pass
202100577	326 Hunters Trail Street	TCI	3/14/22	No	Pass
202100637	502 Hunterwood Drive	H-Strap	3/14/22	No	Pass
202100666	118 Willowend Dr	P Final	3/14/22	No	Pass
202100882	10634 FAIRLANE DR	Bld-Final	3/14/22	No	Pass
202100913	289 Bryn Mawr Cir	F Final	3/14/22	No	Pass
202200164	410 Menking Court	F Final	3/14/22	No	Pass
202200176	10610 S EVERS PARK DR	FD-Piers	3/14/22	No	Pass

202200218	10802 Oak Hollow St	P UnderG	3/14/22	No	NC	CANCELED - there was no access and no answer on the phone.
202200218	10802 Oak Hollow St	P Sewer	3/14/22	No	NC	CANCELED - there was no access and no answer on the phone.
202100567	740 KUHLMAN RD	P Final	3/15/22	No	NC	Disapproved - access was denied.
202100578	326 Hunters Trail Street	P UnderG	3/15/22	No	Pass	
202100578	326 Hunters Trail Street	P GL & GT	3/15/22	No	Pass	
202100909	624 WELLESLEY DR	Insulation	3/15/22	No	Pass	
202200006	10803 Timberglen Dr	H-Strap	3/15/22	No	Pass	
202200137	407 Thamer Circle	FD Steel	3/15/22	No	Pass	
202200144	317 Shasta Drive	F Final	3/15/22	No	Pass	
202200218	10802 Oak Hollow St	P UnderG	3/15/22	No	Pass	[Entered 3/14/2022 by BBG]: CANCELED - there was no access and no answer on the phone.
202200218	10802 Oak Hollow St	P Sewer	3/15/22	No	Pass	[Entered 3/14/2022 by BBG]: CANCELED - there was no access and no answer on the phone.
202100434	10923 Timberglen Drive	P Final	3/16/22	No	Pass	
202100538	10923 Timberglen Drive	E Final	3/16/22	No	Pass	
202100727	261 BRYN MAWR CIR	E Underg	3/16/22	No	Pass	
202200012	438 Hunterwood Drive	E Rough	3/16/22	No	Pass	
202200012	438 Hunterwood Drive	TCI	3/16/22	No	Pass	
202200154	4 SMITHDALE CT	F Post Hole	3/16/22	No	Pass	
202200205	4 PINEWOOD CIR	F Post Hole	3/16/22	No	Pass	
202200223	851 Country Ln	M Rough	3/16/22	No	Pass	
202100553	740 Kuhlman Road	E Final	3/17/22	No	Pass	
202100567	740 KUHLMAN RD	P Final	3/17/22	No	Pass	[Entered 3/15/2022 by BBG]: Disapproved - access was denied.
202200111	605 Lindenwood	F Post Hole	3/17/22	No	Pass	

202200206	Drive 10610 Tarrington Drive	F Final	3/17/22	No	Pass	
202200214	10705 MARSHA LN	Re-Roof	3/17/22	No	Pass	
202200220	754 Country Ln	P Layout	3/17/22	No	Pass	
202200222	745 W CREEKSIDE DR	F Post Hole	3/17/22	No	Pass	Approved On Demand
202200237	2 Cape Cod Lane	P Final	3/17/22	No	Pass	
202100656	414 Thamer Cir	P TO/Rough	3/18/22	No	Pass	Correct and proceed - insulate water line above guest bedroom bathtub.
202100736	118 Willowend Dr	Bld-Final	3/18/22	No	Pass	
202100802	605 Lindenwood Drive	H-Strap	3/18/22	No	Pass	
202200153	6 Pinewood Circle	FD Steel	3/18/22	No	Pass	
202200162	819 Creekwood Way	E Final	3/18/22	No	Pass	
202200163	819 Creekwood Way	P Final	3/18/22	No	Pass	
202200163	819 Creekwood Way	P GL & GT	3/18/22	No	Pass	
202200175	10610 S EVERS PARK DR	P Steel/Piping	3/18/22	No	Pass	
202200210	11010 Kemwood Dr	E Underg	3/18/22	No	Pass	
202200210	11010 Kemwood Dr	E Rough	3/18/22	No	Pass	
202200212	620 HEDWIG ST	E Rough	3/18/22	No	Pass	
202200238	11010 Kemwood Dr	Gas Test	3/18/22	No	Pass	
202200240	851 Country Ln	E Rough	3/18/22	No	Pass	
202200241	318 Shasta Drive	E Underg	3/18/22	No	Pass	
202200241	318 Shasta Drive	E Rough	3/18/22	No	Pass	
202100684	206 Caruthers Lane	TCI	3/21/22	No	Pass	
202100858	851 Country Ln	Frame R	3/21/22	No	Pass	
202100858	851 Country Ln	H-Strap	3/21/22	No	Pass	
202100491	8443 Hunters Creek Dr	Insulation	3/23/22	No	Pass	

202200102	233 Bryn Mawr Circle	F Final	3/23/22	No	Pass	
202200250	10902 WICKWILD ST	M Rough	3/23/22	No	Pass	Correct and Proceed; Secure vent and powder bath
202100630	410 HUNTERS PARK LN	TCI	3/24/22	No	Pass	
202200154	4 SMITHDALE CT	F Final	3/24/22	No	Pass	
202200160	602 Hunters Way Ct	P Steel/Piping	3/24/22	No	Pass	
202100432	4 PINEWOOD CIR	YD Trench	3/25/22	No	Pass	
202100488	406 Ripple Creek Drive	P UnderG	3/25/22	No	Pass	
202100488	406 Ripple Creek Drive	P GL & GT	3/25/22	No	Pass	
202100631	410 HUNTERS PARK LN	P UnderG	3/25/22	No	Pass	
202100631	410 HUNTERS PARK LN	P GL & GT	3/25/22 Y	No	Pass	[Entered 1/14/2022 by BBG]: Disapproved - gas line has not been installed
202100684	206 Caruthers Lane	E Underg	3/25/22	No	Pass	
202200057	211 Glennville Ct	E Final	3/25/22	No	Pass	
202200230	1 Bridlewood Ct	F Post Hole	3/25/22	No	Pass	
202100372	261 BRYN MAWR CIR	YD Trench	3/28/22 Y	No	Pass	
202100573	10802 HUNTERS FOREST DR	E Final	3/28/22 Y	No	Pass	[Entered 3/21/2022 by henry]: Disapproved 1. Seal openings on junction box 2. All junction boxes shall be accessible. 3. Label the panel being used for Pool Equipment
202100602	11002 Huntwyck Dr	P UnderG	3/28/22	No	Pass	
202100602	11002 Huntwyck Dr	P GL & GT	3/28/22	No	Pass	
202200209	10915 Kirwick Drive	DW Steel	3/28/22 Y	No	Pass	
202200233	10606 Gawain Ln	FD-Piers	3/28/22	No	Pass	
202200264	10910 ROARING BROOK LN	M Hood V	3/28/22	No	Pass	
202200274	805 Kuhlman Road	P UnderG	3/28/22	No	Pass	

202200274	805 Kuhlman Road	P GL & GT	3/28/22	No	Pass	
202100685	206 Caruthers Lane	P UnderG	3/29/22	No	NC	Disapproved - no access.
202100685	206 Caruthers Lane	P GL & GT	3/29/22	No	NC	Disapproved - no access.
202100727	261 BRYN MAWR CIR	E TCI	3/29/22	No	Pass	
202100804	211 Glennville Ct	P Final	3/29/22	No	Pass	
202100837	211 Glennville Ct	Bld-Final	3/29/22	No	Pass	
202200040	211 Glennville Ct	P Final	3/29/22	No	Pass	
202200046	7 Hunters Ridge Court	E Final	3/29/22	No	Pass	
202200049	7 Hunters Ridge Court	P Final	3/29/22	No	Pass	
202200180	10915 Wickline Drive	FD-Piers	3/29/22	No	Pass	
202200249	10915 Kirwick Drive	YD Trench	3/29/22	No	Pass	
202200262	3 Sleepy Oaks Circle	YD Trench	3/29/22	No	Pass	
202200278	10235 Pineland Drive	P Final	3/29/22	No	Pass	
202100216	10802 Oak Hollow St	Foundation	3/31/22	No	Pass	
202100685	206 Caruthers Lane	P UnderG	3/31/22	No	Pass	[Entered 3/29/2022 by BBG]: Disapproved - no access.
202100685	206 Caruthers Lane	P GL & GT	3/31/22	No	Pass	[Entered 3/29/2022 by BBG]: Disapproved - no access.
202200033	10902 WICKWILD ST	E Underg	3/31/22	No	Pass	
202200033	10902 WICKWILD ST	E Rough	3/31/22	No	Pass	[Entered 3/29/2022 by henry]: Disapproved 1.Missing ground conductor for UFER 2.Missing nail guard for service wires at front garage area 3.Wires touching gas line at rear garage.
202200104	414 Thamer Cir	M Rough	3/31/22	No	Pass	[Entered 3/23/2022 by henry]: Disapproved; 1. Maintain fire block integrity on all air chases. 2. Restrictd air flow on 20" duct in attic on right side unit.

														3. Provide proper slope on drain pan for secondary 4. 181 tape for duct splices.
	202200243	318 Shasta Drive	Gas Test	3/31/22	No	NC								Disapproved; Bad Gauge
	202200243	318 Shasta Drive	P Rgh/P-T/V/CBK	3/31/22	No	Pass								
	202200261	8413 Hunters Creek Drive	P Final	3/31/22	No	Pass								
	Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection	0	0	0.0						
178														

Henry Rivas (henry)

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

Vehicle ID:

	202200246	10803 Timberglen Dr	E Underg	3/18/22	No	Pass								
	202100573	10802 HUNTERS FOREST DR	E Final	3/21/22	No	NC								Disapproved 1. Seal openings on junction box 2. All junction boxes shall be accessible. 3. Label the panel being used for Pool Equipment
	202100891	601 Wellesley Dr	H-Strap	3/21/22	No	NC								Disapproved; 1. Not Ready; Missing Anchors & Straps.
	202100379	256 Bryn Mawr Circle	Bld-Final	3/22/22	Y	Pass								[Entered 1/25/2022 by BBG]: Disapproved - Missing appliances and electricians installing missing fixtures; Exterior doors not weatherstripped.
	202200215	8447 Hunters Creek Dr	Demo F	3/22/22	No	Pass								
	202100057	261 BRYN MAWR CIR	Shower Pan	3/23/22	No	Pass								
	202100891	601 Wellesley Dr	H-Strap	3/23/22	Y	Pass								[Entered 3/21/2022 by henry]: Disapproved; 1. Not Ready; Missing Anchors & Straps.
	202200055	620 HEDWIG ST	Frame R	3/23/22	No	NC								Disapproved; Missing palm brace on valley and ridge end upstairs bedroom closet area. Properly seal openings in fire blocking at air chase and fire place
	202200104	414 Thamer Cir	M Rough	3/23/22	No	NC								Disapproved; 1. Maintain fire block integrity on all air chases. 2. Restrictred air flow on 20" duct in attic on right side unit.

														3. Provide proper slope on drain pan for secondary 4. 181 tape for duct splices.
202200257	10606	Gawain Ln	ET-Pole	3/23/22				No		Pass				
202200012	438	Hunterwood Drive	Bld-Final	3/24/22				No		Pass				
202200012	438	Hunterwood Drive	E Final	3/24/22				No		Pass				
202200060	10706	Beinhorn Rd	P UnderG	3/24/22				No		NC				Low Test
202200204	438	Hunterwood Drive	P Final	3/24/22				No		Pass				
202200209	10915	Kirwick Drive	DW Steel	3/24/22				No		Pass				
202200211	10721	SHALLOWBROOK LN	P Final	3/24/22				No		Pass				
202200228	671	SHARTLE CIR	P Final	3/24/22				No		Pass				
202200055	620	HEDWIG ST	Frame R	3/25/22	Y			No		Pass				[Entered 3/23/2022 by henry]: Disapproved; Missing palm brace on valley and ridge end upstairs bedroom closet area. Properly seal openings in fire blocking at air chase and fire place
202200060	10706	Beinhorn Rd	P GL & GT	3/25/22				No		Pass				
202200060	10706	Beinhorn Rd	P UnderG	3/25/22	Y			No		Pass				[Entered 3/24/2022 by henry]: Low Test
202200082	209	FLEETWAY DR	E TCI	3/25/22				No		Pass				
202200117	615	Shartle Cir	E TCI	3/25/22				No		NC				Not Ready
202200225	10545	Gawain Lane	Demo F	3/25/22				No		Pass				
202200256	634	Voss Road	E Serv/ML	3/25/22				No		Pass				
202200261	8413	Hunters Creek Drive	P UnderG	3/25/22				No		Pass				
202200261	8413	Hunters Creek Drive	P GL & GT	3/25/22				No		Pass				
202100793	10910	ROARING BROOK LN	P Final	3/29/22				No		Pass				
202200033	10902	WICKWILD	E Rough	3/29/22				No		NC				Disapproved

ST	Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Result	Correction Notes
	202100494	3 Sleepy Oaks Circle	E Underg	3/30/22	No	Pass	1.Missing ground conductor for UFER 2.Missing nail guard for service wires at front garage area 3.Wires touching gas line at rear garage.
	202100494	3 Sleepy Oaks Circle	E TCI	3/30/22	No	Pass	
	202100763	843 Country Ln	P UnderG	3/30/22	Y	Pass	
	202100805	10910 ROARING BROOK LN	E Final	3/30/22	No	Pass	
	202100763	843 Country Ln	P TO/Rough	3/31/22	No	Pass	
	202200174	501 Lindenwood Drive	Shower Pan	3/31/22	No	Pass	
	202200263	8447 Hunters Creek Dr	FD-Piers	3/31/22	No	Pass	
Inspections		Begin Odometer		End Odometer	Miles	Avg Miles per Inspection	
35					0	0.0	

Tom Fullen (tom)

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

Vehicle ID:

202200194	1	Bridlewood Ct	DW Steel	3/11/22	No	Pass	
Inspections		Begin Odometer		End Odometer	Miles	Avg Miles per Inspection	
1					0	0.0	

HUNTERS CREEK VILLAGE - PLAN REVIEW STATUS REPORT				
PROJECT ADDRESS	PROJECT TYPE	DATE SUBMITTED	REVIEW STATUS	COMMENTS
514 Wellesley Dr	New Home	3/2/2022	Review Completed - 03/02/2022 - Not Approved	Variance Request Approved; 03/28/2022
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	Review Completed - 03/18/2022 - Approved	Contractor Notified; 03/21/2022
10545 Gawain Ln	New Home	3/11/2022	Review Completed - 03/18/2022 - Not Approved	Contractor Notified; 03/18/2022
10426 Memorial Dr	Pool	3/11/2022	Review Completed 03/18/2022 - Not Approved	Contractor Notified 3/18/2022
705 Country Ln	Remodel	3/16/2022	Review Completed- 03/30/2022- Not Approved	Contractor Notified 3/30/2022
590 Hedwig	Remodel	3/17/2022	Review completed- 03/18/2022- Not Approved	Contractor Notified 3/18/2022
614 Lindenwood Dr.	New pool & Spa	3/23/2022	Review Completed - 3/23/2022 - Not Approved	Contractor Notified 3/23/2022
10721 Shallowbrook	New Home	3/24/2022	Review Completed 3/28/2022- Not Approved	Architect Notified 3/28/2022
10602 Tarleton Dr	Remodel	3/25/2022	Review Completed 3/28/2022- Not Approved	Architect Notified 3/28/2022
881 Country Ln.	Pool/ Spa/ Hot tub	3/22/2022	Review Completed 3/29/2022 Not Approved	Emailed Contractor 3/29/2022
10545 Gawain Ln	New Home	3/28/2022	Review Completed - 03/28/2022 - Approved	Contractor Notified; 03/29/2022
705 Country Ln	Remodel	3/30/2022	Review Completed 4/6/2022 Approved	Contractor Notified 4/6/2022
806 Kuhlman	New Home	3/31/2022	Review Completed 4/1/2022 Not Approved	Designer Notified 4/3/2022
820 Oak Valley	New Home	4/1/2022	Review Completed 4/3/2022 Not Approved	Designer Notified 4/5/2022

CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared April 20, 2022 for the April 26, 2022 Agenda

A. Beinhorn and Voss – Traffic Signal Reconstruction

1. Additional flashers should be installed this week.
2. Project closeout will occur in May.

B. 10 Willowend Dr. Outfall

1. Closeout Change Order is on this agenda.
2. Project ended under authorized budget.

C. Little Lisa Lane

1. Desktop design on going.
2. Will be ready to bid next month.

D. Lindenwood Signal Reconstruction

1. Bid opening will occur on Monday the 25th.

E. Kuhlman Reconstruction

1. Bid opening will occur on Thursday the 28th.
2. Construction cost estimated to be \$310,000. \$400,000 was the amount in the 2022 budget.

F. Hunters Grove Reconstruction

1. Survey is complete.
2. Design is approximately 30% complete.

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

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, March 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:	Councilmembers:	Stuart Marks Fidel Sapien (Mayor Pro Tem) Chip Cowell Jay Carlton Linda Knox
	City Administrator:	Tom Fullen
	City Engineer:	Steve Byington
	Building Official:	Henry Rivas
	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 Pro Tem Sapien called the meeting to order at 6:03 p.m.

B. **Ken Spalding led the Pledge of Allegiance.**

C. PUBLIC COMMENTS *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or 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.*

D. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator presented this report.**
2. Police Commissioner Monthly Report – **Steve Reichek, Police Commissioner, presented this report.**
3. Fire Commissioner Monthly Report - **Jay Carlton, Fire Commission Liaison, presented this report.**

4. Building Official Monthly Report – **Tom Fullen, City Administrator, presented this report and introduced Building Official, Henry Rivas.**
5. City Engineer Monthly Report – **Steve Byington, City Engineer, presented this report.**
6. City Administrator Report – **Tom Fullen, City Administrator, presented this 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.
2. Approval of the Cash Disbursement Journal for February 2022.
3. Approval of the 2021 4th Quarterly Investment Report.

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

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.

Councilmember Cowell made a motion to approve a proposal from Van Sant Landscape to install and repair irrigation systems along Voss Road Esplanades. Councilmember Carlton seconded the motion and the motion carried unanimously.

2. Discussion and possible action to refund over paid sales tax to Texas Comptroller of Public Accounts in the amount of \$34,293.46.

Councilmember Cowell made a motion to refund over paid sales tax to Texas Comptroller of Public Accounts in the amount of \$34,293.46. Councilmember Marks seconded the motion and the motion carried unanimously.

3. Discussion and possible action to direct Planning and Zoning to review setbacks on non-conforming lots for swimming pools.

Councilmember Cowell made a motion to direct Planning and Zoning to review setbacks on non-conforming lots for swimming pools. Councilmember Knox seconded the motion and the motion carried unanimously.

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.

Councilmember Cowell made a motion to direct Planning and Zoning to consider possible revisions to the setbacks regulations for garages facing side streets on Voss & Memorial. Councilmember Knox seconded the motion and the motion carried unanimously.

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.

Councilmember Knox made a motion to accept the 2021 consumer price index adjustment to the City's telecommunications right-of-way access line rates. Councilmember Marks seconded the motion. The vote was 3 in favor, 1 opposed (Councilmember Cowell) and 1 abstaining (Councilmember Carlton).

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.

Councilmember Marks made a motion to adopt a resolution suspending CenterPoint Energy's 2022 Annual Gas Reliability Infrastructure Program ("GRIP") rate adjustment for 45 days. Councilmember Cowell seconded the motion and the motion carried unanimously.

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.

Councilmember Cowell made a motion 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. Councilmember Carlton seconded the motion and the motion carried unanimously.

8. Discussion and possible action to appoint Rob Adams to the Fire Commissioner to replace Jay Carlton.

No action was taken on this item.

9. Discussion and possible action to approve a contract with TX BBG Consulting for building construction inspection.

Councilmember Cowell made a motion to approve a contract with TX BBG Consulting for building construction inspection services. Councilmember Knox seconded the motion and the motion carried unanimously.

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.

No action was taken on this item.

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.

This item was taken out of order.

Councilmember Marks made a motion to approve the change in rotation of the chairmanship of the Police Commission as provided in the resolution adopted by the Police Commission at its March 2022 meeting. Councilmember Carlton seconded the motion and the motion carried unanimously.

G. ADJOURNMENT

At 7:20 p.m., Councilmember Marks made a motion to adjourn. Councilmember Carlton seconded the motion and the motion carried unanimously. The meeting adjourned at 7:20 p.m.

These minutes were approved on the ___ day of April 2022.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary

DRAFT



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP POOLED-AP POOLED						
000774	ADAM VOYLES	03/01/2022	Regular	0.00	300.00	33088
0647	AFLAC WORLDWIDE HEADQUARTERS	03/01/2022	Regular	0.00	358.80	33089
0458	AT&T (5019)	03/01/2022	Regular	0.00	707.39	33090
0045	CARMEN KNEZEAK	03/01/2022	Regular	0.00	1,583.75	33091
000808	CENTERPOINT ENERGY (S)	03/01/2022	Regular	0.00	217.17	33092
0445	CENTURY CONCRETE CONSTRUCTION INC	03/01/2022	Regular	0.00	15,915.00	33093
0012	COBB FENDLEY	03/01/2022	Regular	0.00	15,699.00	33094
000881	DAVID FREEMAN CUTRIGHT	03/01/2022	Regular	0.00	64.00	33095
000863	DG MEDINA CONSTRUCTION LLC	03/01/2022	Regular	0.00	50,137.41	33096
0150	GARY B MADDOX	03/01/2022	Regular	0.00	500.00	33097
0576	HARRIS COMPUTER SYSTEMS	03/01/2022	Regular	0.00	3,301.61	33098
0028	HARRIS COUNTY APPRAISAL DISTRICT	03/01/2022	Regular	0.00	10,631.00	33099
0516	JERDON ENTERPRISE LP	03/01/2022	Regular	0.00	110,822.46	33100
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	03/01/2022	Regular	0.00	4,444.50	33101
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	03/01/2022	Regular	0.00	170,034.00	33102
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	03/01/2022	Regular	0.00	17,000.00	33103
0053	MEMORIAL VILLAGES WATER AUTHORITY	03/01/2022	Regular	0.00	1,200.41	33104
0065	OFFICE DEPOT CREDIT PLAN	03/01/2022	Regular	0.00	190.50	33105
0330	PITNEY BOWES INC	03/01/2022	Regular	0.00	246.21	33106
0086	SIGN AND SUPPLY LP	03/01/2022	Regular	0.00	1,214.60	33107
0103	TEXAS MUNICIPAL RETIREMENT SYSTEM - TMRS	03/01/2022	Regular	0.00	9,563.17	33108
0624	TRANTEX	03/01/2022	Regular	0.00	2,464.88	33109
0635	TYLER TECHNOLOGIES INC	03/01/2022	Regular	0.00	8,086.56	33110
0105	VILLAGE FIRE DEPARTMENT	03/01/2022	Regular	0.00	138,199.34	33111
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	03/01/2022	Regular	0.00	6,243.36	33112
000815	BBG CONSULTING INC	03/15/2022	Regular	0.00	4,640.00	33113
0517-TF	PAYMENT REMITTANCE CENTER	03/25/2022	Bank Draft	0.00	536.93	DFT0000334
0127-EA	PAYMENT REMITTANCE CENTER	03/25/2022	Bank Draft	0.00	1,117.00	DFT0000335

Bank Code AP POOLED Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	27	26	0.00	573,765.12
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	1,653.93
EFT's	0	0	0.00	0.00
	29	28	0.00	575,419.05

Check Report

Date Range: 03/01/2022 - 03/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Pooled Allegiance-AP Pooled Allegiance						
0005	AT&T (5001)	03/15/2022	Regular	0.00	493.15	33500
000815	BBG CONSULTING INC	03/15/2022	Regular	0.00	6,540.00	33501
0669	C & D JANITOR SERVICE INC	03/15/2022	Regular	0.00	835.65	33502
0045	CARMEN KNEZEAK	03/15/2022	Regular	0.00	1,592.50	33503
000876	CINTAS CORPORATION	03/15/2022	Regular	0.00	157.77	33504
0012	COBB FENDLEY	03/15/2022	Regular	0.00	10,933.40	33505
0537	GREEN FOR LIFE	03/15/2022	Regular	0.00	42,769.42	33506
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOCIA	03/15/2022	Regular	0.00	40.00	33507
000716	KIRWIN LAW FIRM PLLC	03/15/2022	Regular	0.00	143.50	33508
0654	LORA JEAN D LENZSCH	03/15/2022	Regular	0.00	1,435.00	33509
0641	MARK E EASLEY	03/15/2022	Regular	0.00	600.00	33510
0066	OLSON & OLSON LLP	03/15/2022	Regular	0.00	2,160.00	33511
0420	PREMIER TREE SERVICE	03/15/2022	Regular	0.00	2,600.00	33512
0624	TRANTEX	03/15/2022	Regular	0.00	1,231.70	33513
000789	VAN SANT LANDSCAPE MANAGEMENT	03/15/2022	Regular	0.00	3,628.00	33514
0530	GB TECH	03/15/2022	Regular	0.00	517.50	33515

Bank Code AP Pooled Allegiance Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	22	16	0.00	75,677.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	22	16	0.00	75,677.59

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	49	42	0.00	649,442.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	1,653.93
EFT's	0	0	0.00	0.00
	51	44	0.00	651,096.64

Fund Summary

Fund	Name	Period	Amount
999	POOL	3/2022	651,096.64
			651,096.64



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership.

EXHIBITS:



GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O.Box 13186 • Austin, TX 78711-3186

Invoice- First Notice

Texas SmartBuy Membership Program
State of Texas cooperative purchasing annual participation fee

Account number:

Authorized signers:

Primary contact email:

Secondary contact email:

If your agent of record (contact person) changed, please visit the Comptroller website at comptroller.texas.gov/purchasing/members/forms/

Texas SmartBuy annual membership participation fee: \$100
Due Date:

Payment mailing address:

Texas Comptroller of Public Accounts
Texas SmartBuy Membership Program
P.O. Box 13186
Austin, TX 78711

Please make your check payable to: State Comptroller
At this time, we do not accept credit cards, EFTs or phone payments.

Note: Payment must be received by the due date to ensure uninterrupted access to Texas SmartBuy statewide contracts. Please allow up to two weeks for internal processing at our offices. Questions? Please contact our office at 512-463-3368 or members@cpa.texas.gov .

Please return this invoice with check payment



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve a request to change the street address for 10841 Beinhorn Road to 781 Pifer Road within the City.

EXHIBITS: Homeowners Request Address Change Letter

April 6, 2022



Mayor Jim Pappas
City Council of Hunters Creek Village
1 Hunters Creek Place
Houston, TX 77024

Dear Mayor Pappas and members of the City Council,

We are writing to request an address change for our home at 10841 Beinhorn to be changed to 781 Pifer. The setback for the home places Pifer as the natural front and a much safer location to enter and leave the property.

We appreciate your consideration.

Sincerely,



Walter G and Lois Sawtelle Hochhauser
10841 Beinhorn
Houston, TX 77024

832-465-9346

April 27, 2022

Greg and Lois Hochhauser
10841 Beinhorn Rd
Houston, Texas 77024

Re: Change of address for 10841 Beinhorn Rd. in the City of Hunters Creek Village

Dear Greg and Lois,

The City of Hunters Creek Village has received your request to change the address of your property from 10841 Beinhorn Rd to 781 Pifer Rd. The City has no objection to the change. However, before the change can be implemented, you will need to contact various utilities, taxing authorities, and public service departments requesting the change and provide the City with confirmation of their acceptance. ***Address change does not remove/change current yard setback requirements.**

In order to assist you in this process, below is a list of the recommended agencies and service providers that you need to contact. As well I have enclosed with this letter a form letter that you can use to submit your request to these other agencies.

Utilities, Taxing Authorities, and other Public Service Departments contact information:

CenterPoint Energy (Electric)
P. O. Box 1700
Houston, Texas 77251-1700
713-207-4466

CenterPoint Energy (Gas)
12330 Bellaire Blvd.
Houston, Texas 77012
Deborah Wright, 713 207-7745

AT&T
6500 West Loop South
Bellaire, Texas 77401
713-567-7822

Comcast
8590 West Tidwell
Houston, Texas 77040
713-335-3218

Memorial Villages Water Authority
Mr. Trey Cantu
8955 Gaylord
Houston, Texas 77024
713-465-8318

Harris County Tax Assessor/Collector
1001 Preston
Houston, Texas 77002
713-368-2000

Harris County Appraisal District
13013 Northwest Freeway
Houston, Texas 77040
713-357-7800

Spring Branch ISD Tax Office
Ms. Christine Porter
8880 Westview
Houston, Texas 77055
713-365-5590

Village Fire Department
Chief David Foster
901 Corbindale
Houston, Texas 77024

Memorial Villages Police Department
Chief Ray Schultz
11981 Memorial Drive
Houston, Texas 77024

I would encourage you to contact the local postal service office as well to ensure that the proper mailing address will be identified by them. Be sure to include any account numbers when writing to these offices. Enclosing a self-addressed, stamped envelope will assist them in replying in a timely manner.

After you have received acceptance from the different utilities and services, please return these letters to my office so that we can finalize the change of address.

If you have any questions regarding this process, information and the enclosed form letter, please contact my office at 713-465-2150 or by email at tfullen@cityofhunterscreek.com.

Sincerely,

Tom Fullen
City Administrator

/tf

DRAFT

April 27, 2022

TO ALL UTILITIES, TAXING AUTHORITIES, AND PUBLIC SERVICE DEPARTMENTS:
The City of Hunters Creek Village has agreed to change the address as requested by Greg and Lois Hochhauser to change the address of their property located on Beinhorn Road:

Old Address: 10841 Beinhorn Rd.

New Address: 781 Pifer Rd.

In order to complete this process, we ask that you revise your records accordingly to make this change and acknowledge receipt of this letter. Please sign and return this form as assurance of your receipt and acceptance of this change. A self addressed, stamped envelope is enclosed for your convenience.

Thank you for your attention to this matter.

Sincerely,

Company or Agency

Authorized Signature

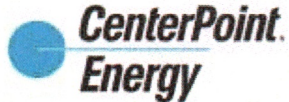
Date



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve or object to CenterPoint Energy Houston Electric, LLC's Annual Franchise Fee Calculation.

EXHIBITS: Calculation Sheet



March 2, 2022

Mayor Jim Pappas
City of Hunters Creek Village
1 Hunters Creek Place
Hunters Creek Village, TX 77024

RE: Annual Franchise Payment Calculation

Dear Mayor Pappas:

Pursuant to the City of Hunters Creek Village franchise agreement with CenterPoint Energy Houston Electric, LLC, the attached Annual Franchise Payment Calculation is submitted for your review. If CenterPoint Energy Houston Electric, LLC does not receive an objection from you by May 31, 2022, CenterPoint Energy Houston Electric, LLC shall implement the adjusted annual franchise fee payment on July 1, 2022.

Please feel free to contact me at 713-945-4956 if you have any questions concerning this matter.²

Please acknowledge receipt of this notice by signing in the space provided below.

Sincerely,

Lydia Mares
Service Area Manager Spring Branch

LM/amj

Attachment: Annual Franchise Payment Calculation

Received this 2nd day of March, 2022

By: Tom Fullen

Title: City Administrator

**City of Hunter Creek Village Annual Franchise Payment Calculation
Effective July 1, 2022**

<u>Line No.</u>	<u>Description</u>	<u>Amount</u>	<u>Franchise Ordinance</u>
1 Annual Franchise Fee:			
2	Base Amount	\$ 245,246.94	Per Section 6.01
3		\$ -	
4	Annual Franchise Fee (line 2 + line 3)	\$ 245,246.94	
5 Annual Adjustment Factor:			
6			Per Section 6.01
	kWh delivered within corporate limits of City in the calendar year 2021	64,840,724	Includes street lights
7	kWh delivered within corporate limits of City in base year 2005	72,092,221	Base Year fixed (includes street lights)
8	Annual Adjustment Factor (line 6 / line 7)	0.90	
9	Adjusted Annual Franchise Fee (line 8 x line 4)	<u>\$ 220,578.43</u>	
Determination of Annual Franchise Fee Payment:			
10	Is line 9 higher than line 4? If yes, insert amount from line 9. If no insert amount from line 4.	\$ 245,246.94	Per Section 6.01
11	Less: Municipal Account Franchise Credits applicable to City in the calendar year 2021	597.85	Per Section 6.01
12	Total Annual Franchise Fee Payment (line 10 - line 11)	<u>\$ 244,649.09</u>	
13	Monthly Payment (line 12 / 12 months)	<u>\$ 20,387.42</u>	Due 1st day of each month beg. July 1st
 Monthly Payments:			
		Based on 2021	
		Monthly Payment	Franchise Credits
July 1	\$ 20,387.42	\$ 49.82	\$ 20,437.25
August 1	20,387.42	49.82	20,437.25
September 1	20,387.42	49.82	20,437.25
October 1	20,387.42	49.82	20,437.25
November 1	20,387.42	49.82	20,437.25
December 1	20,387.42	49.82	20,437.25
January 1	20,387.42	49.82	20,437.25
February 1	20,387.42	49.82	20,437.25
March 1	20,387.42	49.82	20,437.25
April 1	20,387.42	49.82	20,437.25
May 1	20,387.42	49.82	20,437.25
June 1	20,387.42	49.82	20,437.25
Total	<u>\$ 244,649.09</u>	<u>\$ 597.85</u>	<u>\$ 245,246.94</u>



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve a resolution denying the DCRF application filed by Center Point Electric.
EXHIBITS: Draft Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Hunters Creek Village, Texas ("City") is an electric utility customer of CenterPoint Energy Houston Electric, LLC ("CenterPoint" or "Company"), and a regulatory authority with an interest in the rates and charges of CenterPoint; and

WHEREAS, the City is a member of the Gulf Coast Coalition of Cities ("GCCC") (such participating cities are referred to herein as "GCCC"), a coalition of similarly situated cities served by CenterPoint that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in CenterPoint's service area; and

WHEREAS, on or about April 5, 2022 CenterPoint filed with the City an Application for Approval to Amend its Distribution Cost Recovery Factor ("DCRF") Pursuant to 16 Tex. Admin. Code § 25.243 seeking Total DCRF Revenue Requirement of \$198,422,017 to be effective on September 1, 2022; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, GCCC is coordinating its review of CenterPoint's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, the GCCC's members and attorneys recommend that GCCC members deny the DCRF.

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

Section 1. That the rates proposed by CenterPoint to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 2. That the Company shall continue to charge its existing rates to customers within the City.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by CenterPoint within 30 days of presentation of an invoice to CenterPoint.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to Denise Gaw, CenterPoint Energy Service Company, LLC, 1111 Louisiana Street, Houston, Texas 77002 and to Thomas Brocato, General Counsel to the Gulf Coast Coalition of Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED AND APPROVED this ____ day of April, 2022.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary

APPROVED AS TO FORM:

City Attorney

MODEL STAFF REPORT REGARDING CENTERPOINT'S DISTRIBUTION COST RECOVERY FACTOR FILING

The City, along with approximately 40 other cities served by CenterPoint Energy Houston Electric, LLC (“CenterPoint” or “Company”) is a member of the Gulf Coast Coalition of Cities (“GCCC”). The coalition has been in existence since the early 1990s. GCCC has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on electric utility regulation matters for over 20 years.

On April 5, 2022, CenterPoint filed an Application for Approval to Amend its Distribution Cost Recovery Factor (“DCRF”) Pursuant to 16 Tex. Admin. Code § 25.243 to Increase Distribution Rates with each of the cities in their service area. In the filing, the Company is proposing an adjustment to include additional distribution invested capital placed in service from January 1, 2019 to December 31, 2021. As a result of that adjustment, the Company is proposing a Total DCRF Revenue Requirement of \$198,422,017 to be effective on September 1, 2022. The resulting Total DCRF Revenue Requirement sought by the Company constitutes a \$145,680,810 increase to the currently approved total distribution revenue requirement that is scheduled to go into effect on September 1, 2022.

GCCC has engaged the services of a consultant, Mr. Karl Nalepa, to review the Company’s filing. GCCC’s attorney recommends that all GCCC members adopt the Resolution denying the rate change. Once the Resolution is adopted, CenterPoint will have 30 days to appeal the decision to the Public Utility Commission where the appeal will be consolidated with CenterPoint’s filing for the environs and those cities that have relinquished their original jurisdiction currently pending at the Commission.

Purpose of the Resolution:

The purpose of the Resolution is to deny the DCRF application proposed by CenterPoint.

Explanation of “Be It Resolved” Paragraphs:

1. This paragraph finds that the Company’s application is unreasonable and should be denied.
2. This section states that the Company’s current rates shall not be changed.
3. The Company will reimburse the cities for their reasonable rate case expenses. Legal counsel and consultants approved by the Cities will submit monthly invoices that will be forwarded to CenterPoint for reimbursement.
4. This section recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
5. This section provides CenterPoint and counsel for the cities will be notified of the City’s action by sending a copy of the approved and signed Resolution to counsel.



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve Change Order #1 to the contract with Jerdon Enterprise, L.P. - (Close Out) for the Rehabilitation of Outfall 28 in the amount \$177,534.44.

EXHIBITS: Close Out Change Order

CHANGE ORDER

No. 01

DATE OF ISSUANCE 4/19/2022

EFFECTIVE DATE 4/19/2022

OWNER City of Hunters Creek Village
 CONTRACTOR Jerdon Enterprise, L.P.
 Contract: Rehabilitation of Outfall 28
 Project: Rehabilitation of Outfall 28
 OWNER's Contract No. 2112-005-03 ENGINEER's Contract No. 2112-005-03
 ENGINEER Cobb, Fendley & Associates, Inc.

You are directed to make the following changes in the Contract Documents:

Description: Additional quantity required for a contract line item, due to field changes. Also, deduction to contract quantities, due to minor field adjustments. Additional contract days due to the field changes, adjustments, rain days, and H.C.F.C.D. coordination and approval.


Reason for Change Order: Same as above

Documents supporting change: Attached

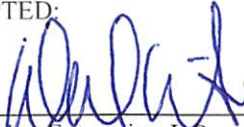
CHANGE IN CONTRACT PRICE
Original Contract Price: \$ <u>191,444.44</u>
Net Increase (Decrease) from previous Change Orders No. <u>0</u> to <u>1</u> : \$ <u>0</u>
Contract Price prior to this Change Order: \$ <u>191,444.44</u>
Net increase (decrease) of this Change Order: \$ <u>(13,910.00)</u>
Contract Price with all approved Change Orders: \$ <u>177,534.44</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>45</u> Ready for final payment: <u>60</u> (days or dates)
Net change from previous Change Orders No. <u>0</u> to No. <u>0</u> : Substantial Completion: <u>0</u> Ready for final payment: <u>0</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>45</u> Ready for final payment: <u>60</u> (days or dates)
Net increase (decrease) this Change Order: Substantial Completion: <u>99</u> Ready for final payment: <u>129</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>144</u> Ready for final payment: <u>189</u> (days or dates)

RECOMMENDED:

By: 
 Oziel Bautista, E.I.T.
 CobbFendley

ACCEPTED:

By: 
 Jerdon Enterprise, L.P.
 Darrol Vincent, Jr., President

APPROVED:

By: _____
 City of Hunters Creek Village

Date: 4/19/2022

Date: 4/19/2022

Date: _____

Client: City of Hunters Creek Village
 Project Name: Rehabilitation of Outfall 28
 Contractor: Jerdon Enterprise, L.P.

ORIGINAL CONTRACT						CHANGE ORDER 1					
Item No.	Item Description	Unit	Quantity	Unit Price	Extended Price	Quantity	Unit Price	Extended Price	Quantity	Unit Price	Extended Price
SECTION 1 - SITE PREPARATION AND EARTH WORK											
1	Mobilization, Demobilization, and Insurance in Accordance with the	LS	1	\$ 18,970.44	\$ 18,970.44	1.0	\$ 18,970.44	\$ 18,970.44	1.0	\$ 18,970.44	\$ 18,970.44
2	Barricades, Signs, and Traffic Control, Complete in Place	LS	1	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00	\$ 6,000.00
3	Clearing, Grubbing and Tree Removal and Disposal at Offsite Location, Complete in Place	LS	1	\$ 12,000.00	\$ 12,000.00	1	\$ 12,000.00	\$ 12,000.00	1	\$ 12,000.00	\$ 12,000.00
4	Hand Excavate and Dispose Driveway Base and Subgrade Material, Preserve Brick Pavers, Complete in Place	CY	4	\$ 195.00	\$ 780.00	4	\$ 195.00	\$ 780.00	4	\$ 195.00	\$ 780.00
5	Portland Cement Stabilized Subgrade, Complete in Place	CY	4	\$ 170.00	\$ 680.00	4	\$ 170.00	\$ 680.00	4	\$ 170.00	\$ 680.00
6	Remove and Reinstall Exist Driveway Pavers, Complete in Place	SY	4	\$ 65.00	\$ 260.00	4	\$ 65.00	\$ 260.00	4	\$ 65.00	\$ 260.00
SUBTOTAL SECTION 1 - SITE PREPARATION AND EARTH WORK					\$ 38,690.44						
SECTION 2 – PUBLIC STORM SEWER IMPROVEMENTS											
7	Rehabilitation of Existing 24-Inch RCP Storm Sewer by Cured-In-Place Pipe (CIPP), Including Liner, Pre-Rehab Cleaning and Televising, Post-Rehab Cleaning and Televising, Debris Removal and Haul-Off and Root Removal As Required, Complete in Place	LF	159	\$ 550.00	\$ 87,450.00	159	\$ 550.00	\$ 87,450.00	159	\$ 550.00	\$ 87,450.00
8	24-Inch Thick Stone (150 pound boulder), Grade 2 Rip Rap Material, Complete in Place	CY	60	\$ 360.00	\$ 21,600.00	60	\$ 360.00	\$ 21,600.00	60	\$ 360.00	\$ 21,600.00
SUBTOTAL SECTION 2 - PUBLIC STORM SEWER IMPROVEMENTS					\$ 109,050.00						
SECTION 3 – STORM WATER POLLUTION PREVENTION PLAN											
9	Erosion/Sediment Control in Accordance with TPDES Requirements, Including Notice of Intent (NOI), Notice of Termination (NOT), Maintenance, Inspection and Reporting	LS	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00	\$ 1,000.00
10	SWPPP Inspection and Maintenance	LS	1	\$ 1,750.00	\$ 1,750.00	1	\$ 1,750.00	\$ 1,750.00	1	\$ 1,750.00	\$ 1,750.00
11	Furnish, Install, and Remove Reinforced Filter Fabric Fence, Complete in Place	LF	100	\$ 2.50	\$ 250.00	100	\$ 2.50	\$ 250.00	100	\$ 2.50	\$ 250.00
12	Furnish Stabilized Construction Exit, Complete in Place	EA	1	\$ 3,500.00	\$ 3,500.00	1	\$ 3,500.00	\$ 3,500.00	1	\$ 3,500.00	\$ 3,500.00
13	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place	LF	20	\$ 12.00	\$ 240.00	20	\$ 12.00	\$ 240.00	20	\$ 12.00	\$ 240.00
14	Sodding for Erosion Control, Block Sodding, Complete in Place	SY	20	\$ 7.00	\$ 140.00	20	\$ 7.00	\$ 140.00	20	\$ 7.00	\$ 140.00
15	Sodding for Erosion Control, Roll Sodding, Complete in Place	SY	30	\$ 7.00	\$ 210.00	30	\$ 7.00	\$ 210.00	30	\$ 7.00	\$ 210.00
16	Hydromulch Seeding for Erosion Control, Complete in Place	AC	1	\$ 2,400.00	\$ 2,400.00	1	\$ 2,400.00	\$ 2,400.00	1	\$ 2,400.00	\$ 2,400.00
SUBTOTAL SECTION 3 - STORM WATER POLLUTION PREVENTION PLAN					\$ 9,490.00						
SECTION 4 – EXTRA WORK ITEMS											
17	Landscape Allowance	ALL	1	\$ 10,000.00	\$ 10,000.00	1.80	\$ 10,000.00	\$ 18,000.00	1.80	\$ 10,000.00	\$ 18,000.00
18	Remove and Reinstall Exist Brick and Stone Pavers, Articulated Concrete Block, Complete in Place	SY	32	\$ 22.00	\$ 704.00	32	\$ 22.00	\$ 704.00	32	\$ 22.00	\$ 704.00
19	Select Fill Embankment Material from Offsite Location, Including Excavation, Hauling, Placement Adjacent to Bayou as Directed by Engineer During Construction and Compacted, Complete in Place	CY	100	\$ 32.00	\$ 3,200.00	50	\$ 32.00	\$ 1,600.00	50	\$ 32.00	\$ 1,600.00
20	24-Inch Thick Stone (150 pound boulder), Grade 2 Rip Rap Material, Complete in Place	CY	50	\$ 360.00	\$ 18,000.00	0	\$ 360.00	\$ 0.00	0	\$ 360.00	\$ 0.00
21	7-Inch Reinforced Concrete Pavement, Complete in Place	SY	3	\$ 130.00	\$ 390.00	0	\$ 130.00	\$ 0.00	0	\$ 130.00	\$ 0.00

Client: City of Hunters Creek Village
 Project Name: Rehabilitation of Outfall 28
 Contractor: Jerdon Enterprise, L.P.

ORIGINAL CONTRACT				CHANGE ORDER 1				
Item No.	Item Description	Unit	Quantity	Unit Price	Extended Price	Quantity	Unit Price	Extended Price
22	6-Inch Concrete Curb, Complete in Place	LF	20	\$ 8.50	\$ 170.00	0	\$ 8.50	\$0.00
23	Pre-cast Type "B-B" Inlet Top and Riser, Complete in Place	EA	1	\$ 1,200.00	\$ 1,200.00	0	\$ 1,200.00	\$0.00
24	Rehabilitation of Existing Type "B-B" Inlet with Geopolymer Lining, Complete in Place	EA	1	\$ 550.00	\$ 550.00	0	\$ 550.00	\$0.00
SUBTOTAL SECTION 4 - STORM SEWER ITEMS				\$	34,214.00			\$20,304.00
GRAND TOTAL				\$	191,444.44			\$177,534.44
TOTAL CHANGE ORDER NO. 1								\$ (13,910.00)

April 19, 2022

City of Hunters Creek Village

City Administrator
1 Hunters Creek Place
Houston, TX 77024

Re: Rehabilitation of Outfall 28
Payment Application #3
CFA Project No. 2112-005-03

Mr. Fullen,

Attached is Payment Application from Jerdon Enterprise, L.P. for the above-referenced project. We have reviewed the enclosed payment application and find it to be correct with quantities verified to the extent practical in the field. Retainage in the amount of 5% is to be paid in accordance with the Contract Documents. We recommend approval of payment in the amount of \$22,556.72.

If you have any questions or require additional information, I can be contacted at (713) 462-3242.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Oziel Bautista".

Oziel Bautista, EIT
Project Engineer

Application and Certificate for Payment

PROJECT: Rehabilitation of Outfall 28
OWNER: City of Hunters Creek Village

Estimate: #3

CONTRACT TIME

Notice to Proceed	10/13/2021	Initial Contract Time	60 days
Substantial Completion Date	11/26/2021	Current Approved Extensions	129 days
Final Completion Date	12/11/2021	Previous Approved Extensions	0 days
		Total Contract Time	189 days
PAY PERIOD:	From: 3/17/2022	Spent Days	189 days
	To: 4/19/2022	Days Remaining	0 days
		Rain Days To Date	0 days
		Percent of Contract Time Completed	315%

CHANGE ORDERS

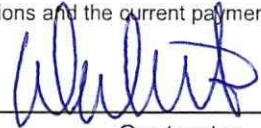
	NO.	Date:	Amount:	Days:
Approved Change Orders:	1	4/19/2022	(\$13,910.00)	129
<hr/>				
<hr/>				
<hr/>				
Total Change Orders:			(\$13,910.00)	129

SUMMARY OF WORK COMPLETED

Original Contract Sum:	\$	191,444.44
Net Change by Change Orders:	\$	(13,910.00)
Contract Sum to Date:	\$	177,534.44
Total Completed to Date:	\$	177,534.44
Percent of Work Installed		100%
Material On Site	\$	-
Retainage, (% of Completed Work:)		0%
Total Retainage:	\$	-
Total Earned Less Retainage:	\$	177,534.44
Less Previous Certificates of Payment:	\$	154,977.72
Current Payment Due:	\$	22,556.72

PAYMENT REVIEW AND APPROVAL

The undersigned Contractor certifies that to the best of his knowledge, information, and belief that the Work has been completed in accordance with the Plan and Specifications and the current payment shown on this Application for Payment is now due.

Prepared by:  Date: 4/19/2022
 Contractor
 Jerdon Enterprise, L.P., Darrol Vincent, Jr., President

The undersigned Engineer certifies that to the best of his knowledge and belief, the scope of work for which payment is applied for has been satisfactorily completed.

Approved by:  Date: 4/19/2022
 Cobb, Fendley & Associates, Inc.

Accepted by: _____ Date: _____
 City of Hunters Creek Village

PAY ESTIMATE: #3													
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	BID UNIT PRICE	Pay Estimate #1 QUANTITY INSTALLED		Pay Estimate #2 QUANTITY INSTALLED		Pay Estimate #3 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
SECTION 1 - SITE PREPARATION AND EARTH WORK													
1	Mobilization, Demobilization, and Insurance in Accordance with the Bid Contract Documents (No Greater than 5% of Total Bid)	LS	1	\$ 18,970.44	0.5	\$ 9,485.22	0.5	\$ 9,485.22	0	\$ -	1	\$ 18,970.44	100%
2	Barricades, Signs, and Traffic Control, Complete in Place	LS	1	\$ 6,000.00	1	\$ 6,000.00	0	\$ -	0	\$ -	1	\$ 6,000.00	100%
3	Clearing, Grubbing and Tree Removal and Disposal at Offsite Location, Complete in Place	LS	1	\$ 12,000.00	1	\$ 12,000.00	0	\$ -	0	\$ -	1	\$ 12,000.00	100%
4	Hand Excavate and Dispose Driveway Base and Subgrade Material, Preserve Brick Pavers, Complete in Place	CY	4	\$ 195.00	4	\$ 780.00	0	\$ -	0	\$ -	4	\$ 780.00	100%
5	Portland Cement Stabilized Subgrade, Complete in Place	CY	4	\$ 170.00	4	\$ 680.00	0	\$ -	0	\$ -	4	\$ 680.00	100%
6	Remove and Reinstall Exist Driveway Pavers, Complete in Place	SY	4	\$ 65.00	4	\$ 260.00	0	\$ -	0	\$ -	4	\$ 260.00	100%
SECTION 2 - PUBLIC STORM SEWER IMPROVEMENTS													
7	Rehabilitation of Existing 24-Inch RCP Storm Sewer by Cured-In-Place Pipe (CIPP), Including Liner, Pre-Rehab Cleaning and Televising, Post-Rehab Cleaning and Televising, Debris Removal and Haul-Off and Root Removal As Required, Complete in Place	LF	159	\$ 550.00	159	\$ 87,450.00	0	\$ -	0	\$ -	159	\$ 87,450.00	100%
8	24-Inch Thick Stone (150 pound boulder), Grade 2 Rip Rap Material, Complete in Place	CY	60	\$ 360.00	0	\$ -	30	\$ 10,800.00	30	\$ 10,800.00	60	\$ 21,600.00	100%
SECTION 3 - SWPPP													
9	Erosion/Sediment Control in Accordance with TPDES Requirements, Including Notice of Intent (NOI), Notice of Termination (NOT), Maintenance, Inspection and Reporting	LS	1	\$ 1,000.00	0	\$ -	1	\$ 1,000.00	0	\$ -	1	\$ 1,000.00	100%
10	SWPPP Inspection and Maintenance	LS	1	\$ 1,750.00	0	\$ -	1	\$ 1,750.00	0	\$ -	1	\$ 1,750.00	100%
11	Furnish, Install, and Remove Reinforced Filter Fabric Fence, Complete in Place	LF	100	\$ 2.50	0	\$ -	100	\$ 250.00	0	\$ -	100	\$ 250.00	100%
12	Furnish Stabilized Construction Exit, Complete in Place	EA	1	\$ 3,500.00	0	\$ -	1	\$ 3,500.00	0	\$ -	1	\$ 3,500.00	100%
13	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place	LF	20	\$ 12.00	0	\$ -	20	\$ 240.00	0	\$ -	20	\$ 240.00	100%
14	Sodding for Erosion Control, Block Sodding, Complete in Place	SY	20	\$ 7.00	0	\$ -	20	\$ 140.00	0	\$ -	20	\$ 140.00	100%

PAY ESTIMATE: #3													
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	BID UNIT PRICE	Pay Estimate #1 QUANTITY INSTALLED		Pay Estimate #2 QUANTITY INSTALLED		Pay Estimate #3 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
15	Sodding for Erosion Control, Roll Sodding, Complete in Place	SY	30	\$ 7.00	0	\$ -	30	\$ 210.00	0	\$ -	30	\$ 210.00	100%
16	Hydromulch Seeding for Erosion Control, Complete in Place	AC	1	\$ 2,400.00	0	\$ -	1	\$ 2,400.00	0	\$ -	1	\$ 2,400.00	100%
SECTION 4 - EXTRA WORK ITEMS													
17	Landscape Allowance	ALL	1	\$ 10,000.00	0	\$ -	1.6	\$ 16,000.00	0.2	\$ 2,000.00	1.8	\$ 18,000.00	180%
18	Remove and Reinstall Exist Brick and Stone Pavers, Articulated Concrete Block, Complete in Place	SY	32	\$ 22.00	0	\$ -	32	\$ 704.00	0	\$ -	32	\$ 704.00	100%
19	Select Fill Embankment Material from Offsite Location, Including Excavation, Hauling, Placement Adjacent to Bayou as Directed by Engineer During Construction and Compacted, Complete in Place	CY	100	\$ 32.00	0	\$ -	0	\$ -	50	\$ 1,600.00	50	\$ 1,600.00	50%
20	24-Inch Thick Stone (150 pound boulder), Grade 2 Rip Rap Material, Complete in Place	CY	50	\$ 360.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0%
21	7-Inch Reinforced Concrete Pavement, Complete in Place	SY	3	\$ 130.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0%
22	6-Inch Concrete Curb, Complete in Place	LF	20	\$ 8.50	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0%
23	Pre-cast Type "B-B" Inlet Top and Riser, Complete in Place	EA	1	\$ 1,200.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0%
24	Rehabilitation of Existing Type "B-B" Inlet with Geopolymer Lining, Complete in Place	EA	1	\$ 550.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0%
											Percent Complete Color Code:		
											In progress, under 100%		
											Complete, 100%		
											Over 100%		

TO OWNER:
 CITY OF HUNTERS CREEK VILLAGE
 #1 HUNTERS CREEK PLACE
 HOUSTON, TX 77024

PROJECT: REHABILITATION OF OUTFALL 28

APPLICATION NO: 5521-03

Distribution to:

- OWNER
- ARCHITECT
- CONTRACTOR
-
-

FROM CONTRACTOR:
 JERDON ENTERPRISE, L.P.
 13403 REDFISH LANE
 STAFFORD, TX 77477

PERIOD TO: 2/28/2022

PROJECT NOS: 2112-005-03

CONTRACT DATE: 10/13/2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.



1. ORIGINAL CONTRACT SUM \$191,444.44
2. Net change by Change Orders \$ (13,910.00)
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 177,534.44
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 177,534.44

5. RETAINAGE:
 - a. 0% of Completed Work \$ -
(Column D + E on G703)
 - b. % of Stored Material \$ -
(Column F on G703)

- Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ -
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 177,534.44
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 154,977.72
 8. CURRENT PAYMENT DUE \$ 22,556.72
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ -

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		(\$13,910.00)
TOTALS	\$ -	\$ (13,910.00)
NET CHANGES by Change Order	\$	\$ (13,910.00)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:  Date: 3/11/2022
 By: David Vincent, Jr., President
 State of: Texas County of: Fort Bend
 Subscribed and sworn to before me on 3/11/2022
 Notary Public: 
 My Commission expires 5/19/2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 22,556.72

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
 ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPLICATION NO: 5521-03
 APPLICATION DATE: 4/19/2022
 PERIOD TO: 2/28/2022
 ARCHITECT'S PROJECT NO: 2112-005-03

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C UNIT QTY	C UNIT PRICE	C SCHEDULED VALUE	D PREVIOUS QUANTITY	D FROM PREVIOUS APPLICATION (D + E)	E CURRENT QUANTITY	E CURRENT AMOUNT	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	G % (G + C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
1	Mobilization, Demobilization and Insurance	1.00	\$ 18,970.44	\$18,970.44	1.00	\$18,970.44		\$0.00		\$18,970.44	100.00%	\$0.00	\$946.52
2	Barricades, Signs and Traffic Control	1.00	\$ 6,000.00	\$6,000.00	1.00	\$6,000.00		\$0.00		\$6,000.00	100.00%	\$0.00	\$300.00
3	Clearing, Grubbing and Tree Removal and Disposal	1.00	\$12,000.00	\$12,000.00	1.00	\$12,000.00		\$0.00		\$12,000.00	100.00%	\$0.00	\$600.00
4	Hand Excavate and Dispose Driveway Base and Subgrade	4.00	\$195.00	\$780.00	4.00	\$780.00		\$0.00		\$780.00	100.00%	\$0.00	\$39.00
5	Portland Cement Stabilized Sand	4.00	\$170.00	\$680.00	4.00	\$680.00		\$0.00		\$680.00	100.00%	\$0.00	\$34.00
6	Remove and Reinstall Existing Driveway Pavers	4.00	\$65.00	\$260.00	4.00	\$260.00		\$0.00		\$260.00	100.00%	\$0.00	\$13.00
7	Rehab of Existing 24" RCP Storm Sewer	159.00	\$ 550.00	\$87,450.00	159.00	\$87,450.00		\$0.00		\$87,450.00	100.00%	\$0.00	\$4,372.50
8	24" Thick Stone Grade 2 Rip Rap	60.00	\$ 360.00	\$21,600.00	30.00	\$10,800.00	30.00	\$10,800.00		\$21,600.00	100.00%	\$0.00	\$1,080.00
9	Erosion/Sediment Control	1.00	\$1,000.00	\$1,000.00	1.00	\$1,000.00		\$0.00		\$1,000.00	100.00%	\$0.00	\$50.00
10	SWPP Inspection and Maintenance	1.00	\$1,750.00	\$1,750.00	1.00	\$1,750.00		\$0.00		\$1,750.00	100.00%	\$0.00	\$87.50
11	Furnish, Install and Remove Filter Fabric Fence	100.00	\$ 2.50	\$250.00	100.00	\$250.00		\$0.00		\$250.00	100.00%	\$0.00	\$12.50
12	Furnish Stabilized Construction Exit	1.00	\$3,500.00	\$3,500.00	1.00	\$3,500.00		\$0.00		\$3,500.00	100.00%	\$0.00	\$175.00
13	Furnish, Install and Remove Reinforced Sand Bag Inlet Protection	20.00	\$ 12.00	\$240.00	20.00	\$240.00		\$0.00		\$240.00	100.00%	\$0.00	\$12.00
14	Sodding for Erosion Control, Block Sodding	20.00	\$ 7.00	\$140.00	20.00	\$140.00		\$0.00		\$140.00	100.00%	\$0.00	\$7.00
15	Sodding for Erosion Control, Roll Sodding	30.00	\$ 7.00	\$210.00	30.00	\$210.00		\$0.00		\$210.00	100.00%	\$0.00	\$10.50
16	Hydromulch Seeding for Erosion Control	1.00	\$2,400.00	\$2,400.00	1.00	\$2,400.00		\$0.00		\$2,400.00	100.00%	\$0.00	\$120.00
17	Landscape Allowance	1.00	\$10,000.00	\$10,000.00	1.60	\$16,000.00	0.20	\$2,000.00		\$18,000.00	180.00%	(\$8,000.00)	\$900.00
18	Remove and Reinstall Existing Brick and Stone Pavers	32.00	\$ 22.00	\$704.00	32.00	\$704.00		\$0.00		\$704.00	100.00%	\$0.00	\$35.20
19	Select Fill Embankment Material	100.00	\$ 32.00	\$3,200.00		\$0.00	50.00	\$1,600.00		\$1,600.00	50.00%	\$1,600.00	\$80.00
20	24" Thick Stone Grade 2 Rip Rap	50.00	\$ 360.00	\$18,000.00		\$0.00	0.00	\$0.00		\$0.00	0.00%	\$18,000.00	\$0.00
21	7" Reinforced Concrete Pavement	3.00	\$130.00	\$390.00		\$0.00	0.00	\$0.00		\$0.00	0.00%	\$390.00	\$0.00
22	6" Concrete Curb	20.00	\$ 8.50	\$170.00		\$0.00	0.00	\$0.00		\$0.00	0.00%	\$170.00	\$0.00
23	Pre-cast Type "B-B" Inlet Top and Riser	1.00	\$1,200.00	\$1,200.00		\$0.00	0.00	\$0.00		\$0.00	0.00%	\$1,200.00	\$0.00
24	Rehab of Existing Type "B-B" Inlet w Geopolymer Lining	1.00	\$ 550.00	\$550.00		\$0.00	0.00	\$0.00		\$0.00	0.00%	\$550.00	\$0.00
	GRAND TOTALS			\$191,444.44		\$163,134.44		\$14,400.00	\$0.00	\$177,534.44	0.00%	\$13,910.00	\$8,876.72

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

This Invoice \$14,400.00
 Retainage this Invoice \$ 8,156.72
 Total of Invoice \$22,556.72
 Reconcile (0.00)

Total Contract Price: \$191,444.44
 Total Completed to Date: \$177,534.44
 Less Retainage: \$0.00
 Subtotal: \$177,534.44
 Net Amount Previously Billed: \$ 154,977.72
 Net Due this Billing: \$22,556.72

TOTAL BILLED \$ 177,534.44

CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

Project: City of Hunters Creek Village/Rehabilitation of Outfall 28

Job No. 5521

"On receipt by the signer of this document of a check from City of Hunters Creek Village (maker of check) in the sum of \$ 22,556.72 payable to Jerdon Enterprise, L.P. (payee or payees of check) and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for persons in the signer's position that the signer has on the property of City of Hunters Creek Village (owner) located at End of Kirwick Dr., Houston, TX 77024 (location) to the following extent: site improvements (job description).

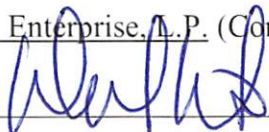
This release covers the final payment to the signer for all labor, services, equipment, or materials furnished to the property or to City of Hunters Creek Village (person with whom signer contracted).

Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this final payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project up to the date of this waiver and release."


Date 3/11/2022

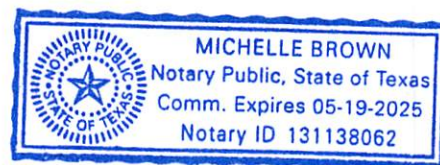
Jerdon Enterprise, L.P. (Company name)

By  (Signature)

Darrol Vincent, Jr., President (Title)

This instrument was executed and acknowledged before me on this 19th day of April, 2022, by Darrol Vincent, Jr., known to me as the person whose name is subscribed above, as President [title] of Jerdon Enterprise, L.P. [company], on behalf of and as the authorized act of said entity.


Notary Public in and for the State of Texas
My Commission Expires: 5/19/2025





April 19, 2022

Guarantee for:
City of Hunters Creek Village, Texas
1 Hunters Creek Place
Hunters Creek Village, Texas 77024

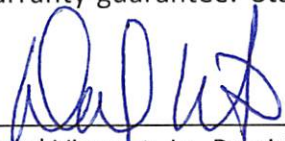
RE: Rehabilitation of Outfall 28

We hereby warrant and guarantee the scope of repairs performed per contract, which we have installed and/or furnished at the site location within City of Hunters Creek Village in compliance with the Contract Documents for 12 months from the date of Final Completion, April 19, 2022.

Jerdon Enterprise, L.P. is warranting and guaranteeing that all work under the contract to be free from faulty materials in every particular; and free from improper workmanship, and against injury from proper and usual wear.

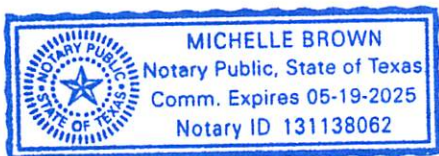
Jerdon Enterprise, L.P. agrees to replace or re-execute without cost to the City of Hunters Creek Village such work as may be found to be improper or imperfect, and to make good all damages caused to other work or materials due to such required replacement or re-execution.

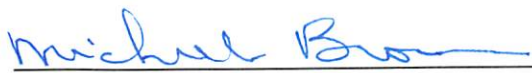
Warranty-guarantee: Start Date 4/19/2022 and Expiration Date 4/18/2023.



Darrol Vincent, Jr., President

This foregoing instrument was acknowledged before me on this 19th day of April, 2022.





Notary Public
My commission expires: 5/19/2025



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to designate a representative and alternate representative to the Houston-Galveston Area Council 2022 General Assembly.

EXHIBITS: HGAC Designation Form

**DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL
2022 GENERAL ASSEMBLY**

BE IT RESOLVED, by the Mayor and City Council of _____,
Texas, that _____ be, and is hereby designated as
its Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area
Council for the year 2022.

FURTHER, that the Official Alternate authorized to serve as the voting representative
should the hereinabove named representative become ineligible, or should he/she
resign, is _____.

THAT the Executive Director of the Houston-Galveston Area Council be notified of the
designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this _____ day of _____,
2021.

APPROVED:

Mayor

ATTEST:

By: _____



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to appoint Scott Frankel to Alternate Position #6 on the Zoning Board of Adjustment.

EXHIBITS:



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

AGENDA DATE: April 26, 2022
AGENDA SUBJECT: Discussion and possible action to appoint Brady Dodson to Alternate Position #7 on the Zoning Board of Adjustment.

EXHIBITS:



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

AGENDA DATE:

April 26, 2022

AGENDA SUBJECT:

Discussion and possible action to approve a resolution appointing Rob Adams as the City's Fire Commissioner and Pat McClellan as the City's alternate Fire Commissioner.

EXHIBITS:
