

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, July 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 fullen@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 HEARING
 - 1. A Public Hearing will be held before the City Council for the purpose of receiving input from the public, either oral or written, regarding the City's 2023 Proposed Budget (copies are posted on the City's website and on file with the City Secretary). [Pgs. 1-4](#)
 - D. PUBLIC COMMENTS *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*
 - E. REPORTS
 - 1. City Treasurer Monthly Report [Pgs. 5-9](#)
 - 2. Police Commissioner Monthly Report [Pgs. 10-27](#)
 - 3. Fire Commissioner Monthly Report [Pg. 28](#)
 - 4. Building Official Monthly Report [Pgs. 29-45](#)
 - 5. City Engineer Monthly Report [Pg. 46](#)
 - 6. City Administrator Report
 - 7. Mayor and Council Reports and Comments

F. CONSENT AGENDA *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*

1. Approval of the Minutes of the Regular Meeting on June 28, 2022. [Pgs. 47-50](#)
2. Approval of the Cash Disbursement Journal for June 2022. [Pgs. 51-54](#)
3. Approval of the 2022 1st Quarterly Investment Report. [Pg. 55](#)
4. Approval of the 2022 2nd Quarterly Investment Report. [Pg. 56](#)

G. REGULAR AGENDA

1. Discussion and possible action to approve a 3-month extension for remodel permit 201900352 at 10841 Beinhorn Rd. [Pgs. 57-59](#)
2. Discussion and possible action to award a contract to On Par Civil Services, LLC in the amount of \$145,097.70 for the Little Lisa Lane Reconstruction. [Pgs. 60-62](#)
3. Discussion and possible action to approve Amendment No. 72 to the engineering contract with Cobb Fendley in the amount of \$128,600.00 for Engineering Services associated with the 2022 Outfall Rehabilitation and Repairs. [Pgs. 63-68](#)
4. Discussion and possible action approve Amendment No. 73 to the engineering contract with Cobb Fendley in the amount of \$323,400.00 for Engineering Services associated with the Shasta and Pineland Paving and Drainage Improvements. [Pgs. 69-76](#)
5. Consideration and possible action to adopt A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, ADOPTING THE PROPOSED TAX RATE CONTAINED IN THE MAYOR'S PROPOSED 2023 MUNICIPAL BUDGET AS THE CITY'S PROPOSED 2022 TAX RATE TO BE CONSIDERED FOR ADOPTION AT A PUBLIC HEARING HELD FOR THAT PURPOSE; DESIGNATING THE CITY ADMINISTRATOR AS THE OFFICIAL WHO SHALL MAKE THE CALCULATIONS AND PROVIDE THE INFORMATION ASSOCIATED WITH THE CONSIDERATION AND ADOPTION OF THE CITY'S 2022 TAX RATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT. [Pgs. 77-79](#)

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

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

**CITY OF HUNTERS CREEK VILLAGE
PROPOSED 2023 MUNICIPAL BUDGET**

This budget will raise more total property taxes than last year's budget by \$281,361 or 4.65% and of that amount \$56,630 is tax revenue to be raised from new property added to the tax roll this year.

**City of Hunters Creek Village
2023 Proposed Budget**

Account	Description	Proposed Budget
Estimated Beginning Fund Balance		\$2,623,333
REVENUES		
100-00-41000	CURRENT AD VALOREM TAXES	\$6,337,522
100-00-41005	PREVIOUS AD VALOREM TAXES	\$15,000
100-00-41010	FRANCHISE TAXES	\$400,000
100-00-41015	SALES TAXES	\$650,000
100-00-41020	MIXED DRINK TAX	\$20,000
100-00-41040	PENALTIES/INTEREST	\$15,000
100-00-42035	BUILDING PERMITS	\$355,000
100-00-42044	CREDIT CARD PROCESSING FEES	\$2,000
100-00-43057	CHILD SAFETY FEES	\$4,000
100-00-43070	METRO RECEIPTS	\$315,000
100-00-44025	TRAFFIC FINES/BONDS	\$140,000
100-00-44027	COURT TECHNOLOGY FUND	\$2,000
100-00-44028	COURT SECURITY FUND	\$1,500
100-00-46030	INTEREST INCOME	\$15,000
100-00-48045	SUBD ST. LIGHTS	\$35,000
100-00-48055	OTHER INCOME	\$10,000
TOTAL REVENUES		\$8,317,022
MAINTENANCE & OPERATION EXPENDITURES		
ADMINISTRATION		
100-01-71000	SALARIES & WAGES	\$613,672
100-01-71001	LONGEVITY	\$5,976
100-01-71002	457b	\$12,273
100-01-71025	TMRS	\$125,618
100-01-71030	PAYROLL TAXES	\$47,412
100-01-71105	INSURANCE BENEFITS	\$115,746
100-01-71107	HRA	\$4,000
100-01-72045	NOTICES & MAILING	\$15,000
100-01-72055	OFFICE SUPPLIES & PRINTING	\$8,500
100-01-72060	TELEPHONE	\$18,191
100-01-72061	TRAVEL & TRAINING	\$10,000
100-01-72062	TUITION REIMBURSEMENT	\$5,000
100-01-72063	CERTIFICATION/LICENSE/EDUCATION	\$10,200
100-01-72065	MACHINE RENTAL MAINTENANCE	\$1,800
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	\$4,800
100-01-72108	GEN LIABILITY/PROP/WC INSURANCE	\$23,746
100-01-72109	SURETY BONDS	\$250
100-01-72110	ELECTIONS	\$3,500
100-01-72111	RECORDS MANAGEMENT	\$500
100-01-72112	CODIFICATIONS	\$2,500
100-01-75040	OFFICE EQUIPMENT	\$5,000
100-01-76010	COMPUTER SOFTWARE SERVICES	\$15,435
100-01-78056	BANK FEES (credit card fees)	\$1,200
100-01-78115	PUBLIC RELATIONS	\$23,000
100-01-78116	LOBBYING SERVICES	\$0
TOTAL ADMINISTRATION		\$1,073,319

**City of Hunters Creek Village
2023 Proposed Budget**

Account	Description	Proposed Budget
PROFESSIONAL SERVICES		
100-02-72042	CONSULTING SERVICES	\$20,000
100-02-72085	TAX COLLECTOR/ASSESSOR	\$65,100
100-02-72120	AUDITOR	\$18,375
100-02-72300	LITIGATION	\$25,000
100-02-72310	CITY ATTORNEY	\$75,000
100-02-72502	CITY ENGINEER	\$78,750
100-02-78504	TCEQ PHIII STORMWATER PERMIT	\$7,500
	TOTAL PROFESSIONAL SERVICES	<u>\$289,725</u>
PUBLIC SAFETY		
100-03-72001	VILLAGE FIRE DEPARTMENT	\$1,933,491
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	\$2,488,811
	TOTAL PUBLIC SAFETY	<u>\$4,422,302</u>
PUBLIC WORKS		
100-04-72015	GARBAGE SERVICE	\$577,500
100-04-72021	STREET LIGHTS-CITY	\$60,000
100-04-72057	OFFICE SUPP/PRINTING - PW	\$2,000
100-04-72062	TRAVEL/TRAINING - PW	\$8,500
100-04-72070	MOSQUITO FOGGING CONTRACT	\$13,781
100-04-72091	MEMBERSHIPS/SUBSC - PW	\$1,000
100-04-72205	UNIFORMS-PW	\$3,600
100-04-72500	PW-BUILDING INSPECTIONS	\$60,000
100-04-72520	TRUCK MAINTENANCE	\$15,000
100-04-72530	TRAFFIC LIGHT MAINTENANCE	\$3,500
100-04-72540	MOWING CONTRACT	\$75,000
100-04-72541	CONTRACT LABOR	\$35,000
100-04-72560	LANDSCAPING	\$30,000
100-04-75510	RENTAL/PURCHASE EQUIPMENT	\$15,000
100-04-75550	TRAFFIC SIGNS	\$3,000
100-04-76500	STREET & DRAINAGE MAINTENANCE	\$100,000
100-04-78050	BUILDING MAINTENANCE	\$30,000
100-04-78051	JANITORIAL SERVICE BLDG MAINTENANCE	\$9,975
100-04-78063	STORM DISASTER FUND	\$300,000
100-04-78540	URBAN FORESTER	\$15,000
100-04-78544	CREDIT CARD PROCESSING FEES	\$3,000
	TOTAL PUBLIC WORKS	<u>\$1,360,856</u>
MUNICIPAL COURT		
100-05-73000	JUDGES & PROSECUTORS	\$40,000
100-05-73020	JURY DUTY FEES	\$300
100-05-73025	WARRANTS ISSUED	\$500
100-05-73030	COURT SUPPLIES & PRINTING	\$2,500
100-05-73031	COURT TECHNOLOGY	\$2,000
100-05-73032	COURT SECURITY	\$2,300
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPTIONS	\$500
100-05-73035	COURT-TRAVEL & TRAINING	\$1,500
100-05-73044	CREDIT CARD FEES	\$2,500
100-05-73045	COURT TAX PD TO STATE	\$55,000
	TOTAL MUNICIPAL COURT	<u>\$107,100</u>

**City of Hunters Creek Village
2023 Proposed Budget**

Account	Description	Proposed Budget
CAPITAL OUTLAY		
100-06-75041	COMPUTER EQUIP. & SOFTWARE	\$8,500
100-06-78064	CAPITAL RESERVE	\$200,000
	TOTAL CAPITAL OUTLAY	\$208,500
	TOTAL EXPENDITURES	\$7,461,802
	Net Income (revenues - expenditures)	\$855,220
	Beginning Fund Balance	\$2,623,333
	Ending Fund Balance	\$3,478,553
	Maintenance & Operations Fund Reserve	\$1,740,451

CAPITAL IMPROVEMENTS

Funds Available for Capital Projects		\$1,738,102
	REFORESTATION PROJECT	\$20,000
	STREET SIGN REPLACEMENT	\$25,000
	SIDEWALK REPLACEMENT	\$50,000
	STREET MAINTENANCE - Recurring	\$720,000
	RESTRICTED CAPITAL IMPROVEMENT FUND MEMORIAL / VOSS RD LONG-TERM FUND	\$923,102
	TOTAL CAPITAL IMPROVEMENTS	\$1,738,102
	Ending Fund Balance	\$1,740,451



		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	17,376.31	5,815,410.39	-177,552.61	2.96 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	0.00	4,531.71	-10,468.29	69.79 %
100-00-41010	FRANCHISE TAXES	370,000.00	370,000.00	20,383.68	160,169.56	-209,830.44	56.71 %
100-00-41015	SALES TAXES	500,000.00	500,000.00	52,318.26	329,005.46	-170,994.54	34.20 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	3,599.60	12,074.53	-7,925.47	39.63 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	1,160.99	20,098.14	5,098.14	133.99 %
100-00-42035	BUILDING PERMITS	225,000.00	225,000.00	60,338.60	276,493.14	51,493.14	122.89 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	426.49	3,112.23	1,112.23	155.61 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	451.71	2,275.43	-1,724.57	43.11 %
100-00-43070	METRO RECEIPTS	250,000.00	250,000.00	26,159.13	181,306.54	-68,693.46	27.48 %
100-00-44025	TRAFFIC FINES	75,000.00	75,000.00	15,696.98	90,234.35	15,234.35	120.31 %
100-00-44027	COURT TECHNOLOGY FUND	2,000.00	2,000.00	285.71	1,606.39	-393.61	19.68 %
100-00-44028	COURT SECURITY FUND	1,500.00	1,500.00	341.11	1,875.67	375.67	125.04 %
100-00-46030	INTEREST INCOME	5,000.00	5,000.00	4,162.35	10,795.24	5,795.24	215.90 %
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	700.00	4,492.53	-5,507.47	55.07 %
100-00-48065	AMERICAN RESCUE PLAN ACT	600,000.00	600,000.00	0.00	1,192.18	-598,807.82	99.80 %
	Revenue Total:	8,122,463.00	8,122,463.00	203,400.92	6,914,673.49	-1,207,789.51	14.87 %
Expense							
100-01-71000	SALARIES & WAGES	573,525.00	573,525.00	43,940.24	244,474.78	329,050.22	57.37 %
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	8,203.49	45,680.86	56,579.14	55.33 %
100-01-71030	PAYROLL TAXES	44,310.00	44,310.00	3,319.28	19,131.22	25,178.78	56.82 %
100-01-71105	INSURANCE BENEFITS	123,200.00	123,200.00	6,563.26	43,358.38	79,841.62	64.81 %
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	1,228.26	1,973.26	13,026.74	86.84 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	547.31	3,348.18	5,151.82	60.61 %
100-01-72060	TELEPHONE	17,325.00	17,325.00	1,445.76	7,319.34	10,005.66	57.75 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	856.54	1,736.09	8,263.91	82.64 %
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	2,925.00	7,275.00	71.32 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	246.21	492.42	1,307.58	72.64 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	4,200.00	4,200.00	1,000.00	3,266.55	933.45	22.23 %
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	1,657.00	1,657.00	843.00	33.72 %
100-01-75040	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	1,696.44	3,303.56	66.07 %
100-01-76010	COMPUTER SOFTWARE SERVICES	14,700.00	14,700.00	0.00	11,706.52	2,993.48	20.36 %
100-01-78056	BANK FEES	1,200.00	1,200.00	39.00	39.00	1,161.00	96.75 %
100-01-78115	PUBLIC RELATIONS	23,000.00	23,000.00	412.84	1,850.09	21,149.91	91.96 %
100-02-72042	CONSULTING SERVICES	20,000.00	20,000.00	825.18	6,304.31	13,695.69	68.48 %
100-02-72085	TAX COLLECTOR/ASSESSOR	62,000.00	62,000.00	10,658.00	29,924.00	32,076.00	51.74 %
100-02-72120	AUDITOR	17,500.00	17,500.00	13,041.00	13,041.00	4,459.00	25.48 %
100-02-72300	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
100-02-72310	CITY ATTORNEY	75,000.00	75,000.00	3,041.00	14,241.00	60,759.00	81.01 %
100-02-72502	CITY ENGINEER	75,000.00	75,000.00	0.00	15,192.50	59,807.50	79.74 %
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	0.00	100.00	7,400.00	98.67 %

Budget Report

For Fiscal: 2022 Period Ending: 06/30/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-03-72001	VILLAGE FIRE DEPARTMENT	1,658,392.00	1,658,392.00	138,199.34	898,295.70	760,096.30	45.83 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,099,750.00	2,099,750.00	174,549.46	1,244,512.61	855,237.39	40.73 %
100-04-72015	GARBAGE SERVICE	550,000.00	550,000.00	42,769.42	213,847.10	336,152.90	61.12 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	3,852.36	15,269.99	44,730.01	74.55 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	213.84	376.23	1,623.77	81.19 %
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	1,286.80	2,452.80	10,672.20	81.31 %
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	252.23	1,575.56	2,024.44	56.23 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	0.00	24,693.95	35,306.05	58.84 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	1,042.37	5,192.53	9,807.47	65.38 %
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	13,801.00	23,785.00	51,215.00	68.29 %
100-04-72541	CONTRACT LABOR	35,000.00	35,000.00	1,120.00	12,757.50	22,242.50	63.55 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	1,714.44	4,780.45	25,219.55	84.07 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	439.21	817.91	14,182.09	94.55 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	989.00	2,011.00	67.03 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	5,028.51	25,362.27	74,637.73	74.64 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	2,381.89	6,969.70	23,030.30	76.77 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,975.00	9,975.00	835.65	3,342.60	6,632.40	66.49 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78064	Ice Storm Expenses 2021	0.00	0.00	24.99	24.99	-24.99	0.00 %
100-04-78540	URBAN FORESTER	15,000.00	15,000.00	0.00	3,431.00	11,569.00	77.13 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	769.11	3,263.09	-263.09	-8.77 %
100-05-73000	JUDGES & PROSECUTORS	40,000.00	40,000.00	5,103.00	17,376.00	22,624.00	56.56 %
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	258.00	242.00	48.40 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	289.68	518.46	1,981.54	79.26 %
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	525.85	1,392.80	407.20	22.62 %
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	90.64	90.64	2,409.36	96.37 %
100-05-73045	COURT TAX PD TO STATE	40,000.00	40,000.00	0.00	13,943.81	26,056.19	65.14 %
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	491,789.16	2,994,977.63	3,732,322.37	55.48 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,395,163.00	1,395,163.00	-288,388.24	3,919,695.86	2,524,532.86	-180.95 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02)						
	Expense						
200-01-75038	STREET AND MAINTANANCE - RECUR...	250,000.00	250,000.00	0.00	54,531.61	195,468.39	78.19 %
200-01-75050	REFORESTATION	20,000.00	20,000.00	300.00	300.00	19,700.00	98.50 %
200-01-75053	OUTFALL REPAIRS	730,000.00	730,000.00	0.00	162,802.28	567,197.72	77.70 %
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	31,943.75	52,875.75	-52,875.75	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	17,531.25	32,468.75	64.94 %
200-01-75064	STREET REPLACEMENTS - ONGOING	1,822,500.00	1,822,500.00	22,859.76	61,463.75	1,761,036.25	96.63 %
200-01-75066	ESPLANADE BEAUTIFICATION	70,000.00	70,000.00	29,505.70	69,124.70	875.30	1.25 %
	Expense Total:	3,455,000.00	3,455,000.00	84,609.21	418,629.34	3,036,370.66	87.88 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,455,000.00	3,455,000.00	84,609.21	418,629.34	3,036,370.66	87.88 %
	Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	-372,997.45	3,501,066.52	5,560,903.52	269.97 %

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	203,400.92	6,914,673.49	-1,207,789.51	14.87 %
Expense	6,727,300.00	6,727,300.00	491,789.16	2,994,977.63	3,732,322.37	55.48 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,395,163.00	1,395,163.00	-288,388.24	3,919,695.86	2,524,532.86	-180.95 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	3,455,000.00	3,455,000.00	84,609.21	418,629.34	3,036,370.66	87.88 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	3,455,000.00	3,455,000.00	84,609.21	418,629.34	3,036,370.66	87.88 %
Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	-372,997.45	3,501,066.52	5,560,903.52	269.97 %

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	-288,388.24	3,919,695.86	2,524,532.86
200 - CAPITAL IMPROVEMENTS (02)	-3,455,000.00	-3,455,000.00	-84,609.21	-418,629.34	3,036,370.66
Report Surplus (Deficit):	-2,059,837.00	-2,059,837.00	-372,997.45	3,501,066.52	5,560,903.52

**City of Hunters Creek Village
Monthly Tax Office Report
June 30, 2022**

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

A. Current Taxable Value \$ 3,039,134,304

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

	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
	<u> </u>	<u> </u>	<u> </u>
Original Levy 0.194082	\$ 5,727,601.35	\$ -	\$ 5,727,601.35
Carryover Balance	-	144,026.48	144,026.48
Adjustments	170,811.26	(146.23)	170,665.03
Adjusted Levy	<u>5,898,412.61</u>	<u>143,880.25</u>	<u>6,042,292.86</u>
Less Collections Y-T-D	<u>5,818,485.46</u>	<u>3,797.10</u>	<u>5,822,282.56</u>
Receivable Balance	<u><u>\$ 79,927.15</u></u>	<u><u>\$ 140,083.15</u></u>	<u><u>\$ 220,010.30</u></u>

C. COLLECTION RECAP:

Current Month:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
	<u> </u>	<u> </u>	<u> </u>
Base Tax	\$ 20,455.30	\$ (734.61)	\$ 19,720.69
Penalty & Interest	1,689.46	-	1,689.46
Attorney Fees	-	-	-
Other Fees	3.58	-	3.58
Total Collections	<u>\$ 22,148.34</u>	<u>\$ (734.61)</u>	<u>\$ 21,413.73</u>

Year-To-Date:	Current 2021 Tax Year	Delinquent 2020 & Prior Tax Years	Total
	<u> </u>	<u> </u>	<u> </u>
Base Tax:	\$ 5,818,485.46	\$ 3,797.10	\$ 5,822,282.56
Penalty & Interest	19,302.23	665.40	19,967.63
Attorney Fees	-	960.69	960.69
Other Fees	1,883.67	286.69	2,170.36
Total Collections	<u>\$ 5,839,671.36</u>	<u>\$ 5,709.88</u>	<u>\$ 5,845,381.24</u>

Percent of Adjusted Levy	<u>99.00%</u>	<u>99.10%</u>
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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	120	60	60	\$18,034	\$5,657
May	40	21C/19W	\$10,157	\$7,871	\$2,286	99	42C/57W	\$8,686	\$6,410	\$2,276	175	92	83	\$15,498	\$9,778
June	33	19C/14W	\$5,720	\$4,219	\$1,501	83	45C/38W	\$8,840	\$6,106	\$2,734	133	87	46	\$17,689	\$12,246
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	773	417	356	\$98,558	\$61,066
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	64.4	35	30	\$8,213.17	\$5,088.81
															\$3,116.12

*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



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

Raymond Schultz
Chief of Police

July 11, 2022

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: June Monthly Report

During the month of June MVPD responded/handled a total of 7901 calls/incidents. 6595 House Watch checks were conducted. 500 traffic stops were initiated with 537 citations being issued for 954 violations. (Note: 19 Assists in Hedwig, 75 in Houston, 2 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	2735/9786	2357/7845	7	106/229/335	2@1:33
Piney Point:	1724/8645	1375/6651	1	94/266/360	4@3:07
Hunters Creek:	3285/12661	2855/10092	5	86/173/259	6@3:25
				Cites/Warn/Total	12@3:00

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	164	Ord. Violations:	14	Speeding:	136
Animal Calls:	20	Information:	19	Exp. Registration:	183
ALPR Hits:	100	Suspicious Situations	96	No Ins:	117
Assist Fire:	40	Loud Party	9	License	122
Assist EMS:	27	Welfare Checks:	14	Stop Sign	38
				Fake Plate	44

This month the department generated a total of 79 police reports. BH-25, PP-22, HC-28, HOU-3, HED-1, SV-0

Crimes Against of Persons (1)

Assault (DV) 1

Crimes Against Property (15)

Burglary of a Motor Vehicle	2	Forgery	3
Burglary of a Habitation	2	Fraud/ID	3
Theft	5		

Petty/Quality of Life Crimes/Events (63)

ALPR Hits (valid)	9	Possession of CS	6
Misc. Reports	24	Warrants	7
DWI	4	Weapons Charges	1
Information Reports	8	Death Calls	4

Arrest Summary: Individuals Arrested (18)

Warrants	7	Felony	2
Class 3 Arrests	3	DWI	6

Budget YTD:	Expense	Budget	%
• Personnel Expense:	2,353,410	5,222,098	45.1%
• Operating Expense:	560,320	959,152	58.4%
• Total M&O Expenditures:	2,913,730	6,181,250	47.1%
• Capital Expenses:	160,075	178,000	89.9%
• Net Expenses:	3,073,805	6,359,250	48%

Follow-up on Previous Month Items/Requests from Commission

- 2023 Budget was approved by all 3 city councils.
- The IT RFP was completed and sent out to various vendors for consideration of proposals. MergerTree was provided notice as per the agreement, of the termination of the existing contract effective October 1, 2022.

Personnel Changes/Issues/Updates

- Three officers successfully completed the hiring process. Officer Efrain Salazar stated employment on July 5, 2022. Two additional officers were provided conditional offers of employment contingent upon successfully passing psychological testing and a physical. Those are scheduled for mid-July.
- On June 24, 2022, Officer Torres responded to a suicide call on Flintwood. Upon arrival to the location a male subject was found hanging from the rafters. As Officer Torres cut him down, the subjects body knocked him from the ladder causing him to fall and break his leg.

Major/Significant Events

- On the evening of June 6, 2022, MVPD personnel located and reunited 2 missing persons with their families as the result of ALPR hits. One of the missing persons was on medically necessary medication and was treated by VFD personnel.
- On June 10, 2022, officers responded to a burglary in the 200 block of Blalock. During the course of the investigation, officers located a suspect vehicle on the ALPR system. The vehicle was linked to a repeat offender who has committed prior thefts/burglaries in the area. Detectives will be obtaining an arrest warrant for the suspect.
- On June 30, 2022, MVPD attended and participated in a regional meeting of LE leaders hosted by Commissioner Ramsey to discuss School Safety in light of the Uvalde incident. (Note: MVPD will have personnel attending an upcoming active shooter class hosted by SBISD Police)
- During the month of June, we saw a significant increase in the number of DWI drivers in the area. Officers were able to stop and arrest 6 drunk drivers during the month.

Status Update on any Major Projects

- In June, the Memorial Villages Community was named by SafeWise, as one of the top 5 safest communities in the State of Texas.
- A major construction project started on Taylorcrest Road as part of a new waterline installation. Patrol officers and the powershift officer have been assigned to monitor the traffic as several vehicles have been driving on the wrong side of the roadway. Several citations have been issued.
- The Fake Paper License Plate Tag Tact Plan continued in June resulting in 24 additional fake paper tags being seized.

V-LINC new registrations in June: +31

BH – 1480(+9)
PP – 1067 (+8)

HC – 1511 (+12)
Out of Area – 508 (+2)

June VFD Assists

Calls received directly by MVPD via 911/3700

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

Total – 7	3:24
-----------	------

Fire – 3	2:47
----------	------

EMS – 4	3:59
---------	------

By Village

BH Fire – 0	0
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BH EMS – 0	0
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PP Fire – 2	2:06
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PP EMS – 1	2:27
------------	------

HC Fire -1	4:11
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HC EMS -3	3:59
-----------	------

Combined VFD Events (Priority + Radio)

Total – 30	3:35
------------	------

Fire – 14	3:16
-----------	------

EMS – 16	3:51
----------	------

Radio Call Events

Total – 23	3:33
------------	------

Fire- 11	3:25
----------	------

EMS- 12	3:47
---------	------

Radio Call Events by Village

BH – 8	3:13
--------	------

PP – 3	3:34
--------	------

HC – 12	3:52
---------	------

2022 Burglary Map

Address	Alarm	POE
233 Merrie Way	No	Walk-in UNL Door
706 Country Lane	No	Garage UNL Door
11903 Broken Bough	No	Door Kick
24 Greyton Ln	No	Side Door Wind
321 Bunker Hill Rd	No	Const Site
214 Blalock	No	Open Door

2022 Robberies

Address	MO
201 Kensington	Driveway Robbery



Daytime Burglary



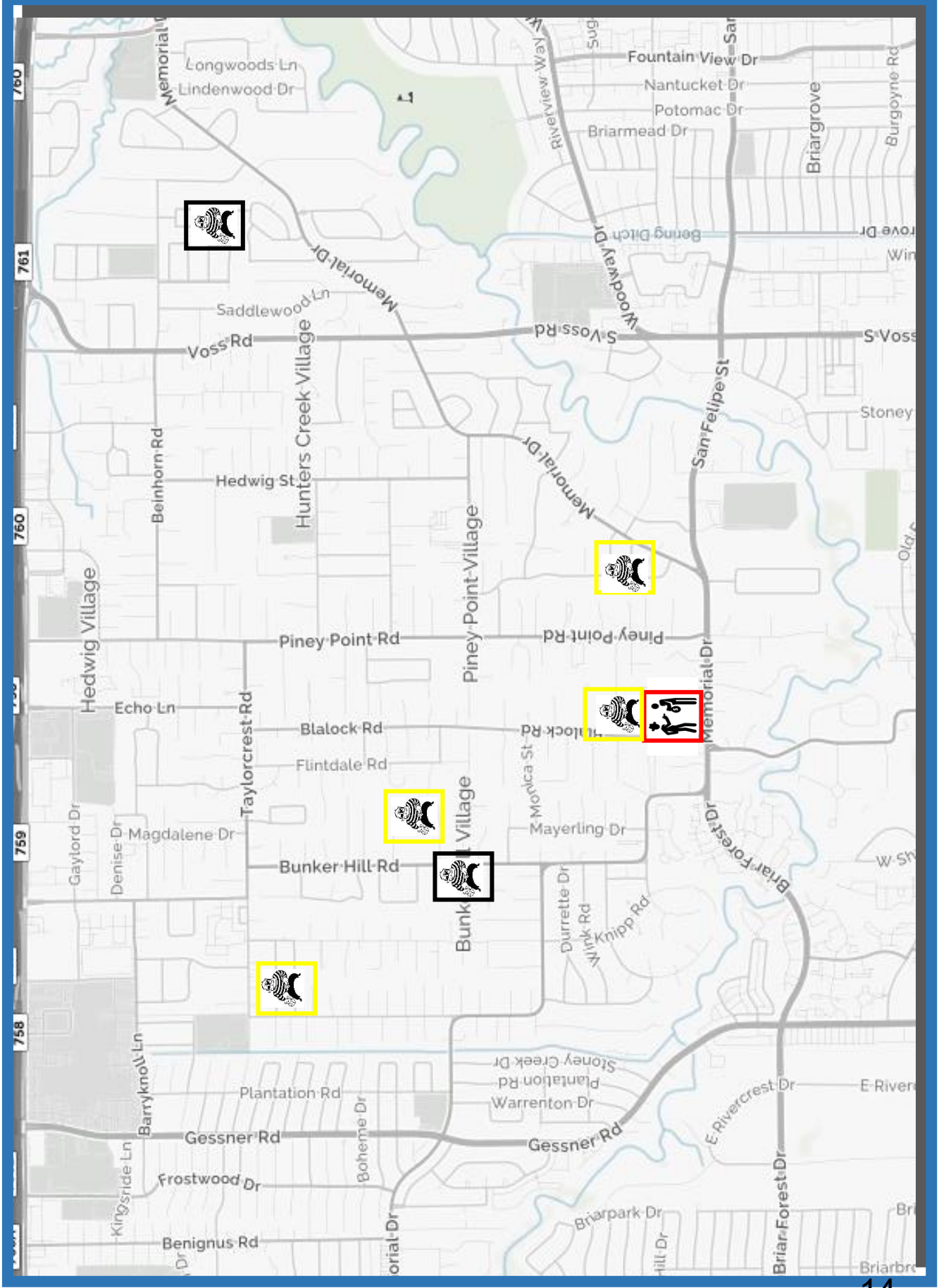
Nighttime Burglary



Robbery

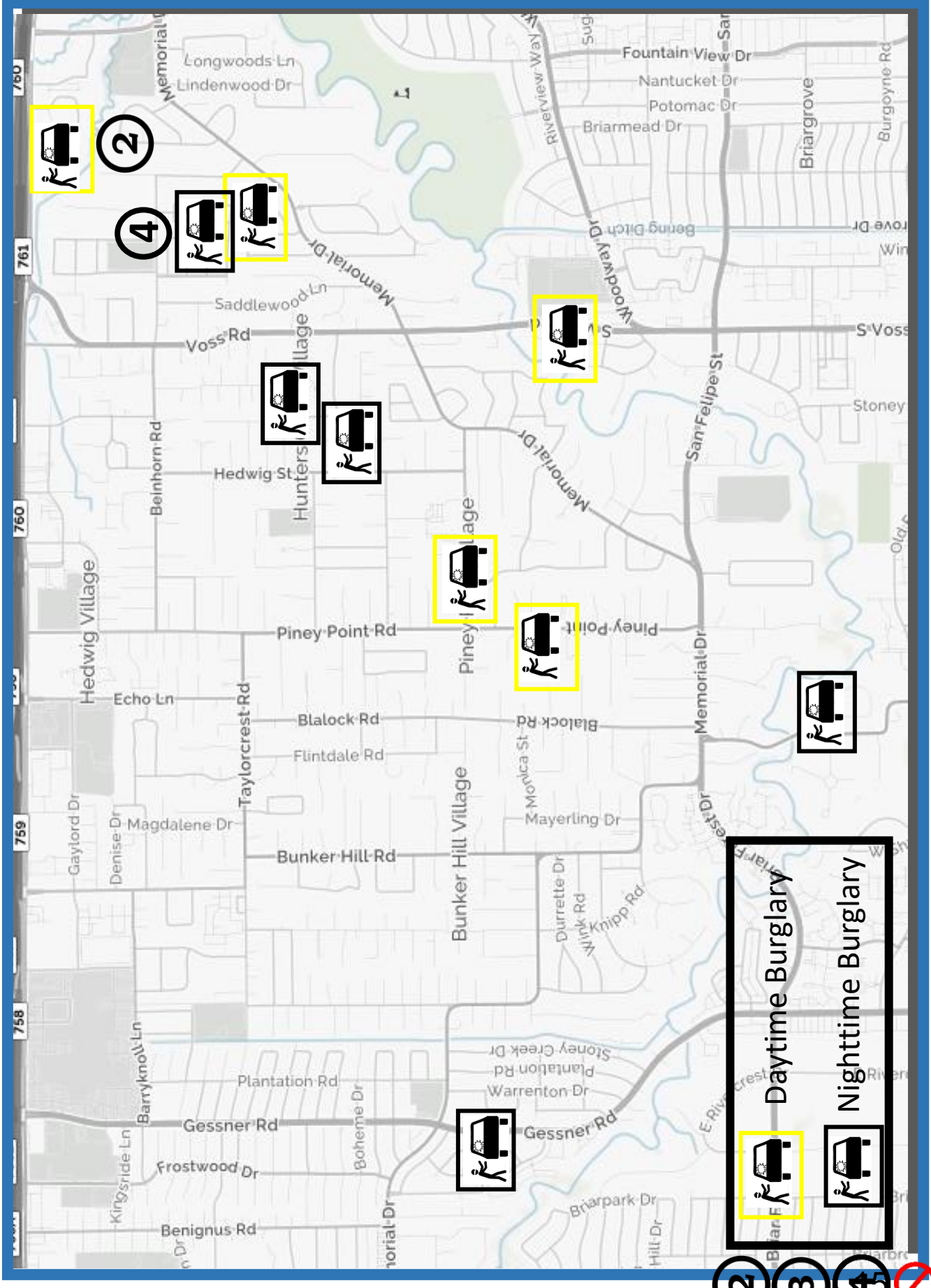


6/30/22



2022 Auto Burglary Map

Address	POE
243 Gessner 22-0042	UNL Vehicle
<u>614 Hunters Grove 22-0046</u>	<u>UNL Vehicle</u>
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
8427 Hunters Creek Drive	UNL Vehicle
8447 Hunters Creek Drive	UNL Vehicle
11024 Greenbay	Side Window
362 Piney Point	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	3	16	64	83	18	4641	3459	1231	908	1393	1055	1907	1495
May	0	15	60	75	18	5737	4292	1762	1333	1617	1223	2217	1736
June	1	15	63	79	18	7901	6595	2735	2357	1724	1375	3285	2855
July													
August													
September													
October													
November													
December													
Total	6	94	370	470	112	31812	24609	9786	7845	8645	6651	12661	10092

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	3:39:42	2:14:53	1:17:03								0
BIEHUNKO, JOHN	18:43:22	2:22:28	16:34:24	16:11:16	0:05:01	30:06:58							6	16
BOGGUS, LARRY	* 15:04:47	5:53:12	4:40:34	3:14:42	4:18:58	8:49:03								
BURLESON, Jason	12:07:07	8:50:51	10:28:24	15:39:39	20:46:39	12:37:07							1	8
CANALES, RALPH EDWARD	15:47:48	12:59:21	20:33:16	7:12:09	18:07:20	18:57:15							5	10
CERNY, BLAIR C.	* 10:28:34	4:46:23	5:09:00	13:16:49	3:28:16	2:39:05								
ECKERFIELD, Dillion	14:43:31	50:20:55	41:45:59	20:58:59	46:51:13	46:09:14							3	43
HARWOOD, NICHOLAS	8:52:50	12:08:28	17:02:07	32:38:36	14:55:59	19:34:36							4	14
JARVIS, RICHARD	15:27:18	13:08:35	11:48:58	17:43:16	17:42:14	20:08:16							3	21
JONES, ERIC	* 0:00:00	0:00:00	0:00:00	2:26:49	0:58:54	0:00:00								
KELSO JR, RONALD K	18:23:38	18:34:45	18:24:13	16:24:02	21:26:07	16:59:04							2	12
KUKOWSKI, Andy	8:41:08	29:17:18	19:38:51	10:43:16	14:27:45	35:09:03							6	38
LOWRIE, Andy	22:19:30	25:03:32	25:44:26	30:50:09	37:16:39	47:52:05							10	74
MCELVANY, ROBERT	15:57:19	16:56:24	11:49:41	15:02:12	15:14:52	14:52:41							2	21
MILLER, OSCAR	* 2:11:11	0:26:31	2:26:05	9:03:28	4:23:24									
NASH, CHRISTOPHER	5:48:17	8:01:05	12:25:46	18:40:35	14:35:51	11:49:00							1	9
Ortega, Yesenia	13:37:44	13:06:03	27:04:16	21:00:00	22:35:33	31:13:22							3	20
OWENS, LANE	* 1:19:54	0:00:00	0:01:20	0:00:00	1:17:38	0:00:00								
PAVLOCK, JAMES ADAM	7:53:53	12:46:08	21:56:20	18:00:52	19:42:42	22:02:06							4	63
RODRIGUEZ, CHRISTOPHER	* 3:33:25	1:10:27	2:30:35	3:18:59	9:12:09	2:37:41							0	
SALAZAR, Efrain														
SCHANMEIR, CHRISTIAN	13:46:24	13:54:19	22:55:54	19:04:49	24:31:16	0:00:00							0	0
SCHULTZ, RAYMOND	* 0:08:10	0:19:11	0:00:00	3:09:04	0:58:56	0:14:11								
SILLIMAN, ERIC	18:28:11	21:46:57	18:28:05	20:43:02	30:52:29	16:55:33							2	69
SPRINKLE, MICHAEL	2:24:25	3:42:07	7:30:26	10:26:51	8:13:27	12:57:33							1	8
TAYLOR, CRAIG	14:23:05	8:57:33	15:22:47	8:22:56	15:25:16	29:26:49							4	30
TORRES, PATRICK	17:51:27	15:18:21	12:19:55	18:43:20	15:41:19	10:59:51							2	4
VALDEZ, JUAN	12:53:25	15:40:46	23:53:53	17:10:21	27:45:20	24:50:03							4	9
VASQUEZ, MONICA	17:21:21	13:46:27	13:46:55	29:48:40	27:25:02	17:57:16							2	16
WHITE, TERRY	19:20:30	25:56:34	40:33:51	25:47:31	15:35:11	40:24:45							12	31
WILLIFORD, Adam	2:52:41	16:38:20	42:14:42	22:19:22	24:49:13	14:17:33							2	21
* = Admin												Total	79	537

Dispatch Committed Time	Totals
911 Phone Calls	1964
3700 Phone Calls	14625
DP General Phone Calls*	

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

Hedwig
11

Bunker Hill

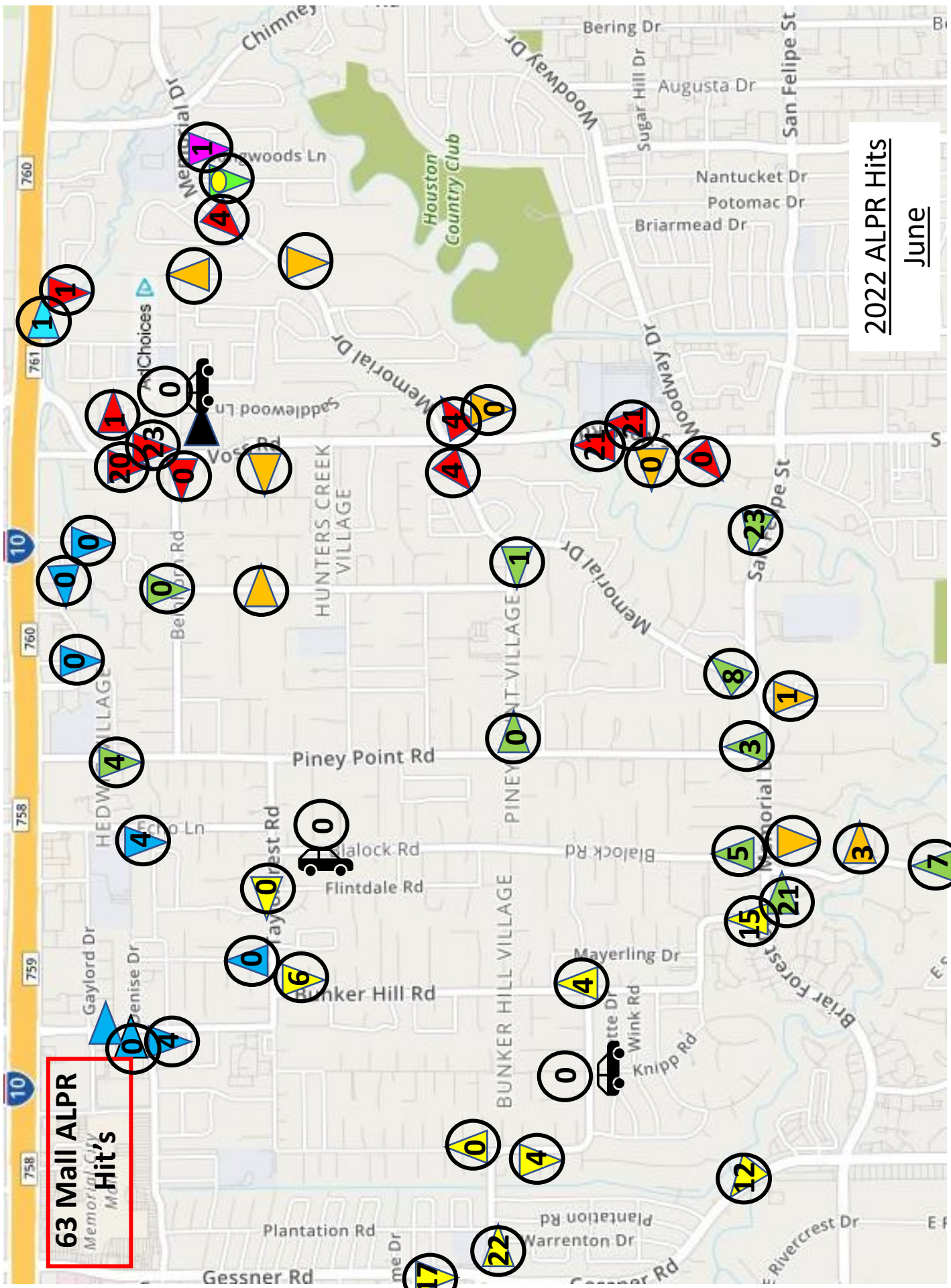
Piney Point

Hunters Creek

Frequent Mobile Locations

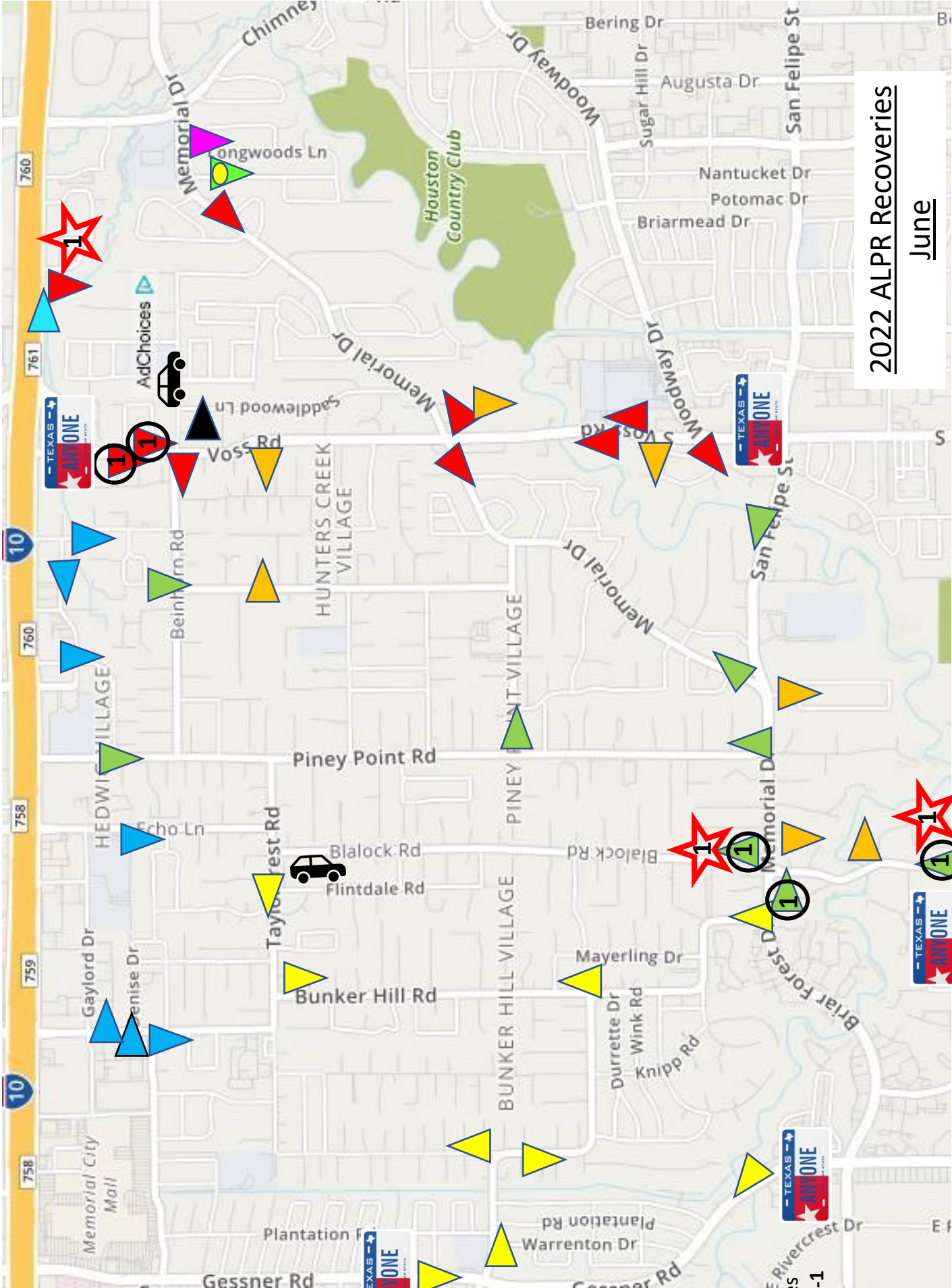
Total Hits
18

63 Mall ALPR Hit's



2022 ALPR Hits
June

6/30/22



2022 ALPR Recoveries
June

Hedwig



Bunker Hill



Piney Point



Hunters Creek



Frequent Mobile Locations



5 Recovered Vehicles
 1 Recovered Plates - 1

3 Investigative Leads

Lindenwood HOA



Longwoods HOA



US Coins



In Process



HOA Systems



6/30/22

Num	Plate	Vehicle	ALPR Recoveries		Links	Date
			Loc	Val		
1	PYW1930	Jeep Pat	6	\$ 18,000.00	Missing Peson	5-Jan
2	NSZ6202	Chev SPK	19	\$ 14,000.00	Fugitive	9-Jan
3	LBH7413	Toy Cam	8	\$ 18,000.00	Burg/Warr	13-Jan
4	36268G6	Niss Sent	24	\$ 14,500.00		14-Jan
5	PSS6946	ChevImpal	22	\$ 21,000.00		20-Jan
6	27517B1	BlkLexus	21	\$ 34,000.00	FelWarrant	30-Jan
7	JMH0296	Ford Must	17	\$ 23,500.00		1-Feb
8	AL32592	U-HAUL	Station	\$ 70,000.00	Poss Meth	24-Feb
9	NPS2672	Ford F150	20	\$ 45,000.00	Carjacking	25-Feb
10	KPH5017	LexG43	17	\$ 18,500.00	Warr	3-Mar
11	NVT0203	Chev Mal	103	\$ 16,000.00	Warr	8-Mar
12	C337283	Chev1500	Coins	\$ 21,000.00	Fugitive	13-Mar
13	NKM9110	Toy SUV	19	\$ 30,000.00	Fugitive	19-Mar
14	LTR0879	Honda ACC	21	\$ 18,000.00		20-Mar
15	94AQZQ	ToyCam	2	\$ -	Hotlist Mail Th	25-Mar
16	MKP5490	Toy Rav4	7	\$ 26,000.00	Fugitive	22-Mar
17	PRF3098	Niss Con	19	\$ 18,750.00	Armed Rob	31-Mar
18	GF85552	Toy Cor	19	\$ 16,000.00	car Jacking	1-Apr
19	AG89893	Uhaul	1	\$ 41,000.00		23-Apr
20	HTV3407	Ford Esc	1	\$ 20,000.00	Missing Peson	26-Apr
21	MCD4078	HynEln	4	\$ 23,500.00		2-May
22	LBL4381	Ram1500	8	\$ 41,000.00		4-May
23	RRB3406	NissXTR	23	\$ 27,000.00		5-May
24	PMJ5213	NissSen	21	\$ 18,500.00		5-May
25	RPZ7921	Ford Foc	RB 23	\$ 12,000.00		6-May
26	48055C8	HumH3	19	\$ 46,000.00	Fugitive	6-May
27	MZZ3102	ChevSub	23	\$ 27,000.00		8-May
28	0252W43	F150	27	\$ 30,000.00		26-May
29	RFK9077	NissMur	8	\$ 23,000.00		26-May
30	RGR4290	Kia	8	\$ 22,500.00	Poss of Narcot	27-May
31	PBJ4056	Niss	8	\$ 25,500.00	Stolen Firearm	27-May
32	AH01898	UHaul	7	\$ 42,500.00	Stolen misc ite	1-Jun
33	KKM3831	ToyCam	8	\$ 20,000.00	Fugitive	11-Jun
34	LFS4848	Honda Civ	20	\$ 15,000.00		14-Jun
35	PXD7306	FordEsc	19	\$ 18,750.00	Fugitive	17-Jun
36	CZY9487	FordF250	24	\$ 37,000.00	Hotwire	18-Jun

Plate Recoveries		
Plate Recove	Date	Links
IS11QH	1/4/2022	
63B374	1/4/2022	
39496Y1	2/18/2022	same plate on 2 cars
39496Y1	2/18/2022	same plate on 2 cars
NBB1660	3/3/2022	
LS3735	3/7/2022	
KTB3323	3/10/2022	Recovered 100+ CC's
BGFB425	3/15/2022	Hertz
72HCF9	3/25/2022	
MKP5490	3/22/2022	On Stolen Veh
72HCF9	3/26/2022	
43423 E7	7-Apr	
30054V3	5/9/2022	
34917B9	5/12/2022	
LCL5909	5/12/2022	Stolen Plate
0006H59	6/1/2022	Fake Tag
006H59	6/4/2022	Stolen Plate
0252W43	6/4/2022	Stolen Plate
0006H59	6/4/2022	Stolen Plate
PXD7306	6/17/2022	Stolen on Stolen
86F1775	6/18/2022	Fake/Stolen
0271A61	6/24/2022	Fake/Stolen
Firearm in vehicle		
Temp Tag		
Located but Fled		
Date	Plate	Camera
13-Mar	PGP4565	7
26-Mar	KZR0019	19
12-Jun	KTG0535	17
Missing Person		
6/7/2022	LZM0966	2
6/7/2022	GLW6656	1

53821C6	6/25/2022	Fake/Fugitive
NSZ6346	6/27/2022	

19 of 34 involved in other crimes =

2022 Value	\$ 912,500.00		17
2021 Value	\$ 1,683,601.00		75
2020 Value	\$ 1,147,500.00	Recovered	61
2019 Value	\$ 438,000.00	Recovered	22
Program Total	\$ 4,181,601.00		175

INVESTIGATIVE LEADS

3/11/2022	JXN1575	20	Mail and Vehicle Thefts	HPD	Case TOT HPD
3/24/2022	94A02Q FL	19	Mail Thiefs	Lead	TO-Be issued
4/4/2022	Green Honda	23	Robbery	Lead TB	To-Be issued
4/8/2022	Chev Impala	6	Burglary	lead	Arrest
4/19/2022	Cad Esc	#174	UUMV	Lead	tot HPD
4/21/2022	Toy Cor	15	BMV	Lead	To-Be issued
5/21/2022	LJN6783	Wind	Mail Thieves	Arrest	Arrest
5/23/2022	RKH5452	1	BOH	Lead	To-Be Issued

Total Value

2022 ALPR Data Report

Plate Reads Summary

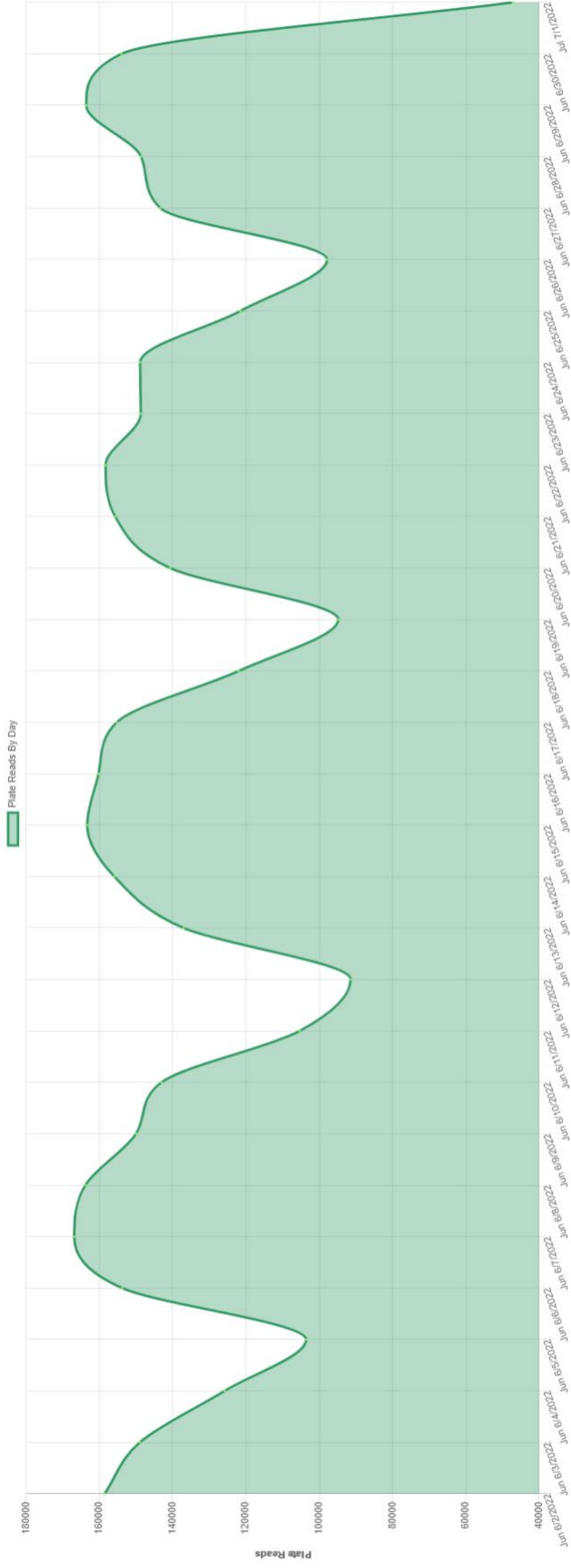
Total Plate Reads:
4,128,056

Jun 2 - Jul 1

[DOWNLOAD CSV](#)

Cameras (32)

[Search](#)



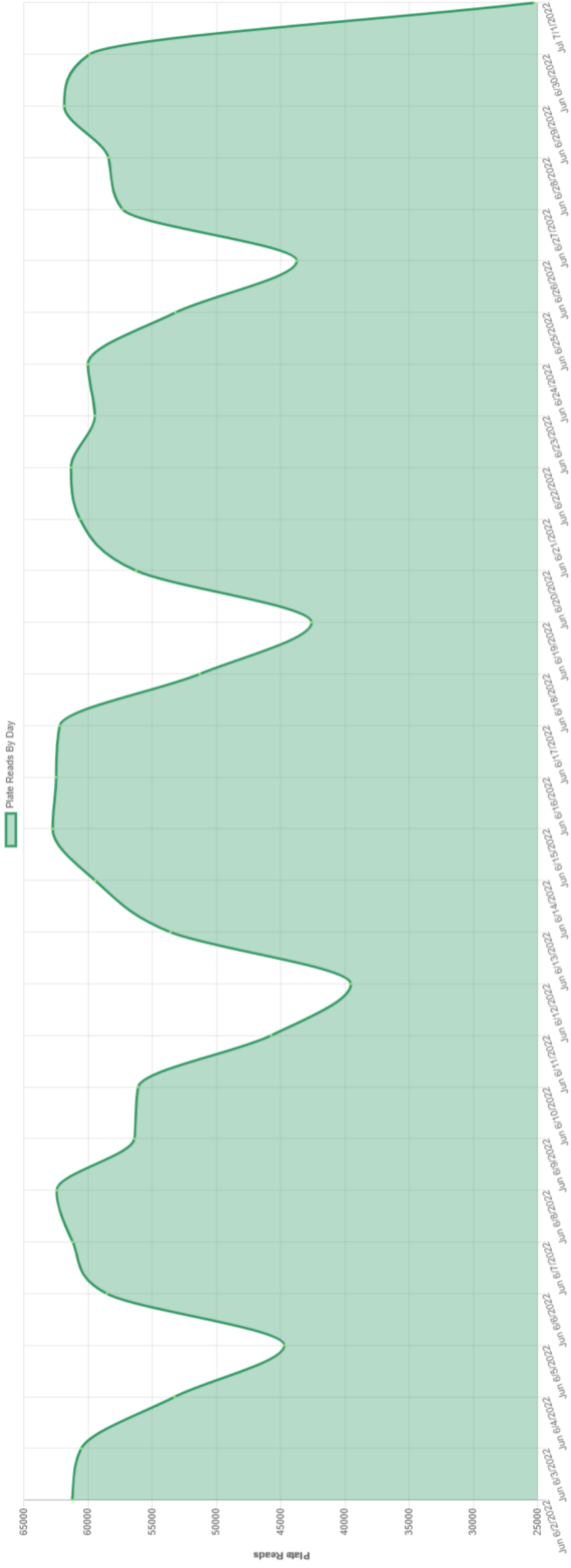
Unique Plate Reads Summary

Total Unique Plate Reads:
1,651,932

[Download CSV](#) Jun 2 - Jul 1

Search

Cameras (32)



Hits Report

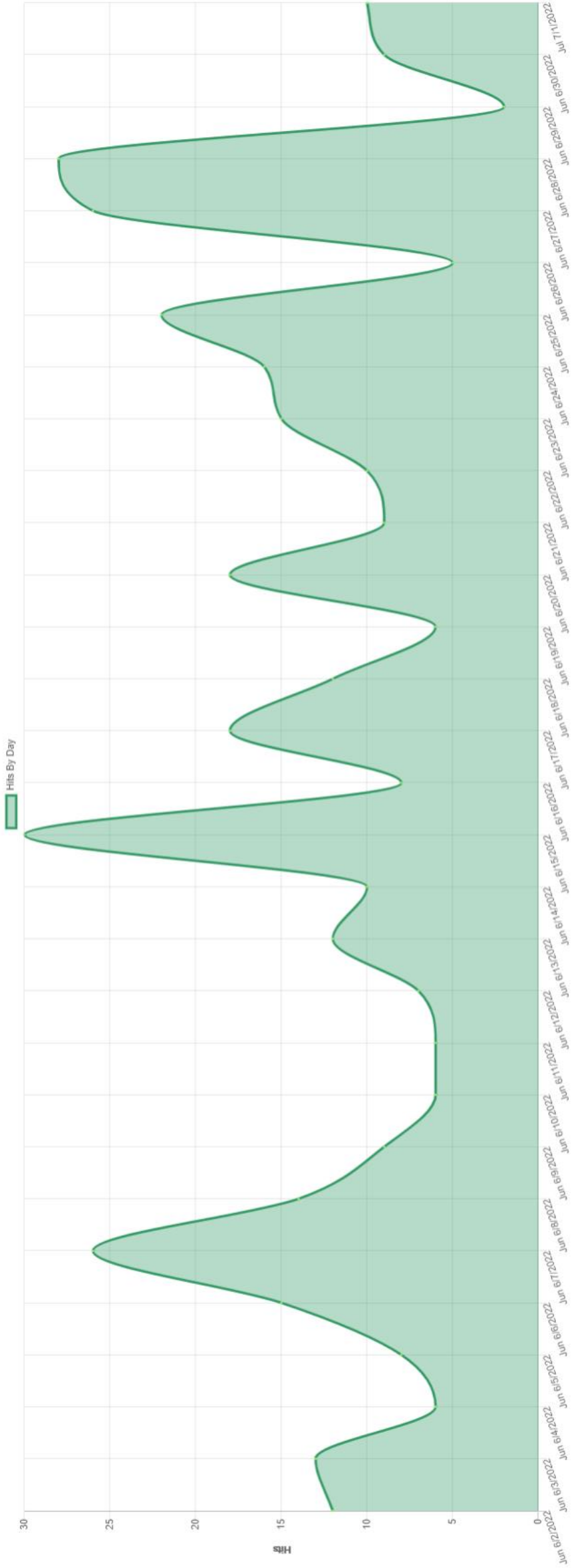
Total Hits:
388

[DOWNLOAD CSV](#)

Jun 2 - Jul 1

Topics (14) ▾

Cameras (32) ▾



Top 6 Categories

Hits Report

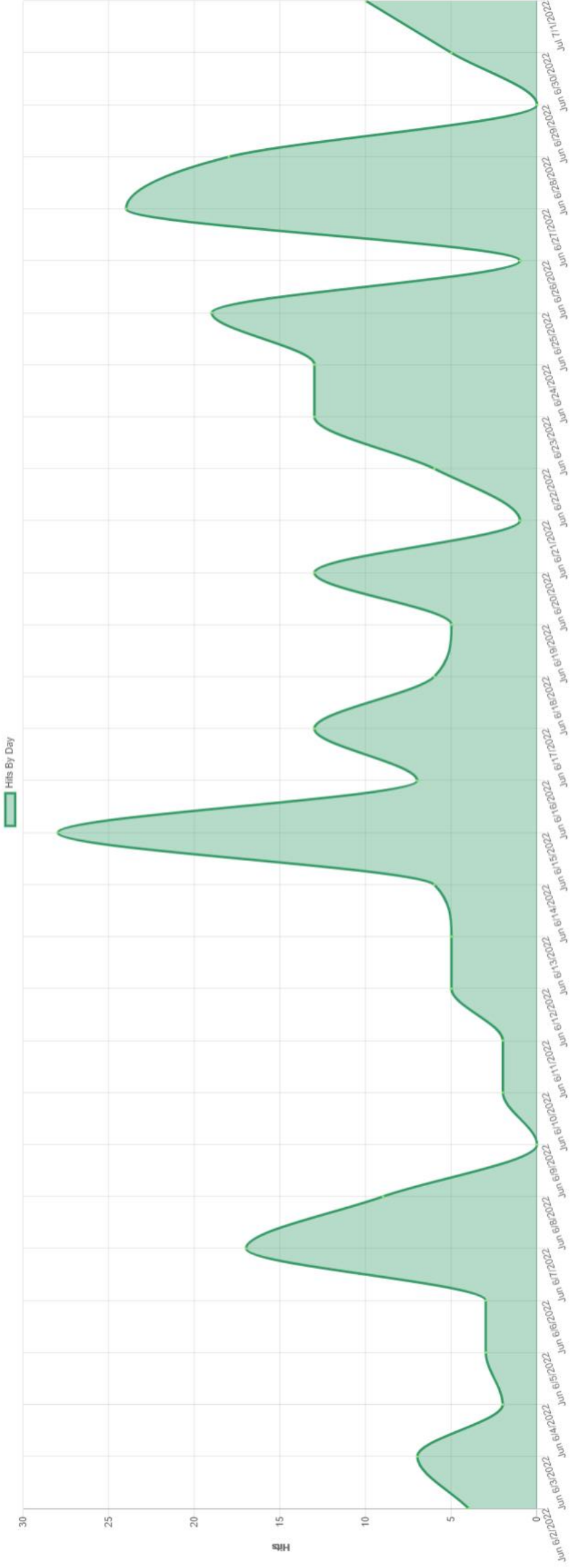
Total Hits:
247

[DOWNLOAD CSV](#)

Jun 2 - Jul 1

Topics (6) ▾

Cameras (32) ▾



Sex Offenders Only Hits

Hits Report

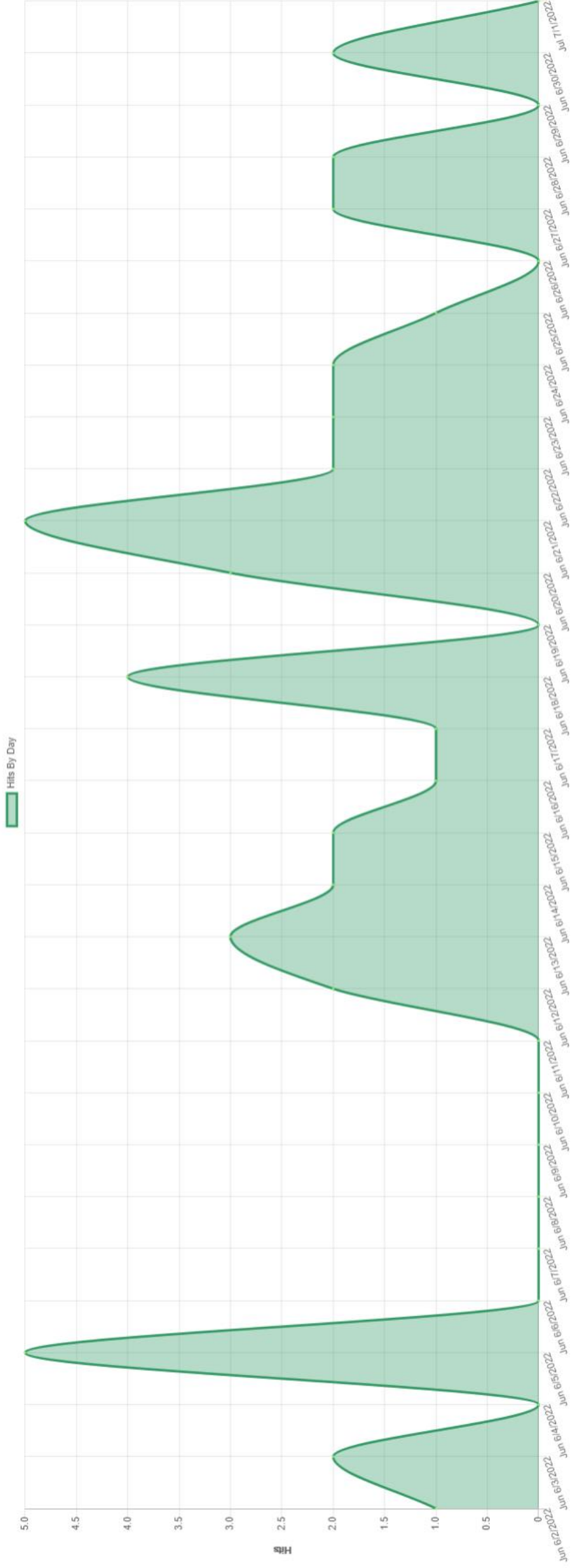
Total Hits:
44

[DOWNLOAD CSV](#) Jun 2 - Jul 1

Search

Topics (1) ▾

Cameras (32) ▾



Hits/Reads By Camera

1	17/335,872	17	4/95,669
2	22/146,781	18	4/109,628
3	0/0	19	20/363,555
4	15/129,045	20	23/237,693
5	6/97,885	21	21/344,175
6	1/89,077	22	21/357,131
7	21/237,100	23	23/191,148
8	7/194,424	24	5/102,660
9	3/52,972	25	4/55,419
10	8/131,110	26	0/55,609
11	0/75,784	29	Riverbend 0/4,643
12	4/114,369	#30	Beinhorn/Voss 1/48,802
13	12/181,887	#32	Greenbay/Memorial 1/57,867
14	0/54,725	#181	0/117,872
15	0/6,882	Trailer	0/10,478
16	4/95,669	Strey	0/35,151
			Total Reads – 4,128,056
			Unique Reads – 1,651,932
			Hits- 353
			6 Top Hit List- 247



July 1, 2022

TO: Police Commission

FROM: R. Schultz, Chief of Police

REF: 2021 Review of Services and FY22 Budget Equitable Funding Review

In order to assist the Police Commission in reviewing the level of services and the distribution of services to the Cities of, Bunker Hill Village, Piney Point Village and Hunters Creek Village. A review of 2021 productivity and calls for service has been conducted.

The attached Annual 2021 Total Incident Chart shows calls for service and house watches by city.

Reports/Incidents

Bunker Hill-239

Piney Point-299

Hunters Creek-382

CAD Events

Bunker Hill-34,182

Piney Point-25,843

Hunters Creek-35,623

Accidents

Bunker Hill – 27

Piney Point – 43

Hunters Creek - 96

A review of traffic enforcement shows Citations by Village.

- Bunker Hill: 866
- Piney Point: 1204
- Hunters Creek: 1071

Each Village is assigned one officer per day, per shift. This is minimum staffing and is accomplished throughout the year.

It is recommended that funding continue to remain equal at 33.3% per village.

1	2		3	4	5	6	7	8	9	10	11	12	13	14	15
	Total Number of Incidents 2022		Life Threatening (LT) Fire Incidents												
	Fire	EMS	Total	# LT EMS	Natl Stand. 6:30 1st Resp. Time	of 90% ALS Resp Time	Natl Stand 10:30	of 90%	# LT Fire	Natl Stand. 6:50 Response Time	of 90%	Fire	EMS	Fire Alarms	% of Fire Calls
Bunker Hill Village	78	61	139	27	3:21	100%	6:48	100%	15	5:31	100%	56%	44%	38	49%
Hedwig Village	98	136	234	74	2:56	100%	2:58	100%	15	3:11	100%	42%	58%	41	42%
Hilshire Village	11	25	36	14	3:53	100%	5:19	100%	1	5:42	100%	31%	69%	5	0%
Hunters Creek Village	102	71	173	32	3:58	100%	5:26	100%	12	4:24	100%	59%	41%	42	41%
Piney Point Village	94	53	147	27	3:29	100%	4:50	100%	8	4:03	100%	64%	36%	49	52%
Spring Valley Village	103	106	209	52	2:53	100%	4:23	100%	16	4:26	100%	49%	51%	23	22%
Houston	49	0	49												
Totals	535	452	987	226	3:25	100%	4:47	100%	67	4:27	100%	54%	46%	198	34%

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.

Building Official Monthly Report

Prepared July 21, 2022 for the July 26, 2022 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for June 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	\$7,489,496
April	38	\$22,082	1	21	\$4,235	49	\$8,320	108	\$34,627	\$4,190,733
May	36	\$32,072	1	21	\$4,065	49	\$7,125	106	\$43,262	\$5,335,819
June	30	\$46,204	4	30	\$5,430	44	\$7,190	104	\$58,824	\$9,917,597
July										
August										
September										
October										
November										
December										
Total	204	\$192,418	11	146	\$28,823	266	\$45,530	616	\$266,761	\$31,604,228

**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	247	231	93.5	16	6.5
May	245	221	90.2	24	9.8
June	241	207	85.9	34	14.1
July					
August					
September					
October					
November					
December					
Total	1332	1213	91.2	119	8.8

Inspections with Odometer Readings, by Inspector and Vehicle

Jul 21, 2022 3:32 PM
 Jessica Pierce
 City of Hunters Creek Village

Date Range (inclusive): **Wed Jun 01 2022 to Thu Jun 30 2022**
 Inspection Department: **Building Permit Inspections**

BBG Consulting, Inc (BBG)									
Odometer	Permit #	Address	Insp Type	Date	Reinsp? Fee?	Reinsp Result	Correction Notes		
Vehicle ID:					Y	Yes	NC		
	202100917	601 Wellesley Dr	P TO/Rough	6/1/22			NC	Disapproved; No Gas Test on gauge in kitchen	
	202200054	10803 Timberglen Dr	P TO/Rough	6/1/22		No	Pass	[Entered 5/18/2022 by henry]: Fail; 1) Low Gas test, 2) Wet venting lleft upstairs bath, 3)Slope vent thru roof, left side, 4) incorrect loop venting in kitchen.	
	202200461	10923 Timberglen Drive	F Post Hole	6/1/22		No	Pass		
	202200213	2 Willowron Dr	TCI	6/2/22		No	Pass		
	202200286	2 Cape Cod Lane	Frame R	6/2/22		No	Pass		
	202200481	718 Camelot Lane	TCI	6/2/22		No	NC	Disapproved- not ready; have not called in	
	202200481	718 Camelot Lane	E Final	6/2/22		No	NC	Disapproved- not ready; have not called in	
	202200484	718 Camelot Lane	P Final	6/2/22		No	NC	Disapproved- not ready; have not called in	
	202200517	10811 Oak Hollow St	F Post Hole	6/2/22		No	Pass		
	202100888	773 Pifer Rd	P Sewer	6/3/22		No	Pass		
	202200234	823 Wade Hampton Drive	Frame R	6/3/22		No	Pass		
	202200253	10922 ROARING BROOK LN	P Steel/Piping	6/3/22		No	Pass		
	202200329	705 Country Lane	Insulation	6/3/22		No	Pass		
	202200347	718 Creekside Lane	YD Trench	6/3/22		No	Pass		

202200421	10618 Gawain Ln	Demo F	6/3/22		No	Pass	
202200456	823 Wade Hampton Drive	E Rough	6/3/22	Y	No	Pass	[Entered 6/2/2022 by henry]: Fail; Missing GFI Outlet in Bathroom
202200462	411 TRAILS CT	F Final	6/3/22		No	Pass	
202200507	10811 Oak Creek St	DW Steel	6/3/22		No	Pass	
202200510	660 SHARTLE CIR	P UnderG	6/3/22		No	Pass	
202100883	605 Lindenwood Drive	P TO/Rough	6/6/22		No	Pass	
202100928	10426 Memorial Drive	P UnderG	6/6/22		No	Pass	
202100928	10426 Memorial Drive	Gas Test	6/6/22	Y	No	Pass	[Entered 6/1/2022 by henry]: Fail; Not Ready
202200018	418 RIPPLE CREEK DR	H-Strap	6/6/22		No	Pass	
202200043	10914 Bridgewood St	P TO/Rough	6/6/22		No	Pass	
202200244	256 Hedwig Road	FD-Piers	6/6/22		No	Pass	
202100700	517 WELLESLEY DR	M Rough	6/7/22	Y	No	Pass	[Entered 5/24/2022 by henry]: Fail; 1) Unsecured air registers upstairs left bedroom 2)Fire block air chase on the right side attic level and air duct in chimney chase 3)Secondary drain pipes, provide slope.
202200213	2 Willowron Dr	E Final	6/7/22		No	Pass	
202200221	754 Country Ln	YD Trench	6/7/22		No	Pass	
202200243	318 Shasta Drive	P Final	6/7/22		No	Pass	
202200286	2 Cape Cod Lane	Insulation	6/7/22		No	Pass	
202200296	881 Country Ln	P Steel/Piping	6/7/22		No	Pass	
202200349	820 Saddlewood Lane	Bld-Final	6/7/22		No	Pass	
202200485	10914 Bridgewood St	M Rough	6/7/22		No	Pass	
202200527	710 Creekside Drive	Shower Pan	6/7/22		No	Pass	
202100382	2 Bridlewood Ct	P	6/8/22		No	Pass	

202100673	502 HUNTERWOOD DR	E Rough	6/8/22		No	Pass	
202200145	318 Shasta Drive	P Final	6/8/22		No	Pass	
202200234	823 Wade Hampton Drive	Insulation	6/8/22		No	Pass	
202200311	5 Hunters Ridge Court	TCI	6/8/22		No	Pass	
202200370	4 Inwood Oaks Drive	I Trench	6/8/22		No	Pass	
202200370	4 Inwood Oaks Drive	I Final	6/8/22		No	NC	Disapproved - unable to locate backflow device.
202200521	1205 Riverbend Drive	P UnderG	6/8/22		No	Pass	
202200370	4 Inwood Oaks Drive	I Final	6/9/22	Y	No	Pass	[Entered 6/8/2022 by BBG]: Disapproved - unable to locate backflow device.
202200516	727 Storywood Drive	YD Trench	6/9/22		No	Pass	
202200524	6 Willowron Dr	TCI	6/9/22		No	Pass	
202200165	659 Shartle Circle	E Final	6/10/22		No	Pass	
202200167	659 Shartle Circle	P Final	6/10/22		No	Pass	
202200241	318 Shasta Drive	E Final	6/10/22		No	Pass	
202200431	660 SHARTLE CIR	Foundation	6/10/22		No	Pass	
202200520	8311 CHESHIRE VALE ST	P Final	6/10/22		No	Pass	
202200539	256 Hedwig Road	P UnderG	6/10/22		No	Pass	
202100234	906 Flint River Drive	TCI	6/13/22		No	Pass	
202100773	842 Kuhlman Road	P UnderG	6/13/22		No	Pass	
202100773	842 Kuhlman Road	P GL & GT	6/13/22		No	Pass	
202200422	10607 Twelve Oaks Drive	E Underg	6/13/22		No	Pass	

202200422	10607 Twelve Oaks Drive	E Rough	6/13/22	No	NC	Rough and TCI disapproved- missing bonding bar and second ground rod do not see where connected to breaker panel.
202200422	10607 Twelve Oaks Drive	TCI	6/13/22	No	NC	Rough and TCI disapproved- missing bonding bar and second ground rod do not see where connected to breaker panel.
202200471	10811 PINE BAYOU ST	F Final	6/13/22	No	Pass	
202000413	289 Bryn Mawr Cir	P Final	6/14/22	No	Pass	
202100656	414 Thamer Cir	Gas Test	6/14/22	No	Pass	
202100687	506 Lindenwood Drive	P UnderG	6/14/22	No	Pass	
202100687	506 Lindenwood Drive	P Final	6/14/22	No	Pass	
202100687	506 Lindenwood Drive	P GL & GT	6/14/22	No	Pass	
202100809	289 Bryn Mawr Cir	YD Final	6/14/22	No	Pass	
202100894	289 Bryn Mawr Cir	DW Final	6/14/22	No	Pass	
202200006	10803 Timberglen Dr	Frame R	6/14/22	No	Pass	
202200075	10922 ROARING BROOK LN	P TO/Rough	6/14/22	No	NC	Disapproved; Gate locked no access
202200333	605 Lindenwood Drive	M Rough	6/14/22	No	NC	Disapprove - not ready still working
202200427	526 Ripple Creek Drive	P Final	6/14/22	No	Pass	
202200488	3 Sleepy Oaks Circle	DW Steel	6/14/22	No	Pass	
202200523	10721 SHALLOWBROOK LN	FD-Piers	6/14/22	No	Pass	
202200540	405 Lindenwood Drive	P Final	6/14/22	No	Pass	
202200543	6 Willowron Dr	P UnderG	6/14/22	No	Pass	
202200543	6 Willowron Dr	P Final	6/14/22	No	Pass	
202200543	6 Willowron Dr	P GL & GT	6/14/22	No	Pass	

202100496	10426 Memorial Drive	Foundation	6/15/22	Y	No	Pass	
202200075	10922 ROARING BROOK LN	P TO/Rough	6/15/22	Y	No	Pass	[Entered 6/14/2022 by BBG]: Disapproved; Gate locked no access
202200198	522 RIPPLE CREEK DR	E Final	6/15/22		No	Pass	
202200199	522 RIPPLE CREEK DR	P Final	6/15/22		No	Pass	
202200333	605 Lindenwood Drive	M Rough	6/15/22	Y	No	Pass	[Entered 6/14/2022 by BBG]: Disapprove - not ready still working
202200476	10426 Memorial Drive	FD-Piers	6/15/22		No	Pass	
202200514	10776 Bridlewood Street	M Final	6/15/22		No	Pass	
202200515	807 CREEK WOOD WAY	M Final	6/15/22		No	Pass	
202100646	209 FLEETWAY DR	Gas Test	6/16/22		No	Pass	
202100757	807 Saddlewood Ln	Bld-Final	6/16/22		No	Pass	
202200170	114 Willowend Dr	F Final	6/16/22		No	Pass	
202200210	11010 Kemwood Dr	E Final	6/16/22		No	Pass	
202200509	10922 ROARING BROOK LN	M Rough	6/16/22		No	Pass	
202200516	727 Storywood Drive	YD Final	6/16/22		No	Pass	
202200525	811 Creekwood Way	FD-Piers	6/16/22		No	Pass	
202200546	261 BRYN MAWR CIR	F Post Hole	6/16/22		No	Pass	
202200547	10721 SHALLOWBROOK LN	ET-Pole	6/16/22		No	Pass	
202200558	10426 Memorial Drive	Gas Test	6/16/22		No	Pass	
202200558	10426 Memorial	P Rgh/P-	6/16/22		No	Pass	

	Drive	T/VCBK							
202200066	11010 Kemwood Dr	P Final	6/17/22		No	Pass			
202200282	10606 Gawain Ln	P TO/Rough	6/17/22		No	Pass			
202200378	10915 Wickline Drive	E Final	6/17/22		No	Pass			
202200521	1205 Riverbend Drive	P Final	6/17/22		No	Pass			
202200521	1205 Riverbend Drive	P GL & GT	6/17/22		No	Pass			
202200551	10737 MARSHA LN	M Rough	6/17/22		No	Pass			
202200147	261 BRYN MAWR CIR	E Underg	6/20/22		No	Pass			
202100846	10737 MARSHA LN	P TO/Rough	6/21/22		No	NC			Disapproved-no answer at door
202200494	11011 Landon Ln	H-Strap	6/21/22	Y	No	Pass			[Entered 6/20/2022 by henry]: Fail; missing clips
202200541	706 Saddlewood Lane	Re-Roof	6/21/22		No	Pass			
202200567	811 Creekwood Way	P Sewer	6/21/22		No	Pass			
202200567	811 Creekwood Way	P UnderG	6/21/22		No	Pass			
202100111	517 WELLESLEY DR	Frame R	6/22/22		No	Pass			
202200339	511 THREE CORNERS DR	E Final	6/22/22		No	Pass			
202200491	10902 Wickwild St	P Steel/Piping	6/22/22		No	Pass			
202200517	10811 Oak Hollow St	F Final	6/22/22		No	Pass			
202200529	843 Country Ln	M Rough	6/22/22		No	NC			Disapproved - two exhaust ducts above master bath do not terminate to exterior
202200544	708 Kuhlman Rd	P Sewer	6/22/22		No	Pass			

202200544	708 Kuhlman Rd	P Final	6/22/22	No	Pass	
202200577	10721 SHALLOWBROOK LN	P UnderG	6/22/22	No	Pass	
202100637	502 Hunterwood Drive	Insulation	6/23/22	No	Pass	
202100646	209 FLEETWAY DR	P Sewer	6/23/22	No	Pass	
202200014	11010 Huntwyck Drive	Bld-Final	6/23/22	No	Pass	
202200130	11010 Huntwyck Drive	M Final	6/23/22	No	Pass	
202200326	10802 Timberglen Dr	P Sewer	6/23/22	Y	Pass	[Entered 6/20/2022 by henry]: Fail; no test
202200422	10607 Twelve Oaks Drive	E Final	6/23/22	No	NC	Disapproved - gate locked no access
202200422	10607 Twelve Oaks Drive	TCI	6/23/22	Y	NC	Disapproved - gate locked no access
202200529	843 Country Ln	M Rough	6/23/22	Y	Pass	[Entered 6/22/2022 by BBG]: Disapproved - two exhaust ducts above master bath do not terminate to exterior
202200531	10545 GAWAIN LN	M Rough	6/23/22	No	Pass	
202200573	614 Lindenwood Drive	E Underg	6/23/22	No	Pass	
202200573	614 Lindenwood Drive	E Rough	6/23/22	No	Pass	
202200579	881 Country Ln	E Underg	6/23/22	No	Pass	
202200579	881 Country Ln	E Rough	6/23/22	No	Pass	
202200585	10915 Kirwick Drive	P Sewer	6/23/22	No	NC	Disapproved - plumber not finished and requested inspection be scheduled for tomorrow Friday
202200585	10915 Kirwick	P Final	6/23/22	No	NC	Disapproved - plumber not finished and

	Drive										requested inspection be scheduled for tomorrow Friday
202100877	3 Sleepy Oaks Circle	M Hood V	6/24/22		No	NC					Disapproved - Hood vent not visible
202200255	889 Country Lane	H-Strap	6/24/22		No	Pass					
202200461	10923 Timberglen Drive	F Final	6/24/22		No	Pass					
202200469	10701 Old Coach Ln	FD Steel	6/24/22		No	Pass					
202200501	402 Ripple Creek Drive	YD Trench	6/24/22		No	Pass					
202200532	590 Hedwig Road	M Rough	6/24/22		No	Pass					
202200535	10545 GAWAIN LN	E Rough	6/24/22		No	Pass					
202200554	10953 Beinhorn Road	P UnderG	6/24/22		No	Pass					
202200554	10953 Beinhorn Road	P Final	6/24/22		No	Pass					
202200592	605 Lindenwood Drive	E Underg	6/24/22		No	Pass					
202000442	289 Bryn Mawr Cir	E Final	6/27/22		No	NC					Disapproved - Master bath gfi's will not trip
202100512	289 Bryn Mawr Cir	E Final	6/27/22	Y	Yes	NC					Disapprove - GFI outlet at pool will not reset. [Entered 6/20/2022 by henry]: Fail; 1. The outlet near he left corner of the house is not accessible 2. The recepticle outlet shall be not less than 6ft from the inside wall of the pool.
202100802	605 Lindenwood Drive	Frame R	6/27/22		No	Pass					
202100907	10902 Wickwild St	Gas Test	6/27/22		No	Pass					
202200284	10545 Gawain Lane	Frame R	6/27/22		No	Pass					
202200284	10545 Gawain Lane	H-Strap	6/27/22	Y	No	Pass					
202200422	10607 Twelve	TCI	6/27/22	Y	No	Pass					[Entered 6/23/2022 by BBG]:

202100710	843 Country Ln	Frame R	6/29/22	No	NC	Disapproved - no plans on site
202100846	10737 MARSHA LN	P TO/Rough	6/29/22 Y	No	Pass	[Entered 6/21/2022 by BBG]: Disapproved-no answer at door
202100877	3 Sleepy Oaks Circle	M Hood V	6/29/22 Y	No	Pass	[Entered 6/24/2022 by BBG]: Disapproved - Hood vent not visible
202100922	10914 Kirwick Drive	Gas Test	6/29/22	No	NC	Disapproved - Wrong gauge used PL #3068
202200010	411 Hunterwood Drive	E Final	6/29/22	No	Pass	
202200153	6 Pinewood Circle	TCI	6/29/22	No	Pass	
202200345	843 Country Ln	E Rough	6/29/22	No	Pass	
202200435	590 Hedwig Road	Frame R	6/29/22	No	Pass	
202200569	590 Hedwig Rd	P TO/Rough	6/29/22	No	Pass	
202200584	338 HUNTERS TRAIL ST	P Final	6/29/22	No	NC	Disapproved - no pictures left for sewer repair under slab. PL# 3068
202200584	338 HUNTERS TRAIL ST	P UnderG	6/29/22	No	NC	Disapproved - no pictures left for sewer repair under slab. PL# 3068
202200597	307 Teakwood Lane	FD Steel	6/29/22	No	Pass	
202200597	307 Teakwood Lane	E Underg	6/29/22	No	Pass	
202100194	10926 Wickline Dr	Shower Pan	6/30/22	No	Pass	
202100710	843 Country Ln	Frame R	6/30/22 Y	No	Pass	[Entered 6/29/2022 by BBG]: Disapproved - no plans on site
202100895	289 Bryn Mawr Cir	P GL & GT	6/30/22	No	NC	Disapproved - not ready.
202200207	1 Saddlehorn	P Final	6/30/22	No	Pass	
202200284	10545 Gawain Lane	Insulation	6/30/22	No	NC	Disapproved - not complete
202200352	715 Storywood Drive	P Final	6/30/22	No	Pass	
202200489	526 Ripple Creek Drive	E Underg	6/30/22	No	Pass	
202200594	2 Stage Stop Circle	E Underg	6/30/22	No	Pass	

202200605	919 Wade Hampton Drive	E Rough	6/30/22	No	Pass
202200609	10826 ROARING BROOK LN	P UnderG	6/30/22	No	Pass
Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection	
187			0	0.0	

Henry Rivas (henry)

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

202100928	10426 Memorial Drive	Gas Test	6/1/22	No	NC	Fail; Not Ready	
202200329	705 Country Lane	Frame R	6/1/22	Y	No	Pass	[Entered 5/27/2022 by henry]: Doors Locked, No access
202200329	705 Country Lane	H-Strap	6/1/22	Y	No	Pass	[Entered 5/27/2022 by henry]: Doors Locked, No access
202200442	2 Cape Cod Lane	E Rough	6/1/22	Y	No	Pass	[Entered 5/26/2022 by henry]:
202200453	823 Wade Hampton Drive	M Rough	6/1/22		No	Pass	
202200454	823 Wade Hampton Drive	P UnderG	6/1/22		No	Pass	
202200454	823 Wade Hampton Drive	Gas Test	6/1/22		No	Pass	
202200454	823 Wade Hampton Drive	P TO/Rough	6/1/22		No	Pass	
202200511	261 BRYN MAWR CIR	Gas Test	6/1/22		No	Pass	
202100888	773 Pifer Rd	Gas Test	6/2/22		No	NC	Fail; Low Test
202200061	402 MENKING CT	E Final	6/2/22		No	Pass	
202200062	402 MENKING CT	P Final	6/2/22		No	Pass	
202200146	318 Shasta Drive	YD Final	6/2/22		No	Pass	
202200287	614 Lindenwood Drive	P Steel/Piping	6/2/22	Y	No	Pass	[Entered 5/31/2022 by henry]:
202200296	881 Country Ln	FD-Piers	6/2/22		No	Pass	
202200448	10426 Memorial	DW Steel	6/2/22		No	NC	Not Ready

202100774	485 TRAILS END ST	P GL & GT	6/20/22	No	Pass	
202200065	11010 Huntwyck Drive	E Final	6/20/22	No	Pass	
202200085	11010 Huntwyck Drive	P Final	6/20/22	No	Pass	
202200326	10802 Timberglen Dr	P Sewer	6/20/22	No	NC	Fail; no test
202200425	10607 Twelve Oaks Drive	P Final	6/20/22	No	Pass	
202200491	10902 Wickwild St	P Layout	6/20/22	No	Pass	
202200494	11011 Landon Ln	H-Strap	6/20/22	No	NC	Fail; missing clips
202200560	8525 KATY FWY	E TCI	6/20/22	No	Pass	
202200570	811 Creekwood Way	ET-Pole	6/21/22	No	Pass	
202200244	256 Hedwig Road	Foundation	6/22/22	No	Pass	
202200585	10915 Kinwick Drive	P Sewer	6/23/22	Y	No	[Entered 6/23/2022 by BBG]: Disapproved - plumber not finished and requested inspection be scheduled for tomorrow Friday
202200585	10915 Kinwick Drive	P Final	6/23/22	Y	No	[Entered 6/23/2022 by BBG]: Disapproved - plumber not finished and requested inspection be scheduled for tomorrow Friday
202100622	842 Kuhlman Road	E Underg	6/29/22	No	Pass	
202100622	842 Kuhlman Road	TCI	6/29/22	No	Pass	
202200458	10602 Tarleton Drive	Foundation	6/29/22	No	NC	Fail; no form survey and no access
202200519	10663 MEMORIAL DR	Insulation	6/29/22	No	Pass	
202200498	10426 Memorial Drive	I Trench	6/30/22	No	Pass	
202200498	10426 Memorial Drive	I Final	6/30/22	No	Pass	
202200505	729 W	FD Steel	6/30/22	No	NC	Fail; Not Ready.

		CREEKSIDE DR											
202200505	729 W CREEKSIDE DR	FD Steel	6/30/22	Y	No	Pass	Poured pad without inspection, Pictures of steel were provided.						
202200598	10922 ROARING BROOK LN	E Rough	6/30/22		No	Pass	[Entered 6/30/2022 by henry]: Fail; Not Ready.						
Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection									
54			0	0.0									

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CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

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

A. Beinhorn and Voss – Traffic Signal Reconstruction

1. New school flashers on Voss are not operational. Push button components are still in shipping. Anticipate within two weeks.
2. Project closeout when complete.

B. Little Lisa Lane

1. Have a Bid Recommendation for Award on the agenda.
2. Low Bidder was On Par Civil Services, LLC at \$145,097.70.
3. Engineers estimate was \$163,000.

C. Lindenwood Signal

1. Poles have been ordered.
2. Working with Contractor for a project schedule.

D. Kuhlman Reconstruction

1. Contracts have been executed by the contractor and delivered to the City for execution.
2. Working with Contractor for a project schedule.

E. Hunters Grove Reconstruction

1. Design is complete.
2. Project is posted for bid advertisement.
3. Will have award recommendation for next month.

F. Shasta/Pineland Reconstruction

1. Have an engineering contract amendment on this agenda.

G. 2022 Outfall Rehabilitation and Repairs

1. The next three highest ranking outfalls are included as this project. They are: 303/310 Hunters Trail, 840/842 Kuhlman and 402/403 Hunters Park.
2. Have an engineering contract amendment on this agenda.
3. 303/310 Hunters Trail is one of the outfalls. Currently the resident there is performing major erosion protection work. There is an opportunity for that contractor to replace the channel side of the outfall while he is working for the resident. The proposal provided will be under the mayor's authorized amount. I recommend we proceed with that work as I believe it will save more than \$10k to do it as part of the amendment.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
June 28, 2022**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, June 28, 2022, at 6:00 p.m., at #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien Jay Carlton Chip Cowell Linda Knox
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Engineer:	Steve Byington
	City Attorney:	John Hightower (by teleconference)
	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 Pappas called the meeting to order at 6:00 p.m.

B. **Howard Strong led the Pledge of Allegiance followed by a prayer by Mayor Pappas.**

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.*

Anna Reger, Fliplock founder, addressed Council regarding her product.

D. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator presented this report.**

2. Police Commissioner Monthly Report – **Police Commissioner, Steve Reichek presented this report.**

3. Fire Commissioner Monthly Report – **Councilmember, Jay Carlton presented this report.**
4. Building Official Monthly Report – **Henry Rivas, Building Official, presented this report.**
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 May 24, 2022.
2. Approval of the Cash Disbursement Journal for May 2022.

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

F. REGULAR AGENDA

1. Discussion and possible action to receive and accept the annual audit report for the City for the fiscal year ending December 31, 2021.

This item was taken out of order.

Councilmember Carlton made a motion to accept the annual audit report for the City for the fiscal year ending December 31, 2021. Councilmember Marks seconded the motion and the motion carried unanimously.

2. Discussion and possible action to approve the Memorial Village Police Departments 2023 budget.

Councilmember Marks made a motion to approve the Memorial Village Police Department's 2023 budget. Councilmember Sapien seconded the motion and the motion carried unanimously.

3. Discussion and possible action to approve Change Order #6 to the contract with CityLynx, Inc. for the Traffic Signal Replacement at Beinhorn at Voss to increase the contract amount by \$48,712.50.

Councilmember Cowell made a motion to approve Change Order #6 to the contract with CityLynx, Inc. for the Traffic Signal Replacement at Beinhorn at Voss to increase the contract amount by \$48,712.50. Councilmember Sapien seconded the motion and the motion carried unanimously.

4. Discussion and possible action to call a public hearing, to be held on July 26, 2022 on the City's proposed 2023 fiscal year budget.

Councilmember Cowell made a motion to call a public hearing, to be held on July 26, 2022 on the City's proposed 2023 fiscal year budget. Councilmember Marks seconded the motion and the motion carried unanimously.

5. Discussion and possible action to call a public hearing, to be held on September 20, 2022 on the City's proposed 2022 Tax Rate.

Councilmember Cowell made a motion to call a public hearing, to be held on September 20, 2022 on the City's proposed 2022 Tax Rate. Councilmember Carlton seconded the motion and the motion carried unanimously.

6. Discussion and possible action to direct Planning and Zoning to review and make a recommendation on a request from the First Congregational Church to amend the Specific Use Permit to replace the existing primary sign.

This item was taken out of order.

Howard Strong and Mary Harvey of First Congregational Church addressed Council regarding this amendment.

Councilmember Sapien made a motion to direct Planning and Zoning to review and make a recommendation on a request from the First Congregational Church to amend the Specific Use Permit to replace the existing primary sign. Councilmember Marks seconded the motion and the motion carried unanimously.

7. Discussion and possible action to appoint Scott Frankel to Alternate Position #6 on the Zoning Board of Adjustment.

Councilmember Sapien made a motion to appoint Scott Frankel to Alternate Position #6 on the Zoning Board of Adjustment. Councilmember Knox seconded the motion and the motion carried unanimously.

8. Discussion and possible action to appoint Brady Dodson to Alternate Position #7 on the Zoning Board of Adjustment.

Councilmember Cowell made a motion to appoint Brady Dodson to Alternate #7 on the Zoning Board of Adjustment. Councilmember Knox seconded the motion and the motion carried unanimously.

9. Discussion and possible action to appoint an Associate Municipal Judge.

Councilmember Cowell made a motion to appoint Anita James Broderick as Associate Municipal Judge. Councilmember Knox seconded the motion and the motion carried unanimously.

G. ADJOURNMENT

At 6:54 p.m., Councilmember Marks made a motion to adjourn. Councilmember Carlton seconded the motion and the motion carried unanimously. The meeting adjourned at 6:54 p.m.

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

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



City of Hunters Creek Village, TX

Check Report

By Check Number

Date Range: 06/01/2022 - 06/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0517-TF	PAYMENT REMITTANCE CENTER	06/29/2022	Bank Draft	0.00	330.28	DFT0000348

Bank Code AP POOLED Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	330.28
EFT's	0	0	0.00	0.00
	1	1	0.00	330.28

Check Report

Date Range: 06/01/2022 - 06/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Pooled Allegiance-AP Pooled Allegiance						
000774	ADAM VOYLES	06/01/2022	Regular	0.00	300.00	33620
0647	AFLAC WORLDWIDE HEADQUARTERS	06/01/2022	Regular	0.00	640.92	33621
000731	AL'S ENGINE & EQUIPMENT	06/01/2022	Regular	0.00	65.98	33622
0458	AT&T (5019)	06/01/2022	Regular	0.00	703.83	33623
0669	C & D JANITOR SERVICE INC	06/01/2022	Regular	0.00	835.65	33624
0045	CARMEN KNEZEAK	06/01/2022	Regular	0.00	1,120.00	33625
0010	CENTERPOINT ENERGY	06/01/2022	Regular	0.00	31.37	33626
000876	CINTAS CORPORATION	06/01/2022	Regular	0.00	139.45	33627
000775	CITYLYNX INC	06/01/2022	Regular	0.00	31,943.75	33628
000796	ENGIE RESOURCES	06/01/2022	Regular	0.00	86.77	33629
000796	ENGIE RESOURCES	06/01/2022	Regular	0.00	4,111.58	33630
0020	EWING HOUSTON	06/01/2022	Regular	0.00	563.16	33631
0150	GARY B MADDOX	06/01/2022	Regular	0.00	500.00	33632
0530	GB TECH	06/01/2022	Regular	0.00	37.50	33633
0028	HARRIS COUNTY APPRAISAL DISTRICT	06/01/2022	Regular	0.00	10,658.00	33634
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOCIA	06/01/2022	Regular	0.00	40.00	33635
0034	HOME SECURITY SYSTEMS INC	06/01/2022	Regular	0.00	220.00	33636
0035	HOUSTON CHRONICLE	06/01/2022	Regular	0.00	666.46	33637
0662	JACKIE DELGADILLO	06/01/2022	Regular	0.00	20.00	33638
0674	JIM PAPPAS	06/01/2022	Regular	0.00	149.93	33639
000716	KIRWIN LAW FIRM PLLC	06/01/2022	Regular	0.00	430.50	33640
0654	LORA JEAN D LENZSCH	06/01/2022	Regular	0.00	2,972.50	33641
0641	MARK E EASLEY	06/01/2022	Regular	0.00	600.00	33642
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	06/01/2022	Regular	0.00	4,444.50	33643
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	06/01/2022	Regular	0.00	170,034.00	33644
0053	MEMORIAL VILLAGES WATER AUTHORITY	06/01/2022	Regular	0.00	3,066.09	33645
0062	NORTHWEST PEST PATROL	06/01/2022	Regular	0.00	1,286.80	33646
0065	OFFICE DEPOT CREDIT PLAN	06/01/2022	Regular	0.00	193.86	33647
000726	PITNEY BOWES (PURCHASE POWER)	06/01/2022	Regular	0.00	189.21	33648
0135	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	06/01/2022	Regular	0.00	246.21	33649
0420	PREMIER TREE SERVICE	06/01/2022	Regular	0.00	1,850.00	33650
0085	SHERWIN WILLIAMS CO	06/01/2022	Regular	0.00	32.59	33651
0691	TEXAS IRRIGATION SUPPLY	06/01/2022	Regular	0.00	336.46	33652
0103	TEXAS MUNICIPAL RETIREMENT SYSTEM - TMRS	06/01/2022	Regular	0.00	11,318.46	33653
0260	THOMAS G FULLEN JR	06/01/2022	Regular	0.00	82.00	33654
000789	VAN SANT LANDSCAPE MANAGEMENT	06/01/2022	Regular	0.00	29,505.70	33655
0105	VILLAGE FIRE DEPARTMENT	06/01/2022	Regular	0.00	138,199.34	33656
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	06/01/2022	Regular	0.00	7,787.80	33657
0674	JIM PAPPAS	06/02/2022	Regular	0.00	30.00	33658
000731	AL'S ENGINE & EQUIPMENT	06/15/2022	Regular	0.00	317.93	33659
0005	AT&T (5001)	06/15/2022	Regular	0.00	531.89	33660
0170	BELT HARRIS PECHACEK LLP	06/15/2022	Regular	0.00	13,041.00	33661
000876	CINTAS CORPORATION	06/15/2022	Regular	0.00	112.78	33662
000871	CIVIC PLUS (MUNICODE)	06/15/2022	Regular	0.00	1,657.00	33663
0012	COBB FENDLEY	06/15/2022	Regular	0.00	22,859.76	33664
0530	GB TECH	06/15/2022	Regular	0.00	547.50	33665
0537	GREEN FOR LIFE	06/15/2022	Regular	0.00	42,769.42	33666
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOCIA	06/15/2022	Regular	0.00	1,000.00	33667
0034	HOME SECURITY SYSTEMS INC	06/15/2022	Regular	0.00	305.85	33668
0035	HOUSTON CHRONICLE	06/15/2022	Regular	0.00	372.59	33669
0674	JIM PAPPAS	06/15/2022	Regular	0.00	58.13	33670
0641	MARK E EASLEY	06/15/2022	Regular	0.00	300.00	33671
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	06/15/2022	Regular	0.00	70.96	33672
0065	OFFICE DEPOT CREDIT PLAN	06/15/2022	Regular	0.00	105.18	33673
0066	OLSON & OLSON LLP	06/15/2022	Regular	0.00	3,041.00	33674
0075	PRIME SOURCE OFFICE SOLUTIONS	06/15/2022	Regular	0.00	289.68	33675
000738	TEXAS ELITE GENERATORS INC	06/15/2022	Regular	0.00	1,590.00	33676
000789	VAN SANT LANDSCAPE MANAGEMENT	06/15/2022	Regular	0.00	13,801.00	33677
0362	VERIZON WIRELESS	06/15/2022	Regular	0.00	0.04	33678
0105	VILLAGE FIRE DEPARTMENT	06/15/2022	Regular	0.00	964.91	33679

Check Report

Date Range: 06/01/2022 - 06/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
000890	FIRST NATIONAL BANK OMAHA - EA	06/29/2022	Bank Draft	0.00	1,493.02	DFT0000345
000888	FIRST NATIONAL BANK OMAHA - JP	06/29/2022	Bank Draft	0.00	424.98	DFT0000346
000889	FIRST NATIONAL BANK OMAHA- TF	06/29/2022	Bank Draft	0.00	965.06	DFT0000347

Bank Code AP Pooled Allegiance Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	75	60	0.00	529,176.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	2,883.06
EFT's	0	0	0.00	0.00
	78	63	0.00	532,060.05

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	75	60	0.00	529,176.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	3,213.34
EFT's	0	0	0.00	0.00
	79	64	0.00	532,390.33

Fund Summary

Fund	Name	Period	Amount
999	POOL	6/2022	532,390.33
			532,390.33

**CITY OF HUNTERS CREEK VILLAGE
QUARTERLY INVESTMENT REPORT
QUARTER ENDING MARCH 31, 2022**

Account Description	Beginning Bank Balance 1/1/2022	Interest Earned 1/1/22-3/31/22	Deposits 1/1/22-3/31/22	Withdrawal 1/1/22-3/31/22	Cash In Transit	Ending Book/Market Value Balance 3/31/2022	% of Total Funds	Average Interest Rate	Maturity	3-month Average Collateral
Wells Fargo										
Disbursement Public Funds	\$1,106,070.11	\$226.66	\$7,111,964.34	\$7,752,661.23	\$0.00	\$465,599.88	3.97%	0.16	Immediate	
	\$8,023,070.51	\$3,754.52	\$4,315,181.60	\$7,222,149.80	\$0.00	\$5,119,856.83	43.68%	0.16	Immediate	
Allegiance										
Disbursement Public Funds	\$0.00	\$2.05	\$75,677.59	\$73,077.59	\$0.00	\$2,602.05	0.02%	0.15	Immediate	
	\$0.00	\$428.12	\$6,208,429.78	\$75,763.59	\$0.00	\$6,133,094.31	52.33%	0.15	Immediate	
Texas Class Tex Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00	Immediate	
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00	Immediate	
Total Accounts	\$9,129,140.62	\$4,411.35	\$17,711,253.31	\$15,123,652.21	\$0.00	\$11,721,153.07	100.00%	0.16		\$11,476,149.10

The investment report for the 1st quarter of 2022 is in compliance with the City of Hunters Creek Village's investment policy as well as in compliance with the provisions of Chapter 2256 of the Texas Local Government Code, as required by the Public Funds Investment Act.

Reviewed and Approved by:

James S. Pappas
Mayor
Dated:

Prepared by:

Tom Fullen
City Administrator and Investment Officer
Dated: June 16, 2022

**CITY OF HUNTERS CREEK VILLAGE
QUARTERLY INVESTMENT REPORT
QUARTER ENDING JUNE 30, 2022**

Account Description	Beginning Bank Balance 4/1/2022	Interest Earned 4/1/22-6/30/22	Deposits 4/1/22-6/30/22	Withdrawal 4/1/22-6/30/22	Cash In Transit	Ending Book/Market Value Balance 6/30/2022	% of Total Funds	Average Interest Rate	Maturity	3-month Average Collateral
Wells Fargo										
Disbursement Public Funds	\$1,106,070.11	\$226.66	\$7,111,964.34	\$7,752,661.23	\$0.00	\$465,599.88	3.97%	0.16	Immediate	
	\$8,023,070.51	\$3,754.52	\$4,315,181.60	\$7,222,149.80	\$0.00	\$5,119,856.83	43.68%	0.16	Immediate	
Allegiance										
Disbursement Public Funds	\$0.00	\$2.05	\$75,677.59	\$73,077.59	\$0.00	\$2,602.05	0.02%	0.15	Immediate	
	\$0.00	\$428.12	\$6,208,429.78	\$75,763.59	\$0.00	\$6,133,094.31	52.33%	0.15	Immediate	
Texas Class Tex Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00	Immediate	
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00	Immediate	
Total Accounts	\$9,129,140.62	\$4,411.35	\$17,711,253.31	\$15,123,652.21	\$0.00	\$11,721,153.07	100.00%	0.16		\$11,476,149.10

The investment report for the 2nd quarter of 2022 is in compliance with the City of Hunters Creek Village's investment policy as well as in compliance with the provisions of Chapter 2256 of the Texas Local Government Code, as required by the Public Funds Investment Act.

Reviewed and Approved by:

James S. Pappas
Mayor
Dated:

Prepared by:

Tom Fullen
City Administrator and Investment Officer
Dated: June 16, 2022



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

AGENDA DATE: July 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve a 3-month extension for remodel permit 201900352 at 10841 Beinhorn Rd.
EXHIBITS: Permit



Remodeling Permit

City of Hunters Creek Village
#1 Hunters Creek Place
Hunters Creek Village, Texas 77024
Phone: 713-465-2150 Fax: 713-465-8357

WORK HOURS

Monday - Friday 8:00am - 7:00pm Saturday 9:00am - 6:00pm
NO WORK SUNDAY or HOLIDAYS

In case of emergency call - 713-465-2150

The application hereby certifies that all provisions of the building laws, codes, and ordinances will be complied with in any Construction, alteration, remodel, or repair, specified on the plot plan, and detailed construction drawings.

JOB ADDRESS: 10841 BEINHORN RD
CONTRACTOR: Saeid Zabihpour
Valuation of Work: 150000.00
Describe Work: REMODEL - Interior Remodel [1332sqft] - New Expiration Date 6/18/2022
Total Fees: 1598.40

Provide Contractor's Phone Number; 832 202 9503 then,
CHECK THE APPROPRIATE INSPECTION on the second page & request on-line, email, fax, or walk-in by 2:00PM!

This permit becomes null and void if work of construction authorized in not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced. This permit is valid for one year.

I hereby certify that I have read and examined the application and know the same to be true and correct. All provisions of Law and Ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Approved _____	July 21, 2022	_____	July 21, 2022
Permit Officer	Date	Signature of contractor/authorized agent/owner	Date



City of Hunters Creek Village
 #1 Hunters Creek Place
 Hunters Creek Village, Texas 77024
 Phone: 713-465-2150 Fax: 713-465-8357

Inspection Page

Provide Contractor's Phone Number; 832 202 9503 then,
CHECK THE APPROPRIATE INSPECTION below & request on-line, email, fax, or walk-in by 2:00PM!

Inspections								
S	InspType	R	F	Status	ReqDate	InspDate	InspIld	InspDist
1	FD-Piers			Pass	9/10/2019	9/10/2019	BBG	
1	FD-Piers			NC	9/9/2019	9/9/2019	BBG	
2	Frame R	Y		PPass	12/7/2020	12/7/2020	BBG	
2	Frame R	Y		Pass	4/6/2021	4/6/2021	james	
2	Frame R			NC	10/26/2020	10/27/2020	BBG	
2	H-Strap			Pass	7/30/2019	8/1/2019	BBG	
2	Insulation			Pass	4/29/2021	4/29/2021	BBG	
4	Bld-Final		Y					



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

AGENDA DATE: July 26, 2022
AGENDA SUBJECT: Discussion and possible action to award a contract to On Par Civil Services, LLC in the amount of \$145,097.70 for the Little Lisa Lane Reconstruction.

EXHIBITS: Construction Award Recommendation

July 12, 2022

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

Re: Little Lisa Lane Reconstruction
Construction Award Recommendation
CFA Project No. 2212-018-04

Dear Mayor Pappas:

On Tuesday, July 12, 2022, bids for the Little Lisa Lane Reconstruction Project were received and read in public at the City of Hunters Creek office. Seven (7) contracting firms submitted bids for this project.

There were no mathematical errors or discrepancies found in the seven bidders packages submitted. On Par Civil Services, LLC is the lowest responsible bidder.

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

Rank	Contractor	Bid Amount
1	On Par Civil Services, LLC	\$ 145,097.70
2	Bull-g Construction, LLC	\$ 168,097.00
3	Jerson's Concrete, LLC	\$ 230,489.36
4	AR Turnkee Construction Company, Inc.	\$ 231,815.00
5	Forde Construction Company, Inc.	\$ 253,892.00
6	J Rivas Construction, LLC	\$ 266,935.00
7	Aranda Industries, LLC	\$ 356,050.00

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

Upon review, Cobb Fendley & Associates, Inc. recommends that the construction contract, in the amount of \$ 145,097.70, be awarded to On Par Civil Services, LLC.

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

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.



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

Enclosure: Bid Tabulation

PROJECT: LITTLE LISA LANE RECONSTRUCTION
 CLIENT: CITY OF HUNTERS CREEK VILLAGE
 DATE OF BID OPENING: July 12, 2022
 TIME: 2:00 PM
 CFA PROJECT NUMBER: 2212-018-04

Item No.	Item Description	Unit	Quantity	BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6		BIDDER NO. 7		
				ON PAR CIVIL SERVICES	BULL-G CONSTRUCTION, LLC.	JERSON'S CONCRETE, LLC	AR TURNKEE CONSTRUCTION	FORDE CONSTRUCTION CO., INC.	J RIVAS CONSTRUCTION, LLC	ARANDA INDUSTRIES, LLC.								
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	
1	Mobilization	LS	1	\$ 3,600.00	\$ 3,600.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 38,000.00	\$ 38,000.00	\$ 12,500.00	\$ 12,500.00	\$ 35,000.00	\$ 35,000.00	
2	Traffic Control and Regulations	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 1,500.00	\$ 1,500.00	\$ 15,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 21,000.00	\$ 21,000.00	\$ 6,500.00	\$ 6,500.00	\$ 15,000.00	\$ 15,000.00	
3	Inlet Protection Barrier (Stage 2 inlets, gravel bags, 60% of unit cost for furnish & installation & 40% of unit cost for removal)	EA	2	\$ 95.00	\$ 190.00	\$ 200.00	\$ 400.00	\$ 500.00	\$ 1,000.00	\$ 150.00	\$ 300.00	\$ 600.00	\$ 1,200.00	\$ 1,200.00	\$ 85.00	\$ 170.00	\$ 50.00	\$ 100.00
4	Mill existing asphalt pavement 2-inches deep	SY	1,030	\$ 8.50	\$ 8,755.00	\$ 15.00	\$ 15,450.00	\$ 54.00	\$ 55,620.00	\$ 30.00	\$ 30,900.00	\$ 13.00	\$ 13,390.00	\$ 24.00	\$ 24,720.00	\$ 25.00	\$ 25,750.00	
5	2-Inch Type D HMAC Overlay	Ton	112	\$ 185.00	\$ 20,720.00	\$ 288.00	\$ 32,256.00	\$ 64.28	\$ 7,199.36	\$ 275.00	\$ 30,800.00	\$ 213.00	\$ 23,856.00	\$ 310.00	\$ 34,720.00	\$ 600.00	\$ 67,200.00	
6	Type "C" Precast Concrete Manhole	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00	\$ 7,000.00	\$ 7,000.00	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 7,500.00	\$ 8,500.00	\$ 8,500.00	
7	15" SDR 26 PVC Storm Sewer, All Depths (Including bedding and backfill), Complete in Place	LF	64	\$ 116.35	\$ 7,446.40	\$ 92.00	\$ 5,888.00	\$ 130.00	\$ 8,320.00	\$ 118.40	\$ 7,587.20	\$ 253.00	\$ 16,192.00	\$ 210.00	\$ 13,440.00	\$ 300.00	\$ 19,200.00	
8	18" SDR 26 PVC Storm Sewer All Depths (Including bedding and backfill), Complete in Place	LF	291	\$ 145.00	\$ 42,195.00	\$ 123.00	\$ 35,793.00	\$ 200.00	\$ 58,200.00	\$ 65,475.00	\$ 19,013.25	\$ 204.00	\$ 59,364.00	\$ 260.00	\$ 75,660.00	\$ 400.00	\$ 116,400.00	
9	Remove Brick Plug & Tie Prop. 18" PVC into Existing Storm Manhole	EA	1	\$ 1,500.00	\$ 1,500.00	\$ 600.00	\$ 600.00	\$ 3,600.00	\$ 3,600.00	\$ 750.00	\$ 750.00	\$ 510.00	\$ 510.00	\$ 1,850.00	\$ 1,850.00	\$ 4,500.00	\$ 4,500.00	
10	Type "BB" Inlet (Stage I & II) (Precast inly with 5' minimum throat width)	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 3,500.00	\$ 3,500.00	\$ 5,600.00	\$ 5,600.00	\$ 8,000.00	\$ 8,000.00	\$ 6,400.00	\$ 6,400.00	\$ 6,300.00	\$ 6,300.00	\$ 7,500.00	\$ 7,500.00	
11	Type "BB" Inlet (Stage I & II) (Grate Type, with 5' minimum throat width)	EA	1	\$ 6,500.00	\$ 6,500.00	\$ 3,500.00	\$ 3,500.00	\$ 5,600.00	\$ 5,600.00	\$ 8,000.00	\$ 8,000.00	\$ 6,400.00	\$ 6,400.00	\$ 6,300.00	\$ 6,300.00	\$ 7,500.00	\$ 7,500.00	
12	Remove, Haul, and Dispose Offsite Existing Pavement, Curb, and Base Material (All thicknesses, including required saw-cutting and demolition)	SY	40	\$ 40.00	\$ 1,600.00	\$ 200.00	\$ 8,000.00	\$ 36.00	\$ 1,440.00	\$ 1,200.00	\$ 480.00	\$ 134.00	\$ 5,360.00	\$ 85.00	\$ 3,400.00	\$ 20.00	\$ 800.00	
13	Cement Stabilized Sand Base for High Early Strength Concrete (6-inch minimum)	SY	40	\$ 55.00	\$ 2,200.00	\$ 50.00	\$ 2,000.00	\$ 140.00	\$ 5,600.00	\$ 1,600.00	\$ 640.00	\$ 163.00	\$ 6,520.00	\$ 75.00	\$ 3,000.00	\$ 100.00	\$ 4,000.00	
14	Hot Mix Asphalt Base Course, Type A Coarse, PG 64-22, (6-Inch Thick) Complete in Place	SY	170	\$ 79.39	\$ 13,496.30	\$ 132.00	\$ 22,440.00	\$ 108.00	\$ 18,360.00	\$ 14,450.00	\$ 2,424.50	\$ 128.00	\$ 21,760.00	\$ 265.00	\$ 45,050.00	\$ 100.00	\$ 17,000.00	
15	High Early Strength Reinforced Concrete Pavement (Match existing pavement thickness or 7-inch Minimum) Sawcut, Expansion Joints, Horizontal Dowels, keyed joints, Pavement Markings & Striping are incidental to the Concrete Pavement Unit Price	SY	40	\$ 200.00	\$ 8,000.00	\$ 4,000.00	\$ 4,000.00	\$ 240.00	\$ 9,600.00	\$ 9,000.00	\$ 3,600.00	\$ 314.00	\$ 12,560.00	\$ 285.00	\$ 11,400.00	\$ 250.00	\$ 10,000.00	
				SUBTOTAL PAVEMENT IMPROVEMENT ITEMS		\$ 154,127.00		\$ 212,639.36		\$ 225,165.00		\$ 237,432.00		\$ 252,510.00		\$ 338,450.00		
EXTRA WORK ITEMS																		
16	Remove existing concrete driveway, including saw cutting and disposal	SY	10	\$ 35.00	\$ 350.00	\$ 120.00	\$ 1,200.00	\$ 50.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 135.00	\$ 1,350.00	\$ 65.00	\$ 650.00	\$ 50.00	\$ 500.00	
17	6" Reinforced Concrete Driveway	SY	10	\$ 75.00	\$ 750.00	\$ 130.00	\$ 1,300.00	\$ 180.00	\$ 1,800.00	\$ 1,850.00	\$ 1,850.00	\$ 320.00	\$ 3,200.00	\$ 210.00	\$ 2,100.00	\$ 250.00	\$ 2,500.00	
18	Cement Stabilized Sand subgrade (6-inch min.)	SY	10	\$ 55.00	\$ 550.00	\$ 72.00	\$ 720.00	\$ 360.00	\$ 3,600.00	\$ 850.00	\$ 850.00	\$ 139.00	\$ 1,390.00	\$ 75.00	\$ 750.00	\$ 50.00	\$ 500.00	
19	Recycled Crushed Concrete Base Course, placed, graded and compacted	Ton	20	\$ 35.00	\$ 700.00	\$ 100.00	\$ 2,000.00	\$ 60.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 106.00	\$ 2,120.00	\$ 350.00	\$ 7,000.00	\$ 400.00	\$ 8,000.00	
20	Remove and Replace Existing Concrete Curb and Gutter	LF	50	\$ 60.00	\$ 3,000.00	\$ 45.00	\$ 2,250.00	\$ 35.00	\$ 1,750.00	\$ 1,250.00	\$ 1,250.00	\$ 155.00	\$ 7,750.00	\$ 42.00	\$ 2,100.00	\$ 100.00	\$ 5,000.00	
21	Sodding	SY	100	\$ 19.95	\$ 1,995.00	\$ 50.00	\$ 5,000.00	\$ 45.00	\$ 4,500.00	\$ 800.00	\$ 800.00	\$ 6.00	\$ 600.00	\$ 18.00	\$ 1,800.00	\$ 10.00	\$ 1,000.00	
22	ReflectORIZED Raised Pavement Markers (Blue Type II-A)	EA	1	\$ 550.00	\$ 550.00	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00	\$ 4,500.00	\$ 100.00	\$ 100.00	\$ 50.00	\$ 50.00	\$ 25.00	\$ 25.00	\$ 100.00	\$ 100.00	
				EXTRA WORK ITEMS SUBTOTAL		\$ 13,970.00		\$ 17,850.00		\$ 6,650.00		\$ 16,460.00		\$ 14,425.00		\$ 17,600.00		
				TOTAL BASE BID PRICE		\$ 168,097.00		\$ 230,489.36		\$ 231,815.00		\$ 253,892.00		\$ 266,935.00		\$ 356,050.00		



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

AGENDA DATE: July 26, 2022
AGENDA SUBJECT: Discussion and possible action to approve Amendment No. 72 to the engineering contract with Cobb Fendley in the amount of \$128,600.00 for Engineering Services associated with the 2022 Outfall Rehabilitation and Repairs.

EXHIBITS: Amendment No. 72

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

AMENDMENT NO. 72

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

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

A. Add new task order for the **Engineering Services associated with the 2022 Outfall Rehabilitation and Repairs** in the amount of **\$128,600.**

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

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

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

CITY OF HUNTERS CREEK VILLAGE

Signature: _____

Name/Title: Honorable Jim Pappas/ Mayor

CONSULTANT

Signature:  _____

Name/Title: Stephen L. Byington, P.E., Department Manager

**“EXHIBIT A”
2022 OUTFALL REHABILITATION AND REPAIRS
SCOPE OF SERVICES**

The City of Hunters Creek Village (“the City”) intends to replace and/or rehabilitate three outfalls within the City, located near 840/842 Kuhlman (Outfall #7), 402/403 Hunters Park (Outfall #11) and 303/310 Hunters Trail (Outfall #20). Through previous video inspection and recent field investigation, the outfall pipe at these three locations is showing signs of advanced internal deterioration and the bank stabilization at the outfall end has been damaged from flood events over the years. The intent of the rehabilitation will be to rebuild and/or rehabilitate the outfalls utilizing the most effective method to minimize surface disruption and provide erosion protection meeting modern standards. HCFCD approval will be required and USACE permitting may be required.

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

The identified **Basic Services** shall include:

GENERAL

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

A. DESIGN PHASE

1. Perform topographical survey of the affected sites(where aerial imagery and lidar cannot be utilized), consisting of the rights-of-way, easement and topography for the outfall, in accordance with the requirements of the Texas Society of Professional Surveyors to locate existing utilities, appurtenances and to determine the existing elevations of the eroded areas and the existing ground elevations within the site. Vertical control will be in accordance with City Standards.
2. Determine the applicability of USACE 404 permit and submit notification if necessary to perform the work. **In the event a wetland determination is required, CobbFendley will subcontract those services to obtain approval from USACE.** Budgetary amount is located in the Additional Services section of this Scope of Work.
3. Evaluate outfall replacement and/or rehabilitation methods including trenchless options to determine the least disruptive method along with the most financially feasible while working near residences.
4. Prepare 22x34 drawings for the project showing location of project elements; and prepare contract bidding and construction documents consisting of technical specifications and contract documents outlining the construction contract requirements.
5. Coordinate project plans with utility owners.

6. Prepare details needed for the installation of the outfall, revetment and appurtenances.
7. Develop construction phase storm water management plans.
8. Submit to HCFCD for approval
9. CobbFendley will conduct a Pre-Bid Meeting for prospective contractors upon advertisement of the project.

CONSTRUCTION PHASE

1. CobbFendley will conduct a Pre-Construction meeting with contractor and stakeholders, and prepare and distribute meeting notes.
2. CobbFendley shall visit the construction site periodically to ensure that the project is proceeding in accordance with the schedule, plans and specifications.
3. CobbFendley shall provide technical interpretation of the plans and specifications to the construction contractor.
4. CobbFendley shall review and approve submittals/shop drawings from the contractor. CobbFendley shall maintain a log of submittals/shop drawings. CobbFendley shall monitor the contractor's actual submittals against the schedule to confirm overall compliance.
5. CobbFendley shall maintain a noncompliance log throughout the course of the project. The log shall include details of noncompliance, date activity occurred, and date correction of item occurred.
6. CobbFendley shall evaluate requests for change orders in a timely manner and maintain a change order log. CobbFendley shall negotiate with the contractor and prepare the change order. CobbFendley shall provide a recommendation on approval/disapproval to the City Council.
7. CobbFendley shall review and provide a recommendation on approval/disapproval of monthly invoices submitted by the construction contractor. CobbFendley shall verify the accuracy of all quantities. CobbFendley shall submit the monthly invoices and recommendation to the City in a timely manner.
8. CobbFendley shall review all laboratory reports pertaining to the project to ensure the passing results. CobbFendley shall coordinate direction for any further testing or corrective action required by the contractor. CobbFendley shall maintain a copy of the lab results.
9. CobbFendley shall provide part-time inspection services throughout construction activities on the project.
10. CobbFendley shall contract with a materials testing firm for materials testing of specified products throughout the project in accordance with the project specifications.

B. ADDITIONAL SERVICES

1. Wetland determination of site, coordinate with USACE, and submit pre-construction notification. CobbFendley will subcontract those services and submit proposal for approval.

2. Closed Circuit Television Inspection (CCTV) for the outfall.
3. Construction staking and resetting of property corners.

EXCLUSIONS FROM THE SCOPE OF SERVICES

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

1. Reproduction of drawings, descriptions or specifications other than for CobbFendley's use in developing the project.
2. Public meetings will be billed under the general services of the City Engineering contract.
3. Any other services not specifically included within the description of the Basic Services or Other Services as described above.

**EXHIBIT B
2022 OUTFALL REHABILITATION AND REPAIRS
COMPENSATION**

BASIC SERVICES

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

A. DESIGN PHASE

1.	Topographical Survey and Control (Lump Sum)	<u>\$16,400</u>
2.	Construction Design Drawings and Project Manual (Lump Sum)	<u>\$64,700</u>
3.	HCFCO Submittal and Coordination (Lump Sum)	<u>\$7,200</u>
4.	Construction Phase Services	
1.	Construction Administration (Lump Sum)	<u>\$7,800</u>
2.	Field Observation (Hourly basis as needed)	<u>\$12,200</u>
TOTAL DESIGN PHASE BASIC SERVICE LUMP SUM FEE		<u>\$108,300</u>

B. ADDITIONAL SERVICES

1.	Reproduction, mileage, delivery charges, etc.	<u>\$500</u>
2.	Construction Materials Testing.....	<u>\$3,000</u>
4.	Wetland Determination and USACE Nationwide Permit.....	<u>\$9,800</u>
5.	Closed Circuit Television Inspection (CCTV) of Outfall	<u>\$3,000</u>
6.	Survey – Construction Staking and Reset Property Corners.....	<u>\$4,000</u>

TOTAL BASIC SERVICES FEE INCLUDING ADDITIONAL SERVICES AND REIMBURSABLE BUDGET

Basic Service Fee Items, Total	<u>\$108,300</u>
<u>Reimbursable Items Including Subconsultants</u>	<u>\$20,300</u>
Total Project Budget	<u>\$128,600</u>



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

AGENDA DATE: July 26, 2022
AGENDA SUBJECT: Discussion and possible action approve Amendment No. 73 to the engineering contract with Cobb Fendley in the amount of \$323,400.00 for Engineering Services associated with the Shasta and Pineland Paving and Drainage Improvements.

EXHIBITS: Amendment No. 73

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

AMENDMENT NO. 73

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

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

A. Add new task order for the **Engineering Services associated with the Shasta and Pineland Reconstruction** project in the amount of **\$323,400.**

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

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

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

CITY OF HUNTERS CREEK VILLAGE

Signature: _____

Name/Title: Honorable Jim Pappas/ Mayor

CONSULTANT

Signature:  _____

Name/Title: Stephen L. Byington, P.E., Principal

EXHIBIT A
SCOPE OF SERVICES & COMPENSATION

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services for
Shasta and Pineland Reconstruction

Project Limits and Background

The project is located along Shasta Drive (60-foot R.O.W. width) and Pineland Drive (60-foot R.O.W. width). The limits are approximately 2,150 linear feet along Shasta Drive and 560 linear feet along Pineland Drive. This project will replace the existing deteriorated 20 foot wide asphalt roadway with a new 24 foot wide asphalt pavement section with stabilized base throughout. The project design will also include construction of a storm sewer system to convey the existing ditch capacity and the right-of-way will be graded to remove the existing open ditches.

General

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

The identified **Basic Services** shall include:

A. DESIGN PHASE

CobbFendley will provide the following engineering services as part of its basic services. CobbFendley shall subcontract any other services not specifically offered by CobbFendley to perform the tasks described in this scope of service. The specific items of service include:

Topographic Survey

1. Perform a Category 6, Condition II topographical survey of the candidate streets, in accordance with the requirements of the Texas Society of Professional Surveyors to locate existing utilities, appurtenances and pavement and to determine the existing elevations of the street and utility lines which are accessible by manholes and the existing ground elevations within the site.
2. Provide Abstractor's Certificates for each property (Subdivision Lots) located and road R.O.W.s within the project limits. The research will be done to delineate the property's boundary and street ROW lines.
3. Perform a R.O.W. survey to locate sufficient property corners along the road ROW to establish the existing R.O.W.
4. Perform utility record research and SUE Level B designation of utilities. Tone marks will be placed on the ground for surveyors to tie down to the project control. This may include a field meeting with utility representatives. CAD personnel will then place utility lines into the background of the topographic survey. Layer/Level structure will be coordinated with Survey. Any non-tonable utilities will be placed in the drawing based on utility record interpretation.

Roadway and Drainage Design:

1. Coordination, data collection and review
 - a. Collect record drawings from utilities.
 - b. Identify any gaps in this data and make arrangements to supplement through other sources.
 - c. Perform preliminary site visits.
2. Perform an existing condition drainage analysis to identify problem areas along Pineland Drive between Longwoods Drive and Shasta Drive as well as along Shasta Drive south of Pineland Drive. In order to identify existing drainage deficiencies, CobbFendley will begin by performing an overland sheetflow analysis. 2018 LiDAR will be utilized to identify overland terrain patterns, identify outfall locations, drainage area boundary extents as well as areas outside the project location which contribute flow to the project location. Hydrologic calculations will be performed utilizing Atlas 14 rainfall data to determine rainfall runoff rates for the 2-, 10-, and 100-year rainfall events. A hydraulic computational model will be created, utilizing available topographic survey data and any available as-built construction plan sets, to analyze the existing drainage infrastructure (roadside ditches, culverts and segments of storm sewer) to determine flowrates conveyed to the outfall locations and determine resultant water surface elevations for the 2-, 10-, and 100-year rainfall events. Upon completion of the existing condition drainage analysis, proposed alternatives (up to 3) will be created and modeled in an effort to improve stormwater conveyance within the project location and remediate ponding. A drainage study report will be prepared and submitted to the City and/or HCFCD for review.
3. Determine the applicability of USACE 404 permit and submit notification if necessary to perform the work. **In the event a wetland determination is required, CobbFendley will subcontract those services to obtain approval from USACE.** Budgetary amount is located in the Additional Services section of this Scope of Work.
4. CobbFendley will provide typical sections sheets prepared for the existing and proposed roadway. Typical section information will include:
 - a. Station Limits
 - b. Profile Grade Line Location
 - c. Centerline and Baseline Locations
 - d. Pavement Section
 - e. Pavement Cross Slopes
 - f. Curbs
 - g. Sidewalks
 - h. Green Space (Mow Strips)

5. CobbFendley will provide roadway plan and profile drawings. The drawings will consist of a plan view and profile of existing features and proposed improvements. Plan sheets will include:
 - a. Roadway centerlines and baselines
 - b. Pavement edges for all improvements
 - c. Lane and pavement width dimensions
 - d. Right-of-way grading
 - e. Existing utilities and structures
 - f. Storm sewer layout in horizontal and vertical
 - g. Benchmark and TBM information
 - h. Radius callouts
 - i. Curb locations
 - j. Pavement Details

6. Provide construction plan drawings. The plans will include, at a minimum, the following.
 - Cover Sheet
 - General Notes and Details
 - Overall Project Layout
 - Typical Cross Sections
 - SWPPP Plan
 - Traffic Control Plan
 - Plan and Profile Sheets
 - Demolition Plan

7. Provide a geotechnical investigation and analysis for the project to determine trenching conditions for underground construction and for paving and subgrade design recommendations.
8. CobbFendley will prepare a Storm Water Pollution Prevention Plan (SW3P) sheets and details based on the latest NPDES to minimize the potential impact to receiving waterways.
9. CobbFendley will prepare Traffic Control Plan (TCP) sheets in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD) for Streets and Highways (latest edition).
10. Fully develop engineer's opinion of probable construction cost for each item of work including plan quantities.

B. Bid Phase Services:

1. Provide Notice to Bidders (NTB) to the City and setup a CivCast project bid profile.
2. Reproduce and disseminate bid sets to the City and interested bidders
3. Chair pre-bid meeting and attend the Bid Opening
4. Respond in writing to questions from bidders and prepare addenda as necessary.
5. Prepare Engineer's Recommendation of Award Letter.

C. Construction Phase Services:

1. Construction Administration
 - a. Attend pre-construction meeting to provide information & answer questions

- b. Attend monthly progress meetings with Construction Manager, Contractor and City.
 - c. Review/approve & comment on Contractor's submittals, RFIs, Contractor Proposals, Request for Change Orders including coordination with Construction Manager on Proposals & Change Orders.
 - d. Provide interpretive guidance for Contractor, Construction Manager in resolution of problems
 - e. Conduct Substantial Completion Inspection to:
 - i. review progress of work for Substantial Completion walk through
 - ii. generate a punch list of items for correction
 - iii. substantiate items that are completed
 - iv. issue both Certificate of Substantial Completion (signed/sealed from Design Engineer) & Final Acceptance or 2nd walk through.
2. Construction Manager Visits
- i. Attend monthly progress meetings with Contractor and City.
 - ii. Attend site visits as needed to resolve onsite issues, provide technical onsite observation when requested.
3. Inspector Observation
- iii. Provide onsite representation on an occasional basis. When on site act as city representation, record decisions, actions and activities of the contractor.
 - iv. **(2 hours of inspection time per day is included in this budget, 9 months of construction planned).**
 - v. Perform a substantial completion walkthrough and develop a punch list of final items for project completion.
4. Construction Material Testing
- vi. Third party material testing of a portion of the work to occur at the beginning of the project. At least one test for each component of the pavement section up to the amount budgeted.

EXHIBIT B
BASIS OF COMPENSATION

BASIC SERVICES

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based units of the work as shown below. Reimbursable items and subconsultant invoices will be subject to a 10% administration charge.

A. DESIGN PHASE

1. Civil Design and Bid Package Production (Lump Sum)..... \$234,800

B. BID PHASE

2. Bid Phase Services (Lump Sum) \$4,500

C. CONSTRUCTION PHASE

3. Construction Administration Services (Lump Sum) \$16,200

4. Construction Observation (NTE 2 hrs per day for 9 months)..... \$34,600

ADDITIONAL SERVICES

5. Geotechnical investigation and analysis (incl markup) \$8,000

6. Construction Materials Testing (incl markup) \$15,000

7. Wetland Determination and USACE Nationwide Permit..... \$9,800

Reimbursable Expenses

1. Mileage..... \$500

Basic Service Fee Items, Total \$290,100

Reimbursable Items Including Subconsultants \$33,300

Total Project Budget \$323,400

ADDITIONAL SERVICES

The Compensation to be paid to CobbFendley for providing any ADDITIONAL SERVICES under this agreement shall be based on the rate schedule included in the Agreement. Reimbursable items and subconsultant invoices will be subject to a 10% administration charge. Services will be charged according to those personnel directly involved in providing the service, and will be rounded to the nearest half hour.

Lump sum fees will be negotiated for particular, defined assignments at the request of the City. When an occasion arises which the City desires to be covered by a lump sum fee, CobbFendley will negotiate an acceptable fee with the City and prepare an addendum to this Agreement which describes the scope of services to be provided and the fee. The addendum will be effective only after its signature by both parties.

Direct Personnel Expense means salaries and wages paid to CobbFendley's employees plus payroll related costs and benefits such as payroll taxes, worker's compensation, health and retirement benefits, bonuses, sick leave, vacation, and holiday pay applicable hereto. Reimbursable Direct Expenses shall be those costs incurred on or directly for the CLIENT'S project, including but not limited to necessary transportation costs including mileage at the current IRS rate, meals and lodging, laboratory tests and analyses, and printing and binding charges.

EXCLUSIONS FROM THE SCOPE OF SERVICES

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

1. Reproduction of drawings, descriptions or specifications other than for CobbFendley's use in developing the project.
2. Public meetings will be billed under the general services of the City Engineering contract.
3. Any other services not specifically included within the description of the Basic Services or Other Services as described above.



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

AGENDA DATE: July 26, 2022

AGENDA SUBJECT: Consideration and possible action to adopt A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, ADOPTING THE PROPOSED TAX RATE CONTAINED IN THE MAYOR'S PROPOSED 2023 MUNICIPAL BUDGET AS THE CITY'S PROPOSED 2022 TAX RATE TO BE CONSIDERED FOR ADOPTION AT A PUBLIC HEARING HELD FOR THAT PURPOSE; DESIGNATING THE CITY ADMINISTRATOR AS THE OFFICIAL WHO SHALL MAKE THE CALCULATIONS AND PROVIDE THE INFORMATION ASSOCIATED WITH THE CONSIDERATION AND ADOPTION OF THE CITY'S 2022 TAX RATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

EXHIBITS: Draft Resolution

RESOLUTION NO. 2022-02

A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, ADOPTING THE PROPOSED TAX RATE CONTAINED IN THE MAYOR'S PROPOSED 2023 MUNICIPAL BUDGET AS THE CITY'S PROPOSED 2022 TAX RATE TO BE CONSIDERED FOR ADOPTION AT A PUBLIC HEARING HELD FOR THAT PURPOSE; DESIGNATING THE CITY ADMINISTRATOR AS THE OFFICIAL WHO SHALL MAKE THE CALCULATIONS AND PROVIDE THE INFORMATION ASSOCIATED WITH THE CONSIDERATION AND ADOPTION OF THE CITY'S 2022 TAX RATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT

WHEREAS, the Mayor has filed a proposed 2023 Municipal Budget for the City;

WHEREAS, the Mayor's proposed 2023 Municipal Budget contains a proposed 2022 tax rate to support the proposed budget;

WHEREAS, Section 26.17 of the Texas Tax Code makes references to "the tax rate proposed by the governing body;"

WHEREAS, the City Council is of the opinion that the proposed tax rate contained in the Mayor's proposed 2023 Municipal Budget is the appropriate tax rate to be considered for adoption at a public hearing to be held for that purpose, pursuant to Section 26.05 of the Texas Tax Code; and

WHEREAS, the Texas Tax Code requires that the City Council designate an employee or official to perform certain functions in connection with the tax rate adoption process;

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

Section 1. The City Council adopts the proposed tax rate of \$0.194082, as contained in the Mayor's proposed 2023 Municipal Budget, as the proposed tax rate to be considered for adoption at a public hearing to be held for that purpose, pursuant to Section 26.05 of the Texas Tax Code;

Section 2. The City Administrator is designated as the officer or employee of the City who will make the calculations required by Section 26.04 of the Texas Tax Code and will provide information to other governmental entities regarding the adoption of the City's 2022 tax rate.

Section 3. City staff is directed to provide the required notices, and publish the required information, concerning the City's proposed 2022 tax rate and the time and date for the public hearing that will be held on the proposed 2022 tax rate.

PASSED, APPROVED, AND RESOLVED this ___ day of _____, 2022.

Jim Pappas
Mayor

ATTEST:

Tom Fullen
Acting City Secretary

DRAFT