

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, September 26, 2023 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items.

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

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- A. Call to order and the roll of elected and appointed officers will be taken.
 - B. Pledge of Allegiance.
 - C. **PUBLIC 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 Tax Rate (information about the proposed tax rate is posted on the City's website). **Pgs. 1-2**
 - 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. 3-7**
 2. Police Commissioner Monthly Report **Pgs. 8-27**
 3. Fire Commissioner Monthly Report
 4. Building Official Monthly Report **Pgs. 28-51**
 5. City Engineer Monthly Report **Pgs. 52-54**
 6. City Administrator Report
 - a. Court Fines
 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 August 22, 2023. [Pgs. 55-58](#)
2. Approval of the Cash Disbursement Journal for August 2023. [Pgs. 59-61](#)

G. REGULAR AGENDA

1. Discussion and possible action to consider an ordinance adopting the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2024 and ending December 31, 2024; making appropriations for the city for such year as reflected in the budget; and making certain findings and containing certain provisions relating to the subject. (Roll Call Vote Required). [Pgs. 62-69](#)
2. Discussion and possible action to ratify the property tax increase reflected in the budget. (Roll Call Vote Required). [Pg. 70](#)

Motion should state:

"I move that we ratify the property tax increase reflected in the budget."

3. Discussion and possible action to:

- a. Set the property tax rate for Debt Service for 2023. (Roll Call Vote Required).

Motion should state:

"I move that we set the property tax rate for Debt Service for 2023 at 0 dollars per \$100 valuation."

- b. Set the property tax rate for Maintenance and Operation for 2023. (Roll Call Vote Required). [Pg. 71](#)

If recommended rate is adopted the motion should state:

"I move that the property tax rate for Maintenance and Operation for 2023 be increased by the adoption of a tax rate of \$0.205164 dollars per \$100 valuation, which is effectively a 10.3 percent increase in the tax rate."

4. Discussion and possible action to consider an ordinance providing for the assessment, levy and collection of ad valorem taxes of the City of Hunters Creek Village, Texas for the year 2023; providing for the date on which such

taxes shall be due and payable; providing for the penalty and interest on all taxes not timely paid; and repealing all ordinances and parts of ordinances in conflict herewith; and providing for severability. [Pgs. 72-86](#)

5. Discussion and possible action to approve an Agreement with Linebarger Goggan Blair & Sampson, LLP as being fully qualified as special counsel to perform all legal services necessary to collect unpaid delinquent ad valorem taxes as provided in the Section 6.30 of the Texas Tax Code. [Pgs. 87-92](#)
6. Discussion and possible action to approve an Agreement for Tax Collection Services with Linebarger Goggan Blair & Sampson, LLP after having provided adequate notice as required by Section 2254.1036 of the Texas Government Code, and authorizing the Mayor to execute the Agreement. [Pgs. 93-95](#)
7. Discussion and possible action to approve the Texas Tax Code Sections 33.07 & 33.08 Resolution Authorizing the Imposition of a 20% Penalty for Collection Costs on Delinquent Taxes for the Tax Year 2023 And Subsequent Years. [Pg. 96](#)
8. Discussion and possible action to approve the Texas Tax Code Sections 33.11 Resolution Authorizing the Imposition of a 20% Penalty for Collection Costs on Delinquent Personal Property Taxes for the Tax Year 2023 And Subsequent Years. [Pgs. 97-99](#)
9. Discussion and possible action to award a contract to Complete Contract DBA Bayou Builders in the amount of \$133,162.50 for the Inlet and Pavement Maintenance Project at Willowron and Walwick. [Pgs. 100-103](#)
10. Discussion and possible action to approve Change Order #1 to the contract with CityLynx, Inc. for the Traffic Signal Modifications at Memorial at Lindenwood in the amount of (\$1,010.90). [Pgs. 104-110](#)
11. Discussion and possible action to approve Change Order #1 to the contract with AR Turnkee Construction Company, Inc. for the 2022 Outfall Rehabilitation and Repairs in the amount of \$36,279.00. [Pgs. 111-114](#)
12. Discussion and possible action to accept a proposal from Uretex USA for Willowend Pavement Lifting in the amount of \$49,800.00. [Pgs. 115-125](#)
13. Discussion and possible action to accept a proposal from Southtex Asphalt for milling of pavement related to Willowend Pavement Lifting in the amount of \$8,750.00. [Pgs. 126-127](#)
14. Discussion and possible action to direct Planning and Zoning to review and make recommendations on a request to amend the zoning rules for walls along Voss and Memorial. [Pg. 128](#)

15. Discussion and possible action to consider an ordinance amending chapter 18, Article II, of the Code of Ordinances of the City of Hunters Creek Village, which regulates tree preservation, to temporarily decrease the required diameter of a replacement tree from 6" caliper to 5" caliper; providing an effective date and an expiration date; providing a penalty of up to \$2000 for each offense; and making other provisions related to the subject.

Pgs. 129-132

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.

- Confidential consultation with attorney, if necessary, regarding agenda item 14.

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

J. ADJOURNMENT

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

CERTIFICATION

I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, #1 Hunters Creek Place, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: September 22, 2023 at 3:00 p.m. and remained so posted continuously for at least 72 hours before said meeting was convened.

/s/

Tom Fullen, City Administrator
Acting City Secretary

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

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.205164 per \$100 valuation has been proposed by the governing body of City of Hunters Creek Village.

PROPOSED TAX RATE	\$0.205164 per \$100
NO-NEW-REVENUE TAX RATE	\$0.188889 per \$100
VOTER-APPROVAL TAX RATE	\$0.205164 per \$100

The no-new-revenue tax rate is the tax rate for the 2023 tax year that will raise the same amount of property tax revenue for City of Hunters Creek Village from the same properties in both the 2022 tax year and the 2023 tax year.

The voter-approval rate is the highest tax rate that City of Hunters Creek Village may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Hunters Creek Village is proposing to increase property taxes for the 2023 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 26, 2023 AT 6:00PM AT 1 HUNTERS CREEK PL., HOUSTON, TX 77024.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of Hunters Creek Village is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the CITY OF HUNTERS CREEK VILLAGE CITY COUNCIL of City of Hunters Creek Village at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount= (tax rate) x (taxable value of your property)/100

FOR the proposal:	COUNCILMEMBER FIDEL SAPIEN	COUNCILMEMBER LINDA KNOX
	COUNCILMEMBER STUART MARKS	COUNCILMEMBER JAY CARLTON
	COUNCILMEMBER CHIP COWELL	

AGAINST the proposal: NONE

PRESENT and not voting: NONE

ABSENT: NONE

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax

rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Hunters Creek Village last year to the taxes proposed to be imposed on the average residence homestead by City of Hunters Creek Village this year.

	2022	2023	Change
Total tax rate (per \$100 of value)	\$0.194082	\$0.205164	increase of 0.011082, or 5.71%
Average homestead taxable value	\$2,067,217	\$2,224,479	increase of 157,262, or 7.61%
Tax on average homestead	\$4,012.10	\$4,563.83	increase of 551.73, or 13.75%
Total tax levy on all properties	\$6,405,587	\$7,060,801	increase of 655,214, or 10.23%

For assistance with tax calculations, please contact the tax assessor for City of Hunters Creek Village at SPRING BRANCH ISD TAX OFFICE AT 713-251-7960 or TAXOFFICE@SPRINGBRANCHISD.COM, or visit [HTTPS://CITYOFHUNTERSCREEK.COM](https://cityofhunterscreek.com) for more information.

**City of Hunters Creek Village
Monthly Tax Office Report
August 31, 2023**

Prepared by: Elizabeth Ruiz, Tax Assessor/Collector

A. Current Taxable Value \$ 3,206,479,597

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

		Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Original Levy 0.194082	\$	5,959,433.36		\$ 5,959,433.36
Carryover Balance		-	137,811.88	137,811.88
Adjustments		263,766.54	6,349.60	270,116.14
Adjusted Levy		6,223,199.90	144,161.48	6,367,361.38
Less Collections Y-T-D		6,175,052.16	(3,181.79)	6,171,870.37
Receivable Balance	\$	<u>48,147.74</u>	\$ <u>147,343.27</u>	\$ <u>195,491.01</u>

C. COLLECTION RECAP:

		Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Current Month:				
Base Tax	\$	8,812.36	(1,084.46)	\$ 7,727.90
Penalty & Interest		1,245.15	16.12	1,261.27
Attorney Fees		1,432.61	20.19	1,452.80
Other Fees		-	-	-
Total Collections	\$	<u>11,490.12</u>	\$ <u>(1,048.15)</u>	\$ <u>10,441.97</u>

		Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Year-To-Date:				
Base Tax:	\$	6,175,052.16	(3,181.79)	\$ 6,171,870.37
Penalty & Interest		24,644.68	259.82	24,904.50
Attorney Fees		2,083.05	121.41	2,204.46
Other Fees		81.27	16.53	97.80
Total Collections	\$	<u>6,201,861.16</u>	\$ <u>(2,784.03)</u>	\$ <u>6,199,077.13</u>

Percent of Adjusted Levy		<u>99.66%</u>		<u>99.61%</u>
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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL GOVERNMENT (01)							
Revenue							
100-00-41000	CURRENT AD VALOREM TAXES	6,337,522.00	6,337,522.00	0.00	6,147,284.89	-190,237.11	3.00 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	0.00	-2,514.73	-17,514.73	116.76 %
100-00-41010	FRANCHISE TAXES	400,000.00	400,000.00	20,383.12	194,849.45	-205,150.55	51.29 %
100-00-41015	SALES TAXES	650,000.00	650,000.00	0.00	308,398.19	-341,601.81	52.55 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	0.00	11,158.22	-8,841.78	44.21 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	0.00	17,996.44	2,996.44	119.98 %
100-00-42035	BUILDING PERMITS	355,000.00	355,000.00	51,550.69	293,261.89	-61,738.11	17.39 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	913.62	4,218.49	2,218.49	210.92 %
100-00-43056	EMS	0.00	0.00	15,738.54	15,738.54	15,738.54	0.00 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	0.00	2,547.95	-1,452.05	36.30 %
100-00-43070	METRO RECEIPTS	315,000.00	315,000.00	0.00	154,199.11	-160,800.89	51.05 %
100-00-44025	TRAFFIC FINES	140,000.00	140,000.00	14,151.98	136,372.42	-3,627.58	2.59 %
100-00-44027	COURT TECHNOLOGY FUND	2,000.00	2,000.00	284.15	2,616.90	616.90	130.85 %
100-00-44028	COURT SECURITY FUND	1,500.00	1,500.00	331.80	3,123.43	1,623.43	208.23 %
100-00-46030	INTEREST INCOME	15,000.00	15,000.00	43,842.04	324,581.53	309,581.53	2,163.88 %
100-00-48045	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	37,240.79	2,240.79	106.40 %
100-00-48055	OTHER INCOME	10,000.00	10,000.00	12,481.40	24,461.85	14,461.85	244.62 %
100-00-48061	OPIOID ABATEMENT TRUST FUND	0.00	0.00	0.00	4,616.99	4,616.99	0.00 %
	Revenue Total:	8,317,022.00	8,317,022.00	159,677.34	7,680,152.35	-636,869.65	7.66 %
Expense							
100-01-71000	SALARIES & WAGES	613,672.00	613,672.00	47,354.14	405,743.83	207,928.17	33.88 %
100-01-71001	LONGEVITY	5,976.00	5,976.00	0.00	0.00	5,976.00	100.00 %
100-01-71002	457B	12,273.00	12,273.00	920.78	7,786.51	4,486.49	36.56 %
100-01-71025	TMRS	125,618.00	125,618.00	9,821.33	83,987.17	41,630.83	33.14 %
100-01-71030	PAYROLL TAXES	47,412.00	47,412.00	3,588.32	31,474.24	15,937.76	33.62 %
100-01-71105	INSURANCE BENEFITS	115,746.00	115,746.00	10,199.15	74,375.48	41,370.52	35.74 %
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	208.99	1,545.05	13,454.95	89.70 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	304.61	5,024.96	3,475.04	40.88 %
100-01-72060	TELEPHONE	18,191.00	18,191.00	1,940.74	13,383.50	4,807.50	26.43 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	400.00	3,385.40	6,614.60	66.15 %
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/EDUCATI...	10,200.00	10,200.00	625.00	4,800.00	5,400.00	52.94 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	492.42	1,307.58	72.64 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	4,800.00	4,800.00	60.00	2,796.32	2,003.68	41.74 %
100-01-72108	GEN LIABILITY/PROP/WC INS	23,746.00	23,746.00	0.00	0.00	23,746.00	100.00 %
100-01-72109	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100.00 %
100-01-72110	ELECTIONS	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
100-01-72111	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
100-01-72112	CODIFICATIONS	2,500.00	2,500.00	0.00	1,791.00	709.00	28.36 %
100-01-75040	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	476.21	4,523.79	90.48 %
100-01-76010	COMPUTER SOFTWARE SERVICES	15,435.00	15,435.00	0.00	15,684.37	-249.37	-1.62 %
100-01-78056	BANK FEES	1,200.00	1,200.00	0.00	452.43	747.57	62.30 %
100-01-78115	PUBLIC RELATIONS	23,000.00	23,000.00	818.69	5,970.72	17,029.28	74.04 %
100-02-72042	CONSULTING SERVICES	20,000.00	20,000.00	1,541.01	16,927.85	3,072.15	15.36 %
100-02-72085	TAX COLLECTOR/ASSESSOR	65,100.00	65,100.00	0.00	41,928.00	23,172.00	35.59 %
100-02-72120	AUDITOR	18,375.00	18,375.00	0.00	22,080.00	-3,705.00	-20.16 %
100-02-72300	LITIGATION	25,000.00	25,000.00	0.00	2,567.00	22,433.00	89.73 %
100-02-72310	CITY ATTORNEY	75,000.00	75,000.00	275.00	12,664.00	62,336.00	83.11 %
100-02-72502	CITY ENGINEER	78,750.00	78,750.00	1,833.10	21,647.81	57,102.19	72.51 %

Budget Report

For Fiscal: 2023 Period Ending: 08/31/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable	Remaining
						(Unfavorable)	
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	0.00	1,540.00	5,960.00	79.47 %
100-03-72001	VILLAGE FIRE DEPARTMENT	1,933,491.00	1,933,491.00	161,124.27	1,369,556.29	563,934.71	29.17 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,488,811.00	2,488,811.00	188,728.00	1,783,589.19	705,221.81	28.34 %
100-04-72015	GARBAGE SERVICE	577,500.00	577,500.00	42,769.42	299,385.94	278,114.06	48.16 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	0.00	26,563.13	33,436.87	55.73 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	95.99	893.86	1,106.14	55.31 %
100-04-72062	TRAVEL/TRAINING - PW	8,500.00	8,500.00	0.00	2,888.78	5,611.22	66.01 %
100-04-72070	MOSQUITO FOGGING CONTRACT	13,781.00	13,781.00	2,568.00	6,099.00	7,682.00	55.74 %
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	205.44	1,548.45	2,051.55	56.99 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	11,040.00	35,760.00	24,240.00	40.40 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	853.28	7,280.58	7,719.42	51.46 %
100-04-72530	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	0.00	1,659.50	1,840.50	52.59 %
100-04-72540	MOWING CONTRACT	75,000.00	75,000.00	9,370.00	35,800.00	39,200.00	52.27 %
100-04-72541	CONTRACT LABOR	35,000.00	35,000.00	0.00	7,529.50	27,470.50	78.49 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	2,517.32	14,165.72	15,834.28	52.78 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	0.00	3,801.01	11,198.99	74.66 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	265.05	2,734.95	91.17 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	15,298.16	59,130.23	40,869.77	40.87 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	576.61	15,787.66	14,212.34	47.37 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,975.00	9,975.00	835.65	4,178.25	5,796.75	58.11 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78540	URBAN FORESTER	15,000.00	15,000.00	2,240.00	5,280.00	9,720.00	64.80 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	2,938.62	61.38	2.05 %
100-05-73000	JUDGES & PROSECUTORS	40,000.00	40,000.00	2,862.50	18,568.00	21,432.00	53.58 %
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	533.38	-33.38	-6.68 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	23.16	967.01	1,532.99	61.32 %
100-05-73031	COURT TECHNOLOGY	2,000.00	2,000.00	0.00	840.20	1,159.80	57.99 %
100-05-73032	COURT SECURITY	2,300.00	2,300.00	939.60	1,818.80	481.20	20.92 %
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPT..	500.00	500.00	0.00	0.00	500.00	100.00 %
100-05-73035	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	0.00	150.00	1,350.00	90.00 %
100-05-73044	CREDIT CARD FEES	2,500.00	2,500.00	0.00	895.31	1,604.69	64.19 %
100-05-73045	COURT TAX PD TO STATE	55,000.00	55,000.00	0.00	39,470.80	15,529.20	28.23 %
100-06-75041	COMPUTER EQUIP. & SOFTWARE	8,500.00	8,500.00	77.98	508.81	7,991.19	94.01 %
100-06-78064	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
	Expense Total:	7,461,802.00	7,461,802.00	522,016.24	4,526,377.34	2,935,424.66	39.34 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	855,220.00	855,220.00	-362,338.90	3,153,775.01	2,298,555.01	-268.77 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02)						
	Expense						
200-01-75038	STREET AND MAINTANANCE - RECU...	720,000.00	720,000.00	6,000.00	71,457.37	648,542.63	90.08 %
200-01-75050	REFORESTATION	20,000.00	34,585.00	0.00	27,012.86	7,572.14	21.89 %
200-01-75053	OUTFALL REPAIRS	0.00	63,713.12	1,950.00	19,271.10	44,442.02	69.75 %
200-01-75055	STREET SIGN REPLACEMENT	25,000.00	25,000.00	0.00	5,034.51	19,965.49	79.86 %
200-01-75056	TRAFFIC LIGHT MAST ARMS	0.00	240,655.07	0.00	131,492.20	109,162.87	45.36 %
200-01-75060	SIDEWALK REPLACEMENT	50,000.00	50,000.00	24,712.50	24,712.50	25,287.50	50.58 %
200-01-75064	STREET REPLACEMENTS - ONGOING	0.00	416,318.44	14,088.00	173,124.96	243,193.48	58.42 %
200-01-75066	ESPLANADE BEAUTIFICATION	0.00	37,306.98	0.00	31,975.00	5,331.98	14.29 %
	Expense Total:	815,000.00	1,587,578.61	46,750.50	484,080.50	1,103,498.11	69.51 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	815,000.00	1,587,578.61	46,750.50	484,080.50	1,103,498.11	69.51 %
	Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND						
	Expense						
210-01-75000	MEMORIAL REPLACEMENT FUND	923,102.00	923,102.00	0.00	0.00	923,102.00	100.00 %
	Expense Total:	923,102.00	923,102.00	0.00	0.00	923,102.00	100.00 %
	Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...	923,102.00	923,102.00	0.00	0.00	923,102.00	100.00 %
	Report Surplus (Deficit):	-882,882.00	-1,655,460.61	-409,089.40	2,669,694.51	4,325,155.12	261.27 %

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	8,317,022.00	8,317,022.00	159,677.34	7,680,152.35	-636,869.65	7.66 %
Expense	7,461,802.00	7,461,802.00	522,016.24	4,526,377.34	2,935,424.66	39.34 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	855,220.00	855,220.00	-362,338.90	3,153,775.01	2,298,555.01	-268.77 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	815,000.00	1,587,578.61	46,750.50	484,080.50	1,103,498.11	69.51 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	815,000.00	1,587,578.61	46,750.50	484,080.50	1,103,498.11	69.51 %
Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...						
Expense	923,102.00	923,102.00	0.00	0.00	923,102.00	100.00 %
Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...	923,102.00	923,102.00	0.00	0.00	923,102.00	100.00 %
Report Surplus (Deficit):	-882,882.00	-1,655,460.61	-409,089.40	2,669,694.51	4,325,155.12	261.27 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01	855,220.00	855,220.00	-362,338.90	3,153,775.01	2,298,555.01
200 - CAPITAL IMPROVEMENTS (0:	-815,000.00	-1,587,578.61	-46,750.50	-484,080.50	1,103,498.11
210 - CAPITAL IMPROVEMENTS - N	-923,102.00	-923,102.00	0.00	0.00	923,102.00
Report Surplus (Deficit):	-882,882.00	-1,655,460.61	-409,089.40	2,669,694.51	4,325,155.12

2023 Municipal Court Recap

Month	Year 2021						Year 2022						Year 2023					
	Total Cases Filed	Citations vs Warnings	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings 'C' 'W'	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings 'C' 'W'	Revenues*	Retained by City	Remitted to State			
Jan.	19	8C/11W	\$7,098	\$4,746	\$2,352	30	18 12	\$12,675	\$8,623	\$4,052	201	94 107	\$17,968	\$11,754	\$6,214			
Feb.	24	4C/18W	\$3,424	\$2,226	\$1,198	158	81 77	\$14,241	\$10,007	\$4,234	215	99 116	\$16,763	\$11,176	\$5,587			
March	28	15C/13W	\$11,892	\$8,005	\$3,886	157	79 78	\$20,420	\$14,663	\$5,657	127	60 67	\$24,811	\$16,495	\$8,316			
April	69	23C/46W	\$13,471	\$9,541	\$3,930	120	60 60	\$18,034	\$5,749	\$12,285	166	70 96	\$16,709	\$11,396	\$5,313			
May	99	42C/57W	\$8,686	\$6,410	\$2,276	175	92 83	\$15,498	\$9,778	\$5,721	155	80 75	\$20,168	\$13,533	\$6,635			
June	83	45C/38W	\$8,840	\$6,106	\$2,734	133	87 46	\$17,689	\$12,246	\$5,443	130	72 58	\$20,621	\$13,271	\$7,350			
July	55	26C/28W	\$6,939	\$4,350	\$2,589	152	74 78	\$16,461	\$11,295	\$5,167	206	113 93	\$17,059	\$11,615	\$5,444			
Aug.	76	41C/36W	\$12,216	\$8,633	\$3,583	144	67 77	\$11,040	\$6,784	\$4,256	228	118 110	\$15,144	\$10,061	\$5,083			
Sept.	165	101C/64W	\$9,542	\$3,655	\$2,887	173	105 68	\$24,690	\$16,131	\$8,559								
Oct.	168	97C/71W	\$19,129	\$12,046	\$7,083	212	102 110	\$11,911	\$7,429	\$4,483								
Nov.	169	66C/103W	\$15,724	\$9,541	\$6,183	168	75 93	\$16,845	\$10,409	\$6,436								
Dec.	124	54C/70W	\$13,710	\$8,496	\$5,214	167	76 91	\$14,358	\$9,073	\$5,285								
TOTAL	1079	522C/485W	\$130,670	\$83,755	\$43,916	1789	916 873	\$193,861	\$122,187	\$71,577	1428	706 722	\$149,242	\$99,300	\$49,942			
Monthly Avg	89.92	44C/40W	\$10,889.17	\$6,979.55	\$3,659.63	89.92	46.5 42.6	\$10,504.96	\$6,595.39	\$3,901.33	119	58.83 60	\$12,436.81	\$8,275.00	\$4,161.82			

*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

September 18, 2023

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: August 2023 Monthly Report

During the month of August, MVPD responded/handled a total of 7,278 calls/incidents. 5,804 House Watch checks were conducted. 729 traffic stops were initiated with 733 citations being issued for 1303 violations. (Note: 24 Assists in Hedwig, 128 in Houston, 6 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	2468/16579	2086/13456	2	141/102/243	9@4:17
Piney Point:	1851/12823	1426/9476	2	119/144/263	10@3:59
Hunters Creek:	2766/18587	2291/14712	7	118/109/227	10@3:35
				Cites/Warn/Total	29@3:50

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	144	Ord. Violations:	10	Speeding:	165
Animal Calls:	11	Information:	25	Exp. Registration	311
ALPR Hits:	51	Suspicious Situations	69	No Ins	168
Assist Fire:	34	Loud Party	14	No License	144
Assist EMS:	49	Welfare Checks:	15	Stop Sign	21
				Fake Plate	14

*This month the department generated a total of 94 police reports.
 BH-26 PP-28 HC-33 HOU-7, HED-0, SV-0*

Crimes Against of Persons (0)

Crimes Against Property (17)

Burglary of a Motor Vehicle	3	Fraud/ID	5
Unlawful Use of a Motor Vehicle	7	Theft Misd.	2

1

Petty/Quality of Life Crimes/Events (77)

ALPR Hits (valid)	7	DWI	3
Accidents	11	Misc	18
Harassment	2	Ordinance Violations	2
Warrants	11	Towed Vehicles	23

Arrest Summary: Individuals Arrested (17)

Warrants	11	Felony	1
Class 3 Arrests	2	DWI	3

Budget YTD:	Expense	Budget	%
• Personnel Expense:	3,610,067	5,698,141	63.4%
• Operating Expense:	718,550	1,096,092	65.5 %
• Total M&O Expenditures:	4,328,619	6,794,233	63.7%
• Capital Expenses:	358,646	672,200	53.0%
• Net Expenses:	4,687,265	7,466,433	63.0%

Follow-up on Previous Month Items/Requests from Commission

- The TMRS resolution is being completed as requested.

Personnel Changes/Issues/Updates

- Officer Rashied Byrd started on August 28, 2023, and has been assigned to Officer White for FTO working dayshift.
- Criti-call Software was purchased and is being deployed for dispatcher selection testing. 6 non-experienced applicants have applied and will be tested.

Major/Significant Events

- Officers, Detectives and Admin staff all worked in school zones during the first week of school. Officers Boggus and Vasquez greeted students at each SBISD school on different days during the first week, introducing themselves and taking photographs.
- Detectives used the ALPR system to identify a mail thief's vehicle and entered it into the Flock System Hotlist. The vehicle returned to the area and officers were notified and stopped the car. Officers recovered stolen mail and packages. The suspect was arrested.
- The ALPR system also assisted in the arrest of a repeat lawn equipment thief who returned to the area. Upon being arrested the suspect told detectives where he had sold the stolen equipment.
- An emergency phone call to the 10-digit phone line dropped as it was being transferred to Village Fire. This occurred 2 times with the same caller. Resources had been dispatched so services were not delayed. The incident is being investigated and procedures modified to ensure the caller is quickly notified of a dropped call should one occur in the future.

Status Update on Major Projects

- One salvaged vehicle was sold at auction and removed from TML insurance. Staff continue working on vehicle replacement options.
- A new Drone Dome was received and placed in front of the station. A wrap of a flag is being created to cover the dome.

Community Projects

- Staff attended the Farmers Market and met with community members and read to students as part of a national reading campaign.
- The 3rd Summer RAD class concluded graduating 13 participants.
- Officers participated in the Frostwood Elementary School Color Run held by 5th grade students.

V-LINC new registrations in August +26

BH – 1608(+12)
PP – 1133 (+2)

HC – 1612 (+11)
Out of Area – 593 (+1)

August VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 15	4:07
Fire – 1	3:04
EMS – 14	4:11

By Village

BH Fire – 0	0:00
BH EMS – 6	3:47
PP Fire – 0	0:00
PP EMS – 6	4:36
HC Fire -1	3:04
HC EMS -2	4:52

Combined VFD Events (Priority + Radio)

Total – 42	5:05
Fire – 21	6:18
EMS – 21	3:54

Radio Call Events

Total – 27	5:42
Fire- 20	6:30*
EMS- 7	2:59

Radio Call Events by Village * one call – false fire alarm went off 3 times. CAD linked 2 calls together making response time appear to be long. Throwing off actual times.

BH – 7	4:17
PP – 9	6:56*
HC – 11	3:33

2023 Burglary Map

Address	Alarm	POE
12102 Rhett	No	Rear Door/Force
203 Heritage Oaks	No	Front Door/Force
1205 River Bend	No	Rear Door/Force
12014 Surrey Ln	No	UNL

2023 Robberies

Address

MO



Daytime Burglary



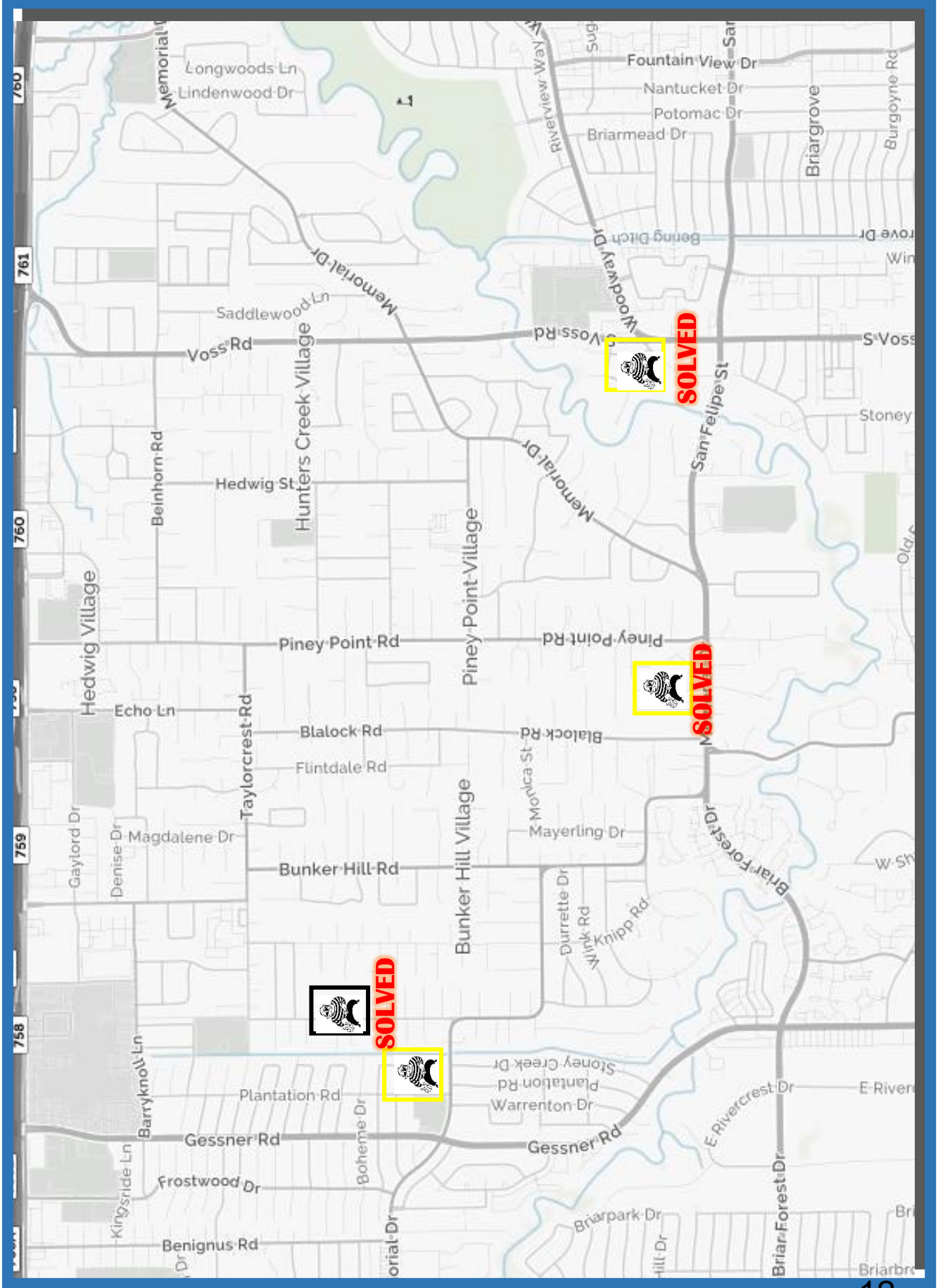
Nighttime Burglary



Robbery

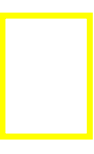
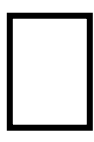


8/31/23



2023 Auto Burglary Map

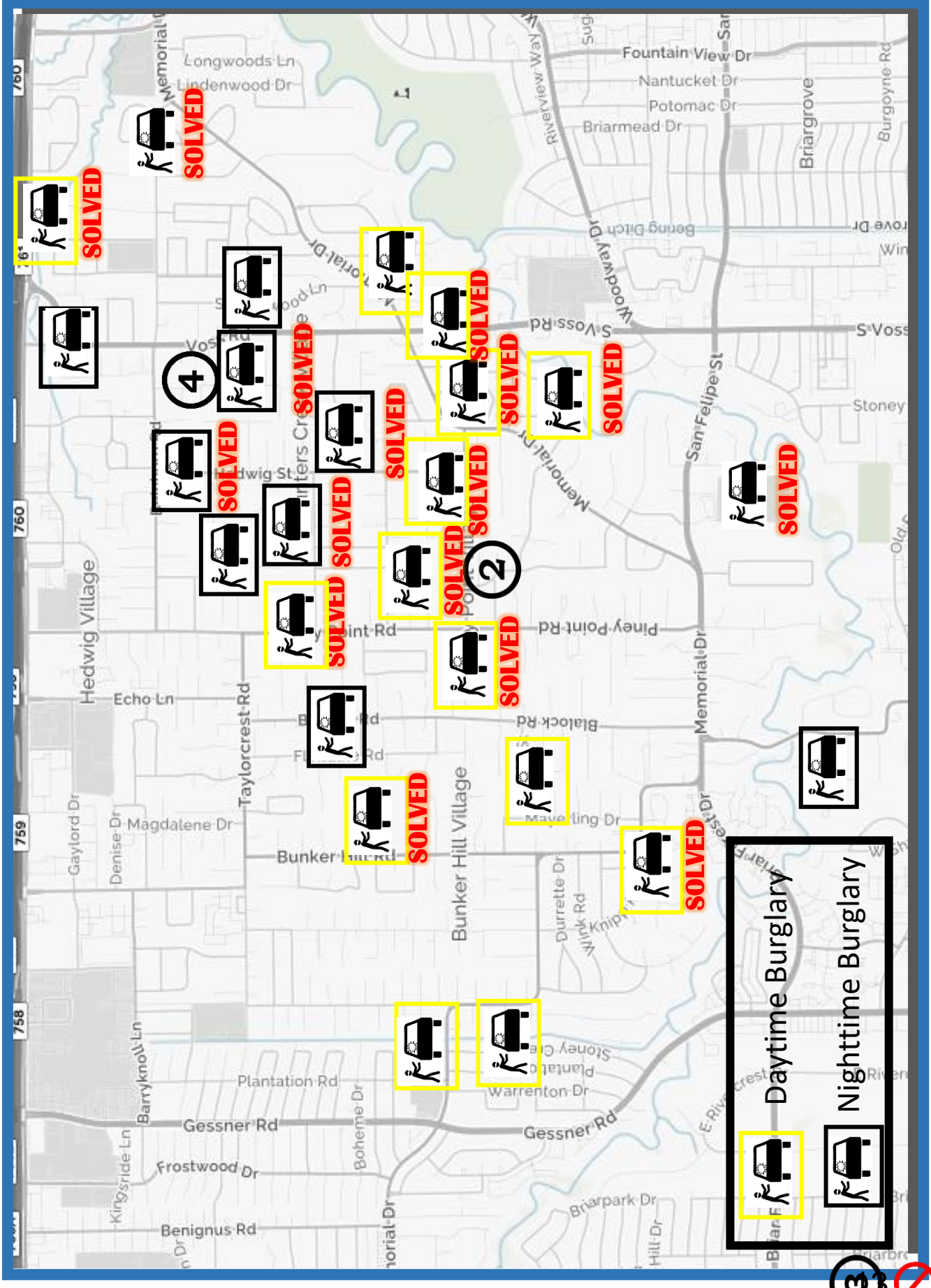
Address	POE
335 Piney Point Rd	UNL Win Open
10810 Briar Branch	UNL
11714 Winshire	Win/Smash
10709 Memorial	Lock Punch
10913 Long Shadow	UNL
10823 Smithdale	UNL
10918 Roaring Brook	UNL
10926 Long Shadows	UNL
525 Trails End	UNL
200 Stoney Creek	UNL/Contractor
10700 Marsha	Win/Smash
11722 Flintwood	UNL
1 Carsey Ln	UNL*
8435 Katy Fwy	Win/Smash*
11678 Arrowood	UNL
11750 Memorial	Window/Punch
12122 Memorial	UNK
10900 Wickline	Window/Punch
201 Kincaid School Rd	UNL
825 Sadlewood	Lock Twist
106 Willowend	Window/Punch
10906 Wickline	Window/Punch
9 Tokeneke Trl	Window/Punch
11207 Tyne Ct	Window/Punch
11215 Tyne Ct	UNL
10901 Bridgewood	UNL
11 Willowend	UNL/Contractor
505 Lanecrest	UNL
749 W Creekside	Unfounded



Lock Punch

Blue Entry = Actual
Location Unknown
Underlined Contractor

SOLVED
8/31/23



3
2
4

2023 Total Incidents


2023	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	3	25	44	72	11	4130	2646	1356	899	1032	611	1573	1130
February	0	16	37	53	8	3875	2522	1300	909	926	515	1504	1090
March	2	11	50	63	15	5376	4025	1881	1487	1426	973	1930	1090
April	2	10	30	42	8	4275	2966	1574	1198	966	572	1590	1195
May	1	19	61	82	21	5285	3873	1747	1315	1466	1062	1936	1496
June	1	16	93	110	20	8512	7148	2930	2559	2267	1818	3179	2765
July	2	14	89	105	14	10,474	9163	3323	3003	2889	2499	4109	3655
August	0	17	77	94	17	7,278	5804	2468	2086	1851	1426	2766	2291
September													
October													
November													
December													
Total	11	128	481	621	114	49205	38147	16579	13456	12823	9476	18587	14712


2022 Totals	13	169	736	918	230	70665	55102	22443	18249	18553	14215	27937	22628
Difference													
% Change													


Hedwig  **7**

Bunker Hill 

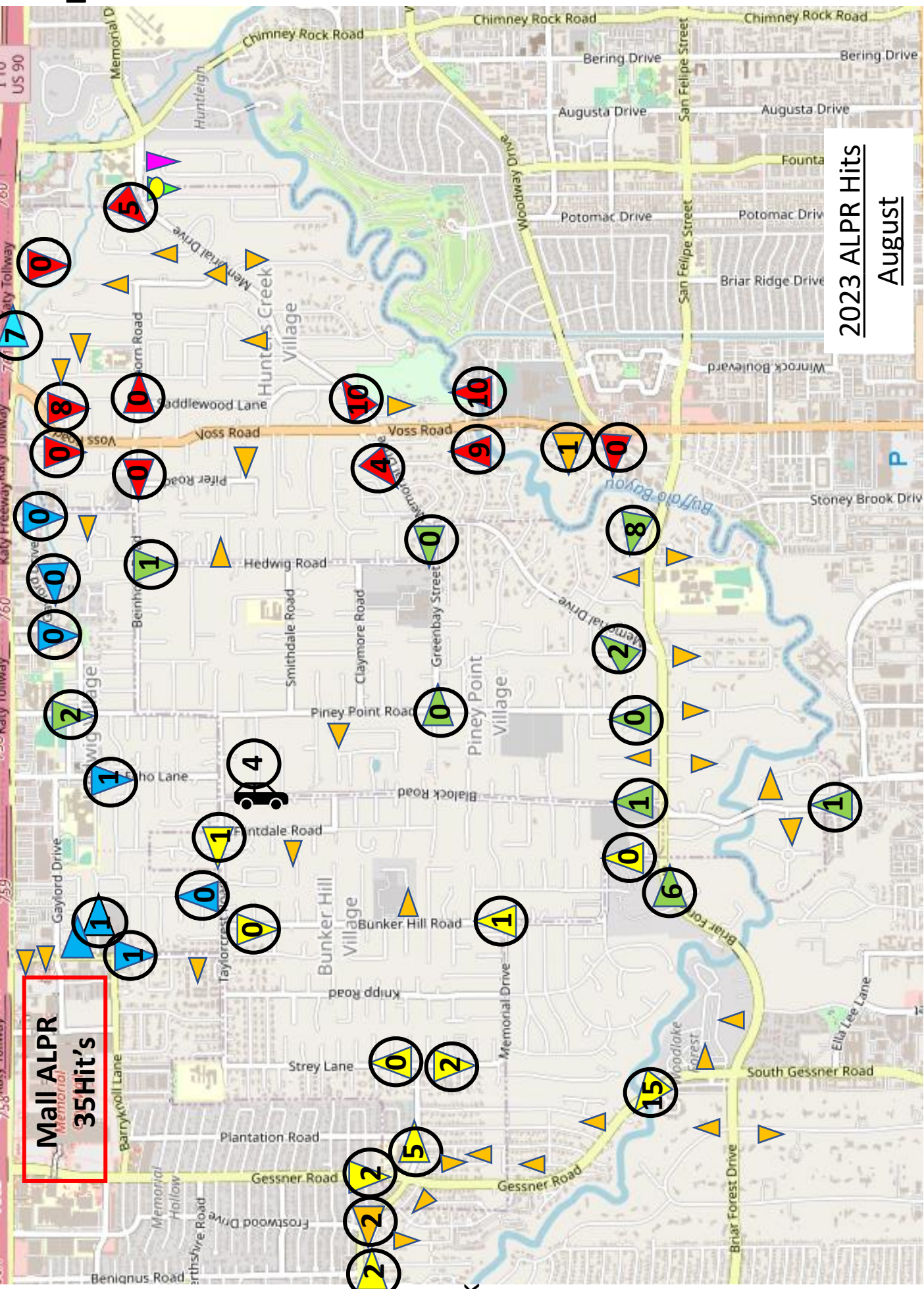
Piney Point 


Hunters Creek 


Frequent Mobile Locations 

Total Hits **112**
15 

Mail ALPR
35 Hit's



Lindenwood HOA 

Longwoods HOA 

US Coins 

In Process 

HOA Systems 


8/31/23 


2023 ALPR Hits
August

Hedwig
 

Bunker Hill


Piney Point

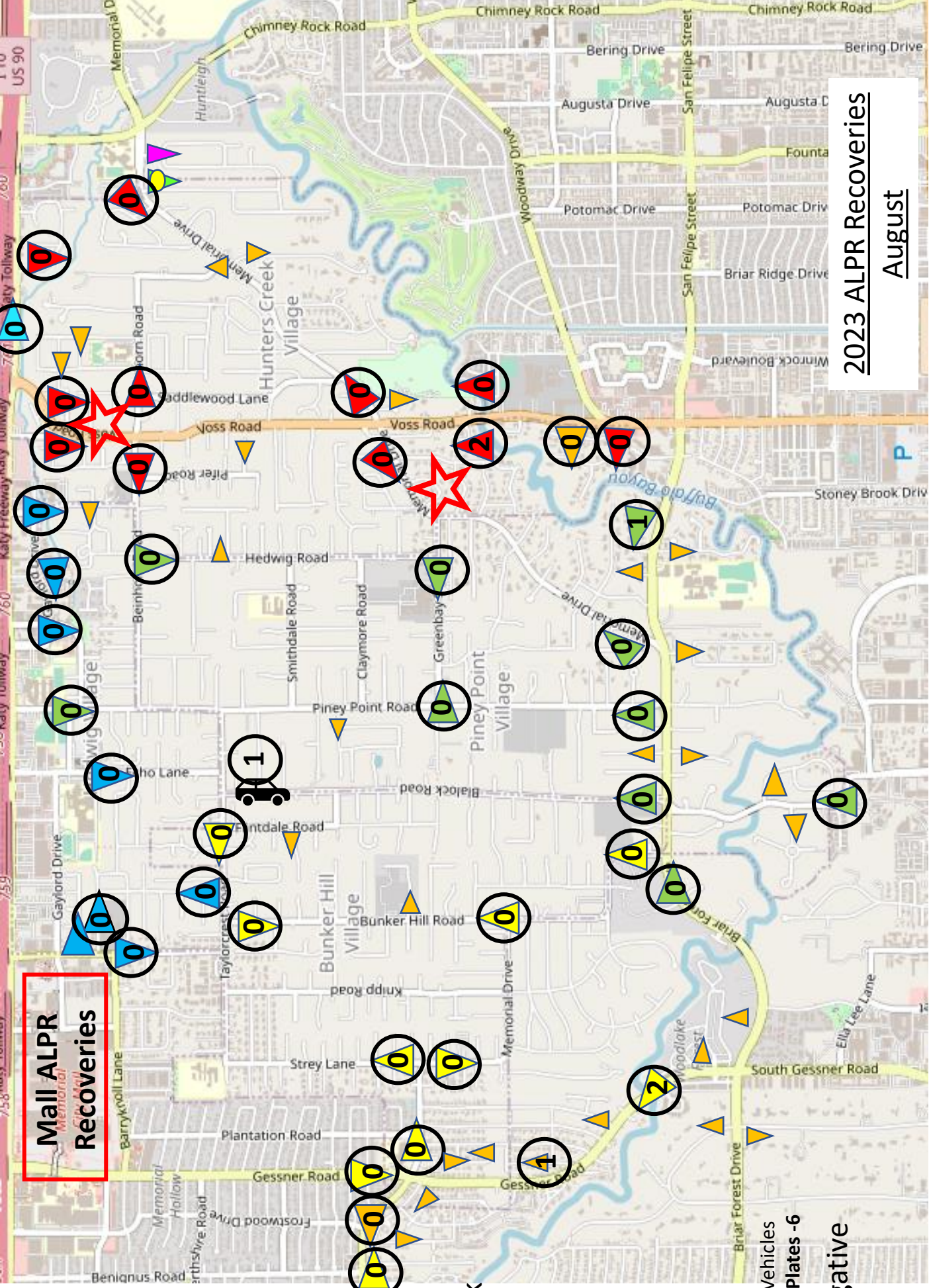

Hunters Creek


Frequent Mobile Locations



 Recovered Vehicles
Recovered Plates -6


 Investigative Leads


Mall ALPR Recoveries



2023 ALPR Recoveries
August

Lindenwood HOA


Longwoods HOA


US Coins


In Process


HOA Systems


8/31/23


	Reads	Unique	Total Hits	Top 6	Sex	Recovered	Solves	MVPD HOT
21-Jan	2538096	139108	158	145	7	8	2	N/A
21-Feb	2463752	193211	211	117	7	6	3	N/A
21-Mar	3092119	352001	257	115	11	6	1	N/A
21-Apr	3144294	413381	228	75	7	4	3	N/A
21-May	3208639	423019	258	81	26	5	0	N/A
21-Jun	3202535	441349	238	110	31	7	0	3
21-Jul	2986340	392649	168	104	17	2	0	0
21-Aug	3011594	548807	201	159	9	5	1	0
21-Sep	3609414	548024	394	230	2	4	1	1
21-Oct	3458425	543848	176	113	16	3	1	1
21-Nov	3568318	505282	156	108	17	6	2	2
21-Dec	3676310	489056	190	142	5	5	2	1
	37959836	4989735	2635	1499	155	61	16	8
22-Jan	3490473	488026	130	118	5	8	2	0
22-Feb	3751980	557743	132	103	3	6	0	1
22-Mar	3833394	594445	170	147	3	6	0	0
22-Apr	4446180	827209	225	154	19	4	4	2
22-May	4772622	846682	353	185	43	5	4	0
22-Jun	4128056	651932	353	247	44	6	3	1
22-Jul	3591029	469541	307	169	75	6	3	2
22-Aug	4494638	683196	618	177	114	5	3	0
22-Sep	4184026	496198	404	176	67	5	3	4
22-Oct	4062539	488761	404	131	24	8	3	11
22-Nov	3839439	488227	189	127	16	7	3	3
22-Dec	3761415	506163	159	93	6	9	2	4
	48355791	7098123	3444	1827	419	75	30	28
23-Jan	3788663	485816	155	81	30	2		4
23-Feb								
23-Mar								
23-Apr								
23-May								
23-Jun								
23-Jul								
23-Aug								
23-Sep								
23-Oct								
23-Nov								
23-Dec								

2022 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
ALSALIMANI, ALI	26:36:21	23:28:43	24:11:20	22:45:35	36:12:16	39:39:19	20:29:11	41:34:45					8	44
BAKER, BRIAN C	3:31:40	0:18:16	1:29:15	0:32:24	0:21:24	0:34:07	0:00:00	5:44:14					2	2
BALDWIN, BRIAN	17:32:11	13:52:09	18:58:23	15:22:04	11:14:09	12:46:41	0:30:45	17:17:18					3	3
BIEHUNKO, JOHN	22:37:16	20:41:29	24:20:46	9:54:47	16:39:29	14:18:35	21:50:18	17:17:36					3	22
BOGGUS, LARRY	0:04:10	0:59:15	2:42:11	14:58:50	12:06:57	0:22:51	0:46:16	1:18:35					1	1
BURLESON, Jason	13:12:02	10:25:15	13:11:53	22:52:41	25:02:17	28:34:21	12:28:04	17:46:00					3	28
CANALES, RALPH EDWARD	15:05:04	14:08:39	19:00:17	9:18:54	13:22:58	10:32:51	12:45:59	19:09:34					6	22
CERNY, BLAIR C.	22:20:53	13:00:34	4:12:21	5:52:34	9:33:34	4:46:33	0:00:00	2:48:09					1	1
ECKERFIELD, Dillion	25:34:06	16:08:21	33:29:46	21:55:20	33:28:28	33:18:43	29:35:54	18:27:41					3	12
HARWOOD, NICHOLAS	18:58:46	19:16:48	12:51:44	9:07:09	9:03:33	21:35:51	25:01:09	20:51:59					9	16
JARVIS, RICHARD	17:03:26	15:40:05	15:27:29	13:10:22	16:25:12	16:22:45	38:21:03	20:33:00					2	39
JOHNSON, JOHN	15:48:16	16:53:09	14:28:58	17:03:42	13:16:09	25:55:05	15:29:31	12:10:51					5	24
JONES, ERIC	0:00:00	14:52:11	0:00:00	0:00:00	0:02:31	0:00:00	0:00:00	0:00:18						
KING, JEREMY	9:53:27	0:00:00	20:34:58	7:58:39	14:52:28	7:00:48	17:04:38	12:46:59					2	18
KUKOWSKI, Andy	21:46:17	23:48:00	14:19:24	14:13:17	27:31:49	29:10:56	8:46:48	24:12:12					3	40
LOWRIE, Andy	18:47:35	35:22:56	22:43:49	31:50:20	26:19:33	31:43:01	37:35:44	32:07:40					6	90
MCELVANY, ROBERT	13:28:51	9:01:39	3:53:11	9:48:34	6:28:09	8:32:13	7:05:07	5:38:07						20
ORTEGA, Yesenia	16:22:55	14:53:39	22:43:49	25:29:38	17:20:34	23:37:36	23:08:26	15:14:27						20
OWENS, LANE	7:19:25	1:06:57	0:03:44	0:00:00	0:05:50	0:00:00	0:00:00	0:00:00						
PAVLOCK, JAMES ADAM	1:16:57	0:41:05	1:32:18	0:19:29	1:35:54	8:41:34	5:49:04	19:37:04					5	88
RODRIGUEZ, CHRISTOPHER	2:58:13	0:45:39	5:03:49	10:10:35	3:29:18	1:38:51	1:09:41	0:39:05						
RODRIGUEZ, REGGIE			2:13:47	30:19:25	30:22:14	2:08:28	22:56:31	0:52:52					5	31
SALAZAR, Efrain	21:58:39	20:02:08	19:37:20	14:39:42	22:21:47	24:51:18	41:51:31	1:11:04					1	1
SCHANMER, CHRISTIAN	20:44:52	12:50:34	15:00:40	16:57:42	20:25:07	18:25:29	20:05:42	20:35:08					6	31
SCHULTZ, RAYMOND	5:44:09	0:00:00	0:46:23	1:12:56	0:00:00	1:09:46	0:24:54	3:16:02						
SILLIMAN, ERIC	25:55:25	11:42:31	7:51:13	7:22:18	31:05:02	26:15:50	15:19:48	21:16:57					8	87
SPRINKLE, MICHAEL	9:05:01	6:38:58	13:45:12	12:40:15	12:06:36	10:45:10	12:31:26	9:01:06					2	11
TAYLOR, CRAIG	29:35:02	17:58:23	21:22:03	12:56:07	16:16:43	9:51:48	15:28:13	25:42:25					2	23
TORRES, PATRICK	14:23:40	17:57:00	12:04:56	16:42:07	17:43:40	7:33:10	11:51:15							
VALDEZ, JUAN	20:27:22	8:01:45	16:38:45	16:10:38	15:51:29	17:34:23	21:00:35	27:51:49					6	24
VASQUEZ, MONICA	0:39:02	2:11:16	2:48:31	24:00:53	2:54:01	0:52:15	0:49:31	1:01:46						
WHITE, TERRY	26:58:37	19:19:14	6:53:51	14:02:23	32:35:37	24:40:56	28:18:39	14:43:05					2	32
WILLIFORD, Adam	17:44:28													
* = Admin													Total	751
Dispatch Committed Time													Totals	
911 Phone Calls	385	377	460	UNV	UNV	383	278	214					2097	
3700 Phone Calls	2469	2015	2558	UNV	UNV	2519	2018	2213					13792	
DP General Phone Calls*	53:12:01	71:35:35	56:39:49	UNV	UNV	UNV	35:59:09	39:03:25						
Radio Transmissions						10498	8985	9428						

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

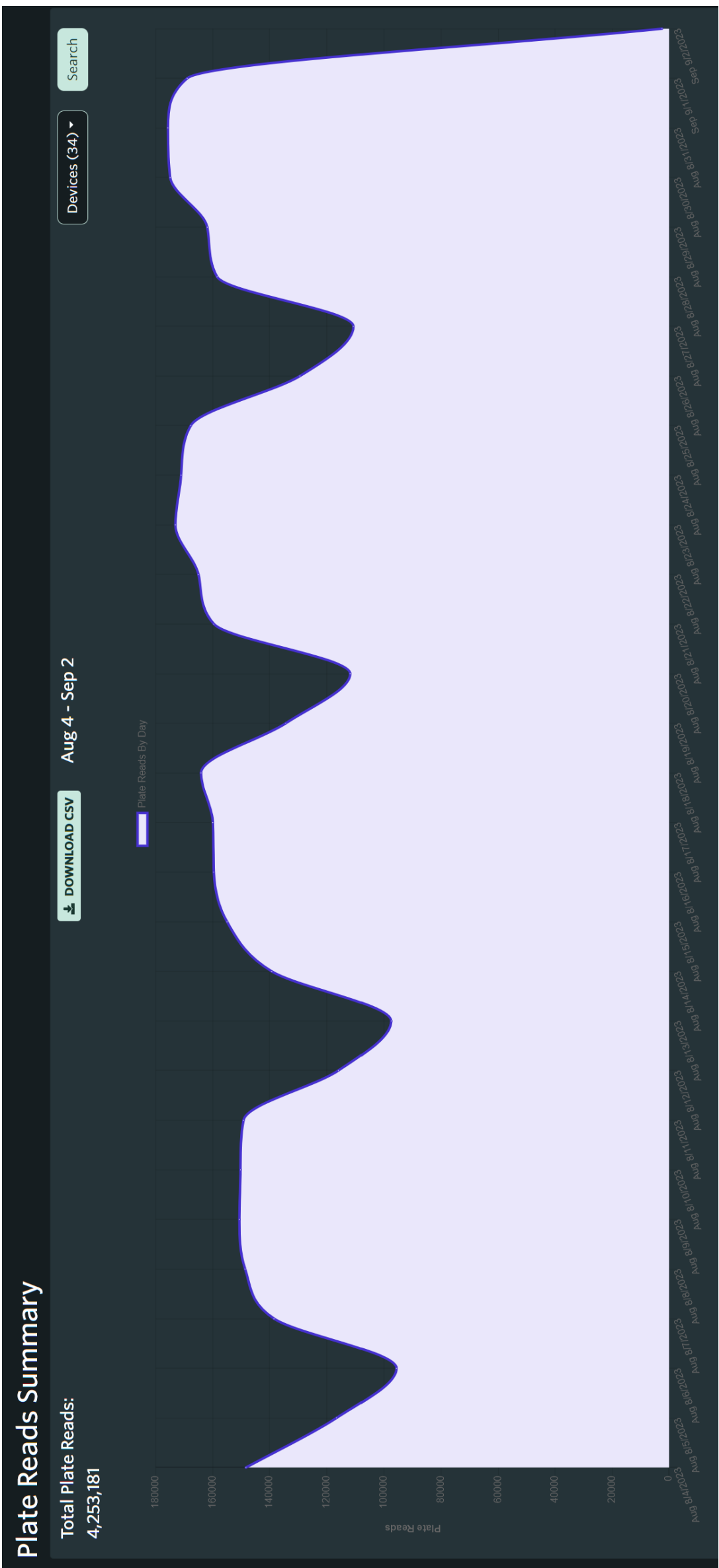


August 2023 ALPR REPORT



Total Plate Reads, Incl's multiple reads of same plate
Number of Unique Plates Read – Total without repeats
Number of Hits/Alerts - All 14 possible categories
Number of Hits/Alerts of the 6 monitored categories
Number of Sex Offender Hits (not monitored live)
Summary Report
Total Hits-Reads/total vehicles passed by each camera

2023 ALPR Data Report



Unique Plate Reads Summary

Total Unique Plate Reads:
583,801

↓ DOWNLOAD CSV

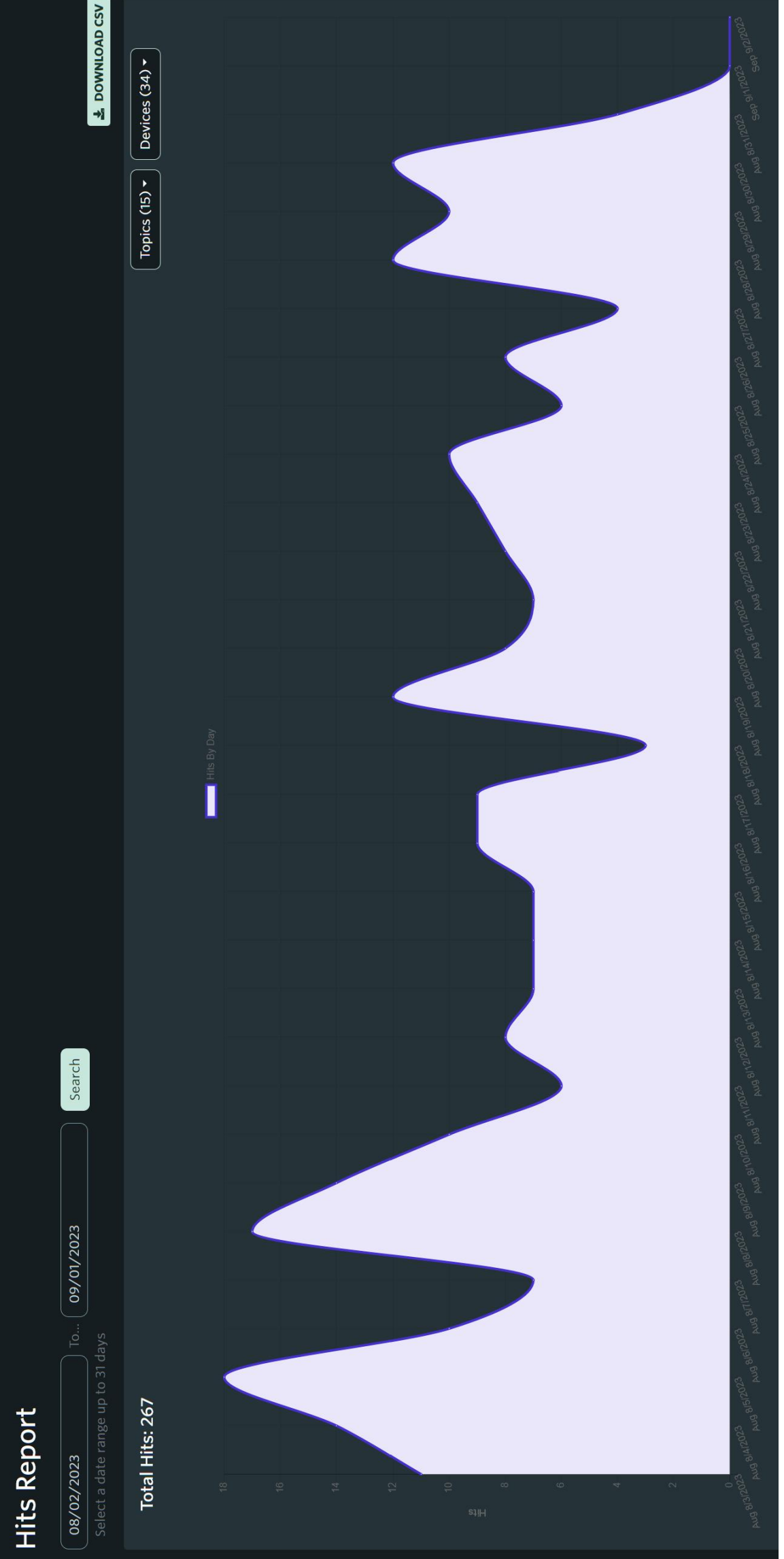
Aug 4 - Sep 2

Search

Devices (34) ▾



All Categories



Top 7 Categories

Hits Report

08/02/2023 To... 09/01/2023 Search

Select a date range up to 31 days

DOWNLOAD CSV

Topics (7) ▾

Devices (34) ▾

Total Hits: 112



Sex Offenders

Hits Report

08/02/2023

To...

09/01/2023

Search

Select a date range up to 31 days

DOWNLOAD CSV

Total Hits: 112

Topics (7)

Devices (34)



Summary Report

Insights Dashboard

Plate Reads

4,367,613

[View Details](#)



Searches

505

[View Details](#)



Hot List Hits

268

[View Details](#)



Device Sharing

Shared with
Lewisville TX PD,
Phoenix AZ PD,
and 119 others

Access Levels
Search
Hotlist Tool Access

[EDIT DEVICE SHARING](#)

Device Status

34 / 34 
Devices Online

[← Previous Device](#)

Device Name
#01 Inbound, Riverview Way, EB

Battery
100%

Latency
15 s

[Next Device >](#)

- #1 Gessner S/B at Frostwood
- #2 Memorial E/B at Gessner
- #3 NO ALPR - Future Location
- #4 Memorial N/B at Briar Forrest
- #5 Bunker Hill S/B at Taylorcrest
- #6 Taylorcrest W/B at Flintdale
- #7 Memorial E/B at Briar Forrest
- #8 2200 S. Piney Point N/B
- #9 N. Piney Point N/B at Memorial
- #10 Memorial E/B at San Felipe
- #11 Greenbay E/B Piney Point
- #12 Piney Point S/B at Gaylord
- #13 Gessner N/B at Bayou
- #14 Beinhorn W/B at Pipher

- #15 Hunters Creek Drive S/B at I-10
- #16 Memorial W/B at Creekside
- #17 Memorial W/B at Voss
- #18 Memorial E/B at Voss
- #19 S/B Voss at Old Voss Ln 1
- #20 S/B Voss at Old Voss Ln 2
- #21 N/B Voss at Magnolia Bend Ln 1
- #22 N/B Voss at Magnolia Bend Ln 2
- #23 W/B San Felipe at Buffalo Bayou
- #24 N/B Blalock at Memorial
- #25 N/B Bunker Hill at Memorial
- #26 S/B Hedwig at Beinhorn
- #27 Mobile Unit #181
- #28 Mobile Speed Trailer

- #29 Riverbend Main Entrance
- #30 Beinhorn E/B at Voss
- #31 Memorial E/B at Tealwood (new)
- #32 Greenbay W/B at Memorial
- #33 Strey N/B at Memorial

Private Systems monitored by MVPD

US COINS - I-10 Frontage Road
 Memorial Manor NA Lindenwood/Memorial

Greyton Lane NA
 Calico NA
 Windemere NA
 Mott Lane

Kensington NA
 Stillforest NA

Farnham Park
 Riverbend NA
 Pinewood NA
 Hampton Court

Bridlewood West NA
 N Kuhlman NA
 Longwoods NA
 Memorial City Mall - 22

Yellow = Bunker Hill

Green = Piney Point

Red = Hunters Creek

Blue = MVPD Mobile

Purple = Privately Owned Systems



Hits/Reads By Camera

1	2/248,569	17	4/108,435
2	5/153,702	18	10/137,901
3	See #31	19	8/337,674
4	0/183,026	20	0/210,414
5	0/85,957	21	9/246,774
6	1/71,213	22	10/406,375
7	6/110,813	23	8/287,354
8	1/143,447	24	1/109,973
9	0/86,047	25	1/29,624
10	2/97,203	26	1/51,616
11	0/8,423	27	4/102,919
12	2/214,422	28	2/43,657
13	15/309,679	29	0/7,204
14	0/100,764	30	0/68,281
15	0/7,416	31	2/169,171
16	5/60,113	32	0/49,289
		33	0/1,165
		34	1/5,692
			Total Reads – 4,253,181
			Unique Reads – 583,801
			Hits- 267
			7 Top Hit 112
			• Hotlist - 7
			• Stolen Vehicle
			• Stolen Plate
			• Gang Member
			• Missing
			• Amber
			• Priority Restraining Order
			Recoveries - 7

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

Building Official Monthly Report

Prepared Sept. 5, 2023 for the Sept. 26, 2023 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for Aug. 2023.

Thank You,

Henry Rivas
Building Official



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	47	\$35,397	3	20	\$4,025	41	\$7,345	108	\$46,507	\$8,192,246
August	28	\$57,515	3	18	\$3,005	46	\$7,345	92	\$67,865	\$10,031,271
September	32	\$63,269	5	27	\$5,350	38	\$7,540	97	\$76,159	\$12,899
October	27	\$5,040	0	18	\$3,400	39	\$8,330	84	\$16,770	\$1,326,733
November	32	\$28,486	1	17	\$3,520	32	\$5,895	81	\$37,901	\$3,984,972
December	16	\$10,104	0	11	\$2,430	30	\$4,665	57	\$17,199	\$2,064
Total	386	\$392,230	23	257	\$50,553	492	\$86,650	1,135	\$529,163	\$55,154,414

City of Hunters Creek Village
Permit Activity Report (Issued) - 2023

Month	Building			Electrical		Mech & Plumbing		Total		Valuation
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	\$
January	22	\$31,336	2	13	\$2,780	35	\$5,495	72	\$39,611	\$6,969,090
February	23	\$29,700	1	14	\$2,520	44	\$7,780	81	\$40,000	\$7,321,012
March	19	\$4,366	0	18	\$3,715	46	\$8,083	83	\$16,164	\$1,575,457
April	26	\$19,632	1	19	\$3,215	29	\$5,560	74	\$28,407	\$6,897,879
May	28	\$8,226	0	15	\$2,630	35	\$7,025	78	\$17,881	\$2,530,920
June	39	\$47,189	3	20	\$4,160	45	\$8,530	102	\$59,879	\$11,302,785
July	30	\$5,141	0	18	\$3,425	37	\$7,430	85	\$15,996	\$1,896,376
August	32	\$36,800	3	17	\$3,700	41	\$8,730	90	\$49,230	\$7,393,723
September										
October										
November										
December										
Total	219	\$182,390	10	134	\$26,145	312	\$58,633	665	\$267,169	\$45,887,242

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	218	197	90.4	21	9.6	
August	215	205	95.3	10	4.7	
September	274	256	93.4	18	6.6	
October	210	191	91.0	19	9.0	
November	179	155	86.6	24	13.4	
December	161	141	87.6	20	12.4	
Total	2589	2358	90.9	231	9.1	

City of Hunters Creek Village Inspection Activity Report - 2023						
	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed	
Month						
January	187	152	81.2	35	18.7	
February	174	147	84.2	27	15.5	
March	236	226	96.1	9	3.8	
April	154	131	85.1	23	14.9	
May	175	150	85.7	25	14.2	
June	175	154	85.8	21	12.0	
July	246	199	80.9	47	19.1	
August	250	195	78.0	61	24.4	
September						
October						
November						
December						
Total	1597	1354	84.6	248	15.3	

Inspections with Odometer Readings, by Inspector and Vehicle

Sep 5, 2023 10:25 AM
Henry Rivas
City of Hunters Creek Village

Date Range (inclusive): **Tue Aug 01 2023 to Thu Aug 31 2023**
Inspection Department: **Building Permit Inspections**

BBG Consulting, Inc (BBG)									
Odometer	Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Fee?	Result	Correction	Notes
Vehicle ID:									
	202200282	10606 Gawain Ln	P Final	8/1/23			Yes	NC	Disapproved - No hot water. No water at master tub.
	202300118	10818 ROARING BROOK LN	M Final	8/1/23			No	Pass	
	202300435	773 Pifer Rd	P Final	8/1/23			Yes	NC	Disapproved - door alarms not installed
	202300510	674 SHARTLE CIR	E Rough	8/1/23	Y		No	Pass	[Entered 7/21/2023 by BBG]: Disapproved; not ready
	202300581	10922 ROARING BROOK LN	FD Steel	8/1/23			No	Pass	
	202300585	860 Country Ln	M Rough	8/1/23	Y		Yes	NC	Disapproved - no access; not home [Entered 7/25/2023 by BBG]: Disapproved - Exhaust fan vent must terminate to exterior [Entered 7/24/2023 by BBG]: Disapproved - no access; no answer at door
	202300594	521 WELLESLEY DR	FD Steel	8/1/23			No	Pass	

	202200565	13 SLEEPY OAKS CIR	P Final	8/2/23		Yes	NC	Disapproved - Driveway gate does not self-close and latch.
	202300474	10721 SHALLOWBROOK LN	Gas Test	8/2/23		No	Pass	
	202300523	770 Pifer Road	P UnderG	8/2/23	Y	No	Pass	[Entered 7/28/2023 by BBG]: Disapproved - no access; code did not work (Code: 5 and 12 together)
	202300523	770 Pifer Road	P GL & GT	8/2/23	Y	No	Pass	[Entered 7/28/2023 by BBG]: Disapproved - no access; code did not work (Code: 5 and 12 together)
	202300575	1125 Riverbend Drive	P UnderG	8/2/23		No	Pass	
	202300575	1125 Riverbend Drive	P GL & GT	8/2/23		No	Pass	
	202300581	10922 ROARING BROOK LN	E Underg	8/2/23		No	Pass	
	202300581	10922 ROARING BROOK LN	TCI	8/2/23		No	Pass	
	202300581	10922 ROARING BROOK LN	E Final	8/2/23		No	Pass	
	202300582	10922 ROARING BROOK LN	P UnderG	8/2/23		No	Pass	
	202300582	10922 ROARING BROOK LN	P Final	8/2/23		No	Pass	
	202300582	10922 ROARING BROOK LN	P GL & GT	8/2/23		No	Pass	
	202300585	860 Country Ln	M Rough	8/2/23	Y	No	Pass	[Entered 8/1/2023 by BBG]: Disapproved - no access; not home [Entered 7/25/2023 by

								BBG]: Disapproved - Exhaust fan vent must terminate to exterior [Entered 7/24/2023 by BBG]: Disapproved - no access; no answer at door
	202300587	674 SHARTLE CIR	M Rough	8/2/23		No	Pass	
	202300588	10602 Tarleton Drive	F Final	8/2/23		No	Pass	
	202300595	10606 Gawain Ln	F Post Hole	8/2/23		No	Pass	
	202200279	10830 ROARING BROOK LN	M Hood V	8/3/23		No	Pass	
	202201004	335 Voss Rd	P Final	8/3/23		Yes	NC	Disapproved - no access; driveway gate locked
	202300435	773 Pifer Rd	P Final	8/3/23	Y	No	Pass	[Entered 8/1/2023 by BBG]: Disapproved - door alarms not installed
	202300504	203 Fleetway Dr	M Hood V	8/3/23		Yes	NC	Disapproved - not installed
	202300603	210 Glennville Court	M Final	8/3/23		No	Pass	
	202300615	10243 Pineland Drive	P Final	8/3/23		No	Pass	
	202300616	780 Kuhlman Rd	FD Steel	8/3/23		Yes	NC	Disapproved - Must be 18 inches from wall surface
	202200282	10606 Gawain Ln	P Final	8/4/23	Y	No	Pass	[Entered 8/1/2023 by BBG]: Disapproved - No hot water. No water at master tub.
	202300000	674 SHARTLE CIR	Frame	8/4/23		No	Pass	

	202300343	517 WELLESLEY DR	P Steel/Piping	8/4/23		No	Pass	
	202300473	10721 SHALLOWBROOK LN	E Underg	8/4/23		No	Pass	
	202300479	423 THAMER LN	Gas Test	8/4/23		No	Pass	
	202300521	1 Smithdale Ct	E Rough	8/4/23		No	Pass	
	202300610	8323 CHESHIRE VALE ST	E Rough	8/4/23		No	Pass	
	202300612	10726 Marsha Lane	P UnderG	8/4/23		No	Pass	
	202300612	10726 Marsha Lane	P Sewer	8/4/23		No	Pass	
	202300612	10726 Marsha Lane	P Final	8/4/23		No	Pass	
	202200678	215 Bryn Mawr Circle	P TO/Rough	8/7/23		No	Pass	
	202300130	10818 ROARING BROOK LN	E Final	8/7/23		No	Pass	
	202300154	10606 Gawain Ln	Gas Test	8/7/23		No	Pass	
	202300154	10606 Gawain Ln	P Rgh/P-T/VCBK	8/7/23		No	Pass	
	202300443	8315 Hunters Creek Dr	FD-Piers	8/7/23		No	Pass	
	202300476	1122 Riverbend Drive	Frame	8/7/23		Yes	PPass	
	202300520	1122 RIVER BEND DR	E Rough	8/7/23		Yes	NC	Disapproved-Work not completed
	202300527	10606 Gawain Ln	YD Final	8/7/23		No	Pass	
	202300560	10420 Memorial Drive	ET-Pole	8/7/23		No	Pass	
	202300297	660 SHARTLE CIR	E Final	8/8/23		No	Pass	
	202300360	8447 Hunters Creek Dr	P Final	8/8/23		Yes	NC	Disapproved - Gates, do not self-close and latch. No door alarms
	202300410	860 Country Ln	Insulation	8/8/23		No	Pass	
	202300443	8315 Hunters Creek Dr	FD-Piers	8/8/23		No	Pass	
	202300484	1122 Riverbend Drive	P TO/Rough	8/8/23		Yes	PPass	
	202300488	8447 Hunters Creek Dr	YD Final	8/8/23		No	Pass	
	202300504	203 Fleetway Dr	M Hood V	8/8/23	Y	No	Pass	[Entered 8/3/2023 by

									BBG]: Disapproved - not installed
	202200565	13 SLEEPY OAKS CIR	P Final	8/9/23	Y	No	Pass		[Entered 8/2/2023 by BBG]: Disapproved - Driveway gate does not self-close and latch.
	202300468	770 Pifer Road	E Underg	8/9/23		No	Pass		
	202300468	770 Pifer Road	TCI	8/9/23		No	Pass		
	202300538	946 Boros Drive	E Underg	8/9/23		No	Pass		
	202300538	946 Boros Drive	TCI	8/9/23		No	Pass		
	202300564	10802 Oak Hollow St	P Layout	8/9/23		No	Pass		
	202300621	780 Kuhlman Rd	P UnderG	8/9/23		No	Pass		
	202300621	780 Kuhlman Rd	P GL & GT	8/9/23		No	Pass		
	202200668	10922 ROARING BROOK LN	P Final	8/10/23		No	Pass		
	202200668	10922 ROARING BROOK LN	P Rgh/P- T/VCBK	8/10/23		No	Pass		
	202200864	702 Camelot Lane	Gas Test	8/10/23		No	Pass		
	202300364	3 Stage Stop Circle	M Hood V	8/10/23		No	Pass		
	202300402	671 SHARTLE CIR	P Deck S	8/10/23		No	Pass		
	202300421	423 THAMER LN	P Deck S	8/10/23		No	Pass		
	202300562	10803 Timberglen Dr	P Layout	8/10/23		Yes	NC		Disapproved - Verify distance from overhead powerlines to water surface
	202300564	10802 Oak Hollow St	FD-Piers	8/10/23		Yes	NC		Failed - Piers not done and no one on site.
	202300631	1 Smithdale Ct	M Hood V	8/10/23		No	Pass		
	202300636	889 Country Ln	P Layout	8/10/23		No	Pass		
	202300639	702 Camelot Lane	DW Steel	8/10/23		No	Pass		
	202300054	702 Saddlewood Lane	H-Strap	8/11/23		Yes	PPass		
	202300520	1122 RIVER BEND DR	E Rough	8/11/23	Y	No	Pass		[Entered 8/7/2023 by BBG]:

								Disapproved- Work not completed
	202300623	10606 Fairlane Drive	E Rough	8/11/23		No	Pass	
	202300624	521 Wellesley Drive	P UnderG	8/11/23		No	Pass	
	202300624	521 Wellesley Drive	P GL & GT	8/11/23		No	Pass	
	202300641	551 Three Corners Drive	P Layout	8/11/23		No	Pass	
	202100636	614 Hunters Grove Lane	Bld-Final	8/14/23		No	Pass	
	202200724	10922 ROARING BROOK LN	E Final	8/14/23		No	Pass	
	202200822	614 Hunters Grove Lane	P Final	8/14/23		No	Pass	
	202200866	614 Hunters Grove Lane	E Final	8/14/23		No	Pass	
	202300332	10417 MEMORIAL DR	P Final	8/14/23		No	Pass	
	202300332	10417 MEMORIAL DR	P Rgh/P-T/VCBK	8/14/23		No	Pass	
	202300416	10721 SHALLOWBROOK LN	P Deck S	8/14/23		No	Pass	
	202300593	4 SADDLE CRK	E Underg	8/14/23		No	Pass	
	202300593	4 SADDLE CRK	E Rough	8/14/23		No	Pass	
	202300597	5 GLENDENNING LN	Re-Roof	8/14/23		No	Pass	
	202300618	8315 Hunters Creek Dr	P UnderG	8/14/23		No	Pass	
	202300644	810 Saddlewood Lane	P TO/Rough	8/14/23		No	Pass	
	202300644	810 Saddlewood Lane	Shower Pan	8/14/23		No	Pass	
	202300320	628 SHARTLE CIR	YD Trench	8/15/23	Y	No	Pass	[Entered 8/1/2023 by henry]: Fail; Area drains shall tie into public storm system.
	202300580	628 SHARTLE CIR	P-Trap	8/15/23	Y	No	Pass	[Entered 8/1/2023 by henry]: Fail; Back wash shall

								tie into sanitary.
	202300599	10688 Beinhorn Rd	TCI	8/15/23		No	Pass	
	202300599	10688 Beinhorn Rd	E Final	8/15/23		No	Pass	
	202300600	10688 Beinhorn Rd	P Final	8/15/23		No	Pass	
	202300600	10688 Beinhorn Rd	P GL & GT	8/15/23		No	Pass	
	202300606	10902 Long Shadow Ln	P UnderG	8/15/23		No	Pass	
	202300606	10902 Long Shadow Ln	P Final	8/15/23		No	Pass	
	202300622	10721 SHALLOWBROOK LN	E Underg	8/15/23		No	Pass	
	202300633	660 SHARTLE CIR	P UnderG	8/15/23		Yes	NC	Disapproved-Everything is covered, unable to inspect
	202300116	11 River Cir	P Sewer	8/16/23		No	Pass	
	202300564	10802 Oak Hollow St	P Steel/Piping	8/16/23		No	Pass	
	202300627	1108 River Glyn	E Underg	8/16/23		No	Pass	
	202300651	203 Fleetway Dr	P Layout	8/16/23		No	Pass	
	202300652	671 SHARTLE CIR	DW Steel	8/16/23		No	Pass	
	202300095	10818 ROARING BROOK LN	P Final	8/17/23		No	Pass	Approved - Note: need vacuum breaker on hose bibs
	202300604	750 Pifer Road	M Final	8/17/23		Yes	NC	Disapproved - no access
	202300609	1 Inwood Oaks Dr	Demo F	8/17/23		Yes	NC	Disapproved - Still needs to remove debris
	202300620	329 Shasta Drive	F Post Hole	8/17/23		No	Pass	
	202300634	510 HUNTERWOOD DR	YD Trench	8/17/23		No	Pass	
	202300634	510 HUNTERWOOD DR	YD Final	8/17/23		No	Pass	
	202300636	889 Country Ln	P Steel/Piping	8/17/23		No	Pass	

	202201050	844 KUHLMAN RD	E Rough	8/18/23		No	Pass	
	202300046	702 Camelot Lane	M Hood V	8/18/23		No	Pass	
	202300267	714 HUNTERS GROVE LN	YD Trench	8/18/23		No	Pass	
	202300287	10606 Gawain Ln	E Final	8/18/23		No	Pass	
	202300411	10417 MEMORIAL DR	E Final	8/18/23		No	Pass	
	202300476	1122 Riverbend Drive	H-Strap	8/18/23		No	Pass	
	202300656	10721 SHALLOWBROOK LN	P UnderG	8/18/23		No	Pass	
	202300656	10721 SHALLOWBROOK LN	P GL & GT	8/18/23		No	Pass	
	202200528	702 Camelot Lane	E TCI	8/21/23	Y	No	Pass	[Entered 7/12/2023 by BBG]: Disapproved - TCI - not ready
	202201052	825 Saddlewood Ln	Shower Pan	8/21/23		No	Pass	
	202300197	10610 N Evers Park Drive	P TO/Rough	8/21/23		No	Pass	
	202300595	10606 Gawain Ln	F Final	8/21/23		No	Pass	
	202300596	10619 Fairlane Drive	F Final	8/21/23		No	Pass	
	202300630	8323 CHESHIRE VALE ST	P TO/Rough	8/21/23		Yes	NC	Disapproved - no water test
	202300637	10610 S EVERS PARK DR	Re-Roof	8/21/23		No	Pass	
	202300649	713 Camelot Lane	FD-Piers	8/21/23		No	Pass	
	202200253	10922 ROARING BROOK LN	P Final	8/22/23		No	Pass	
	202200935	10902 Wickwild St	E Underg	8/22/23	Y	No	Pass	
	202300154	10606 Gawain Ln	P Final	8/22/23		No	Pass	
	202300360	8447 Hunters Creek Dr	P Final	8/22/23	Y	No	Pass	[Entered 8/8/2023 by BBG]: Disapproved - Gates, do not self-close and latch. No door alarms
	202300617	8323 CHESHIRE VALE ST	M Rough	8/22/23		No	Pass	

	202300646	651 Shartle Circle	DW Steel	8/22/23		No	Pass	
	202200862	771 Kuhlman Rd	Gas Test	8/23/23		Yes	NC	Disapproved - no pressure on gauge
	202300575	1125 Riverbend Drive	P Final	8/23/23		No	Pass	
	202300594	521 WELLESLEY DR	E Underg	8/23/23		No	Pass	
	202300594	521 WELLESLEY DR	TCI	8/23/23		No	Pass	
	202300619	10606 Fairlane Drive	M Rough	8/23/23		No	Pass	
	202300621	780 Kuhlman Rd	P Final	8/23/23		No	Pass	
	202300630	8323 CHESHIRE VALE ST	P TO/Rough	8/23/23	Y	No	Pass	[Entered 8/21/2023 by BBG]: Disapproved - no water test
	202300641	551 Three Corners Drive	P Steel/Piping	8/23/23		No	Pass	
	202201090	10606 Gawain Ln	P Final	8/24/23		Yes	NC	Disapproved-Driveway gate swings wrong way. Side gate does not self close and latch. No door alarms installed.
	202201119	10417 MEMORIAL DR	P Final	8/24/23		No	Pass	
	202300000	674 SHARTLE CIR	Insulation	8/24/23		No	Pass	
	202300036	10818 ROARING BROOK LN	Bld-Final	8/24/23		No	NC	Disapproved - Insulation-Batt insulation missing in several areas Disapproved-Building Final-All other inspections must pass before final

	202300036	10818 ROARING BROOK LN	Insulation	8/24/23	Y	Yes	NC	Disapproved - Insulation-Batt insulation missing in several areas Disapproved-Building Final-All other inspections must pass before final [Entered 3/1/2023 by BBG]:
	202300538	946 Boros Drive	E Final	8/24/23		No	Pass	
	202300633	660 SHARTLE CIR	P UnderG	8/24/23	Y	No	Pass	[Entered 8/15/2023 by BBG]: Disapproved-Everything is covered, unable to inspect
	202300673	517 Ripple Creek Dr	P UnderG	8/24/23		No	Pass	
	202300673	517 Ripple Creek Dr	Gas Test	8/24/23		No	Pass	
	202200279	10830 ROARING BROOK LN	M Final	8/25/23		No	Pass	
	202200862	771 Kuhlman Rd	Gas Test	8/25/23	Y	No	Pass	[Entered 8/23/2023 by BBG]: Disapproved - no pressure on gauge
	202300243	10622 Gawain Lane	M Hood V	8/25/23		No	Pass	
	202300267	714 HUNTERS GROVE LN	YD Final	8/25/23		No	Pass	
	202300443	8315 Hunters Creek Dr	Foundation	8/25/23		No	Pass	
	202300574	946 Boros Drive	P Final	8/25/23		No	Pass	
	202300587	674 SHARTLE CIR	M Hood V	8/25/23		No	Pass	
	202300616	780 Kuhlman Rd	E Final	8/25/23		No	Pass	
	202300635	11 River Cir	E Rough	8/25/23		No	Pass	

	202300658	5 Long Timbers Trail	F Post Hole	8/25/23		No	Pass	
	202300660	906 BOROS DR	P TO/Rough	8/25/23		No	Pass	
	202300664	4 SADDLE CRK	Gas Test	8/25/23		No	Pass	
	202300664	4 SADDLE CRK	VCBK	8/25/23		No	Pass	
	202300664	4 SADDLE CRK	P-Trap	8/25/23		No	Pass	
	202300678	10815 Briar Branch Ln	E Final	8/25/23		No	Pass	
	202300239	514 Wellesley Drive	E Underg	8/28/23		No	Pass	
	202300446	7607 RIVER POINT DR	W Final	8/28/23		No	Pass	
	202300620	329 Shasta Drive	F Final	8/28/23		No	Pass	
	202300687	651 Shartle Circle	P TO/Rough	8/28/23		No	Pass	
	202100853	10830 ROARING BROOK LN	E Final	8/29/23		No	Pass	
	202200403	671 SHARTLE CIR	Gas Test	8/29/23		No	Pass	
	202300068	10618 Gawain Ln	M Hood V	8/29/23		No	Pass	
	202300068	10618 Gawain Ln	M Final	8/29/23		No	Pass	
	202300071	203 Fleetway Dr	Insulation	8/29/23		No	Pass	
	202300222	820 OAK VALLEY DR	DW Steel	8/29/23		No	Pass	
	202300445	7607 RIVER POINT DR	DW Final	8/29/23		No	Pass	
	202300651	203 Fleetway Dr	P Steel/Piping	8/29/23		No	Pass	
	202300683	651 Shartle Circle	E Rough	8/29/23		No	Pass	
	202300685	713 Camelot Lane	P UnderG	8/29/23		No	Pass	
	202300685	713 Camelot Lane	P Sewer	8/29/23		No	Pass	
	202300686	10902 Long Shadow Ln	E Rough	8/29/23		No	Pass	
	202300243	10622 Gawain Lane	M Final	8/30/23		Yes	NC	Disapproved-Furnace is not started up. Gas is off.
	202300557	10622 Gawain Lane	DW Steel	8/30/23		No	Pass	
	202300667	713 Camelot Lane	ET-Pole	8/30/23		No	Pass	
	202300681	10902 Long Shadow Ln	Shower Pan	8/30/23		No	Pass	
	202300681	10902 Long Shadow Ln	P Final	8/30/23		No	Pass	

	202201108	106 Willowend Dr	P Final	8/31/23		No	NC	Disapproved - no access
	202300036	10818 ROARING BROOK LN	Insulation	8/31/23	Y	No	Pass	[Entered 8/24/2023 by BBG]: Disapproved - Insulation-Batt insulation missing in several areas Disapproved-Building Final-All other inspections must pass before final [Entered 3/1/2023 by BBG]:
	202300036	10818 ROARING BROOK LN	Bld-Final	8/31/23	Y	No	Pass	[Entered 8/24/2023 by BBG]: Disapproved - Insulation-Batt insulation missing in several areas Disapproved-Building Final-All other inspections must pass before final
	202300232	10622 Gawain Lane	E Final	8/31/23		No	Pass	
	202300351	10830 ROARING BROOK LN	DW Final	8/31/23		Yes	NC	Disapproved - not ready for final
	202300352	10830 ROARING BROOK LN	F Final	8/31/23		No	Pass	Approved Pending letter for post holes
	202300627	1108 River Glyn	E Rough	8/31/23		No	Pass	Approved - Add nail

								guards as needed
	202300633	660 SHARTLE CIR	Gas Test	8/31/23		Yes	NC	Disapproved-need gas test
	202300633	660 SHARTLE CIR	P Final	8/31/23		No	NC	Disapproved-need all other inspections to pass prior
	202300633	660 SHARTLE CIR	VCBK	8/31/23		No	NC	
	202300653	257 Bryn Mawr Circle	M Final	8/31/23		No	Pass	Approved-Secure electrical conduit at small condenser
	202300672	10810 Pine Bayou St	P Final	8/31/23		No	Pass	

Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection
203			0	0.0

Henry Rivas (henry)

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

Vehicle ID:

	202300320	628 SHARTLE CIR	YD Trench	8/1/23		No	NC	Fail; Area drains shall tie into public storm system.
	202300340	628 SHARTLE CIR	FD-Piers	8/1/23		No	Pass	
	202300340	628 SHARTLE CIR	Foundation	8/1/23		No	Pass	
	202300422	502 Thamer Lane	Foundation	8/1/23	Y	No	Pass	[Entered 7/31/2023 by henry]: Fail; 1. Seal all openings in poly. 2. Missing poly in perimeter beams 3. Missing chairs for alla steel. 4. Plumbing

								pipes at the rear of the form are sloped incorrectly. 5. Mastic plumbing pipe at right rear.
	202300580	628 SHARTLE CIR	P-Trap	8/1/23		No	NC	Fail; Back wash shall tie into sanitary.
	202300524	642 Hedwig Road	E Final	8/2/23		No	Pass	
	202300525	642 Hedwig Road	P Final	8/2/23		No	Pass	
	202300381	879 Country Ln	Frame	8/3/23		No	Pass	
	202300410	860 Country Ln	H-Strap	8/4/23		No	Pass	
	202300410	860 Country Ln	Frame	8/4/23		No	Pass	
	202200890	10417 MEMORIAL DR	Bld-Final	8/7/23	Y	No	Pass	[Entered 7/24/2023 by henry]: Fail; 1. Finish grading the lot 2. Missing shower door in master bath 3. missing a landing on the exit door on the right side of house 4. Missing insulation on pool water line and irrigation water line 5. Provide a 2" min. clearance from the combustibles on furnace flue pipes.
	202300616	780 Kuhlman Rd	FD Steel	8/7/23	Y	No	Pass	[Entered 8/3/2023 by BBG]: Disapproved

								- Must be 18 inches from wall surface
	202300566	215 VOSS RD	F Post Hole	8/8/23	Y	No	Pass	
	202100383	13 SLEEPY OAKS CIR	Bld-Final	8/10/23	Y	No	NC	Fail; 1. Minimum 7 trees with minimum 3 in front; Not met. [Must be minimum 6 inch caliper (measured at 12 inches above ambient grade)] [Entered 2/22/2023 by henry]: Partial Pass for TCO. [Entered 2/6/2023 by henry]: Not Ready for TCO. [Entered 2/3/2023 by BBG]: Disapproved - This property is not ready for final there is a lot of construction still on going
	202200233	10606 Gawain Ln	Bld-Final	8/10/23		No	NC	Fail; 1. Need alarms on all openings leading to pool 2. Provide permanent address.
	202300083	13 SLEEPY OAKS CIR	F Final	8/10/23	Y	No	NC	Fail; 1. Fence post is

								obstructing the working clearance of an electrical panel on the right side yard. [Entered 2/24/2023 by henry]: Fail; 1. Gates shall be self closing and self latching that lead to pool area. 2. Missing driveway gate
	202300126	13 SLEEPY OAKS CIR	YD Final	8/10/23		No	Pass	
	202300252	10606 Gawain Ln	DW Final	8/10/23		No	Pass	
	202200233	10606 Gawain Ln	Bld-Final	8/11/23	Y	No	PPass	Pass for Temp C.O. [Entered 8/10/2023 by henry]: Fail; 1. Need alarms on all openings leading to pool 2. Provide permanent address.
	202300456	1 Smithdale Ct	Frame	8/11/23		No	Pass	
	202300456	1 Smithdale Ct	Insulation	8/11/23		No	Pass	
	202200431	660 SHARTLE CIR	Bld-Final	8/16/23	Y	No	NC	Fail; [Entered 7/26/2023 by henry]: Fail; 1. Finish down spouts behind detached garage and

in front
garage
2. Missing
required
trees.
3. Missing
driveway
gate
Ok for Temp
CO

[Entered
7/25/2023 by
henry]:
Fail;
1. Grading
not complete
2. Driveway
gates not
installed
3. Gutters
not finished
right side
and rear
garage
4. Not
enough trees
[1 tree rear
yard and 2
trees in front
yard; need
minimum 7
with
minimum 3 in
front]
5. Fire place
hearth not
complete
6. Provide
catwalk to
equipment
on left side of
attic
7. Missing
landing on
exterior exit
for master
bedroom
8. Missing
Thermostats
9. Incorrect
spacing on
stair
ballusters

								10. Provide screw cap on clean-outs and lower 11. Provide alarms on all openings that lead to pool area.
	202300408	627 Hunters Grove Lane	F Post Hole	8/22/23		No	Pass	
	202300218	1005 RIVER BEND DR	FD-Piers	8/23/23		No	Pass	
	202300218	1005 RIVER BEND DR	Foundation	8/23/23		No	Pass	
	202300654	1005 River Bend Drive	M Hood V	8/23/23		No	NC	Fail; Vent hood shall require hard pipe for exhaust
	202300655	1005 River Bend Drive	E Underg	8/23/23		No	Pass	
	202300655	1005 River Bend Drive	E Rough	8/23/23		No	Pass	
	202300663	10930 Long Shadow Ln	P Final	8/23/23		No	Pass	
	202300668	1005 River Bend Drive	Gas Test	8/23/23		No	NC	Fail; Provide riser diagram & Provide specs sheet for flex used in kitchen
	202300668	1005 River Bend Drive	Shower Pan	8/23/23		No	Pass	
	202300314	10606 FAIRLANE DR	Frame	8/24/23		No	NC	Fail; 1. Plans show 2 2x12 beam hip rafters, contractor used engineered product instead and cut ends which is prohibited. Contractor to provide letter from engineer that

								address the cut engineered product. 2. Provide ceiling joist bridging on joist ends. 3. Missing joist hangers in game room area.
	202300314	10606 FAIRLANE DR	Insulation	8/28/23		No	Pass	
	202300314	10606 FAIRLANE DR	Frame	8/28/23	Y	No	NC	Fail; 1. still missing joist hangers [Entered 8/24/2023 by henry]: Fail; 1. Plans show 2 2x12 beam hip rafters, contractor used engineered product instead and cut ends which is prohibited. Contractor to provide letter from engineer that address the cut engineered product. 2. Provide ceiling joist bridging on joist ends 3. Missing joist hangers in game room area
	202300598	500 Saddlewood Lane	Frame	8/28/23		No	Pass	

	202300654	1005 River Bend Drive	M Hood V	8/28/23	Y	No	Pass	[Entered 8/23/2023 by henry]: Fail; Vent hood shall require hard pipe for exhaust
	202300314	10606 FAIRLANE DR	Frame	8/29/23	Y	No	Pass	[Entered 8/28/2023 by henry]: [Entered 8/24/2023 by henry]: Fail; 1. Plans show 2 2x12 beam hip rafters, contractor used engineered product instead and cut ends which is prohibited. Contractor to provide letter from engineer that address the cut engineered product. 2. Provide ceiling joist bridging on joist ends 3. Missing joist hangers in game room area
	202300344	517 WELLESLEY DR	P UnderG	8/29/23		No	Pass	
	202300344	517 WELLESLEY DR	Gas Test	8/29/23		No	Pass	
	202300344	517 WELLESLEY DR	P Rgh/P-T/VCBK	8/29/23		No	Pass	
	202300345	517 WELLESLEY DR	E Underg	8/29/23		No	Pass	

	202300345	517 WELLESLEY DR	E Rough	8/29/23		No	Pass	
	202300677	215 Bryn Mawr Circle	M Rough	8/29/23		No	NC	Fail; 1. Secure air register in utility 2. Missing exhaust duct in pool bath 3. Missing fire place ventalation air intakes
	202300549	8323 CHESHIRE VALE ST	Frame	8/30/23		No	NC	Fail; 1. The family room perimeter wall was re-framed and covered up prior to inspection.
	202300680	501 Ripple Creek Drive	F Final	8/30/23		No	Pass	
	202300695	10911 Pama Circle	P Layout	8/30/23		No	Pass	
	202300677	215 Bryn Mawr Circle	M Rough	8/31/23	Y	No	Pass	[Entered 8/29/2023 by henry]: Fail; 1. Secure air register in utility 2. Missing exhaust duct in pool bath 3. Missing fire plave ventalation air intakes
Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection				
47			0	0.0				

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CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared September 19, 2023 for the September 26th Agenda

A. Lindenwood Signal

1. The signal is operating with some occasional issues we are working out. Still waiting on delayed electrical parts in order to finish.
2. The luminaire issue is being resolved. The light fixtures and the number of lights were both incorrect.
3. The project is within the original budget.

B. Shasta/Pineland Reconstruction

1. Design was accepted by Flood Control.
2. We are currently working on some constructability and value engineering.
3. Plan to be bid ready by next month.

C. Outfall Rehabilitation and Repairs

1. All work is substantially complete. Private property surface restoration still ongoing.
2. Some changes occurred at the Kuhlman outfall that required additional work. There is a change order on the agenda for consideration.
3. The project will be complete within the month upon approval of change order.

D. Walwick and Willowron Intersection Improvements

1. We had ten bidders for the project. Bid opening was on August 24th.
2. The Engineers Opinion of Probably Construction Cost was \$152,650 and low bidder was \$133,162.50. The low bidder was Complete Contract DBA Bayou Builders.
3. We have an agenda item for your consideration recommending the project be awarded to Bayou Builders.

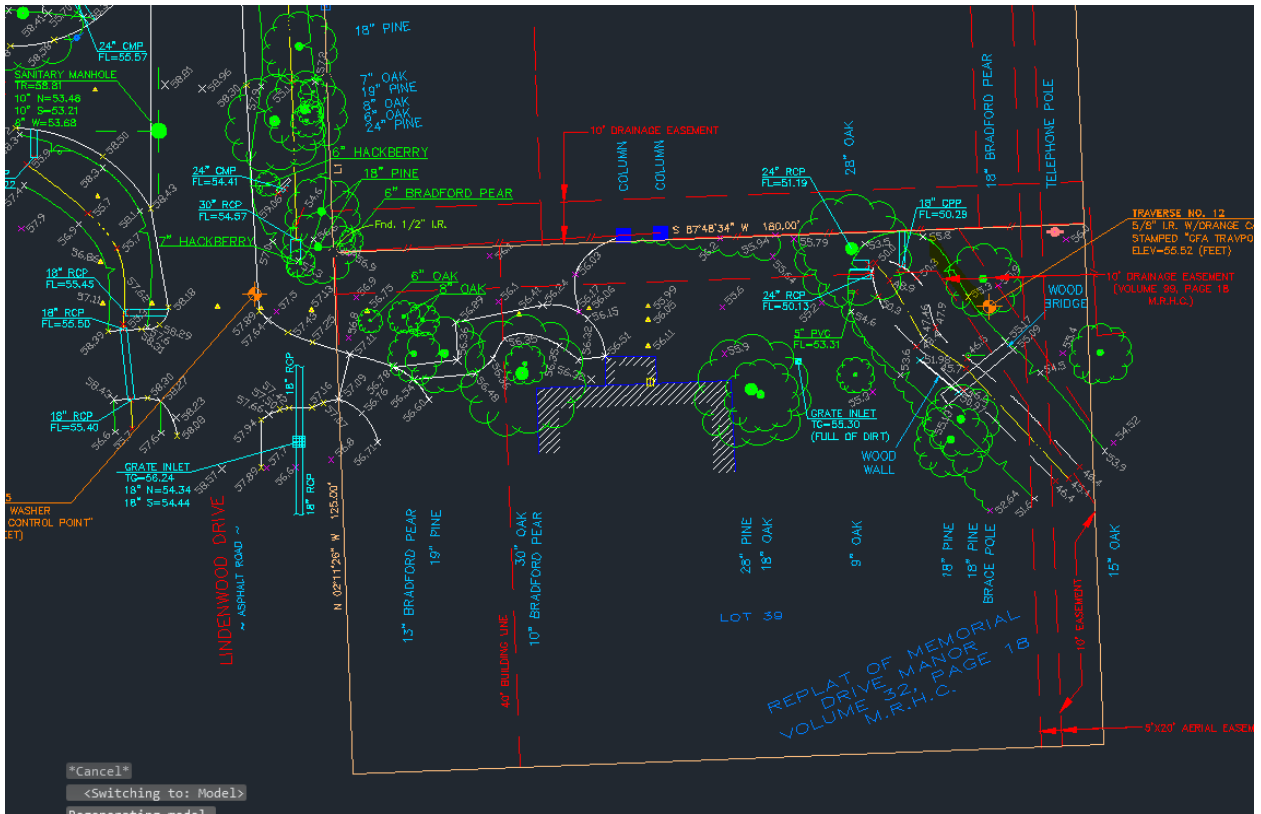
E. Willowend at Walwick Repairs

1. We discussed this issue in September 2021. There is a section of Willowend between Walwick and Wickline that was overlaid with asphalt years ago to correct grades where the pavement settled. The asphalt has worn down and is now trapping water in the street and there is also a panel that has deflected creating a >3-inch lip.
2. There are three components to the repair: First, we need to mill the remaining asphalt until smooth. Second, pressure grout (mud jack) the birdbaths and low spots and last, seal the cracks.
3. We will have proposals for the separate components of work on the agenda for consideration.



F. 322 Lindenwood Outfall (Dodson residence)

1. 322 Lindenwood has an outfall we reconstructed in 2019. It was upsized and lowered for the future Lindenwood/Shasta/Pineland capital projects.
2. Previous Mayor Dodson recently reached out to Tom to request repair of the downstream creek that has meandered outside the drainage easement.
3. A potential solution would be to pipe the section of ditch that is within Hunters Creek City Limits or about 100 ft.



**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
August 22, 2023**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, August 22, 2023, 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 [via teleconference] Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Attorney:	John Hightower
	Assistant to the City Secretary:	Jessica Pierce

- 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 6:01 p.m.

- B. **Brooke Hamilton led the Pledge of Allegiance followed by a prayer by Mayor Pappas.**

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 2024 Proposed Budget (copies are posted on the City's website and on file with the City Secretary). This budget will raise more total property taxes than last year's budget by \$655,214 or 10.23% and of that amount \$103,314 is tax revenue to be raised from new property added to the tax roll this year.

Opened public hearing 6:03 p.m.

No Comments.

Closed public hearing 6:04 p.m.

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

member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.

No Comments.

E. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator, presented this report.**
2. Police Commissioner Monthly Report – **Steve Reichel, Police Commissioner, presented this report.**
3. Fire Commissioner Monthly Report – **Rob Adams, Fire Commissioner, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, Building Official, presented this report.**
5. City Engineer Monthly Report – **Tom Fullen, City Administrator, presented this report.**
6. City Administrator Report – **No Report.**
7. Mayor and Council Reports and Comments – **No Report.**

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 July 25, 2023.
2. Approval of the Cash Disbursement Journal for July 2023.
3. Approval of the 2nd Quarterly Investment Report for 2023.

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

G. REGULAR AGENDA

1. Discussion and possible action to review and update the Municipal Court fines.

Item taken out of order.

Item was tabled.

2. Discussion and possible action to accept the City Administrator's recommendation to contract with the Law Firm of Linebarger Goggan Blair & Sampson, LLP, beginning on January 1, 2024, for the collection of delinquent taxes owed to the City.

Item taken out of order.

Councilmember Marks made a motion to accept the City Administrator's recommendation to contract with the Law Firm of Linebarger Goggan Blair & Sampson, LLP, beginning on January 1, 2024, for the collection of delinquent taxes owed to the City, subject to receiving contract at next month's meeting. Councilmember Cowell seconded the motion and the motion carried unanimously.

3. Discussion and possible action to accept a donation of 12 office chairs from resident, Chuck Henry.

Councilmember Cowell made a motion to accept a donation of 12 office chairs from resident, Chuck Henry. Councilmember Carlton seconded the motion and the motion carried unanimously.

4. Discussion and possible action to approve an extension for new home permit 202100111 at 517 Wellesley Dr.

Councilmember Marks made a motion to approve an extension for new home permit 202100111 at 517 Wellesley Dr for 6 months at 100% of permit fee. Councilmember Cowell seconded the motion and the motion carried unanimously.

5. Discussion and possible action to approve an extension for remodel permit 202100558 at 852 Kuhlman Rd.

Councilmember Marks made a motion to approve an extension for remodel permit 202100558 at 852 Kuhlman Rd for 1 year at 100% of permit fee. Councilmember Knox seconded the motion and the motion carried unanimously.

Councilmember Sapien left at 6:53 p.m.

- 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.

At 7:10 pm the mayor announced that the City Council was recessing into closed executive session under chapter 551 of the Texas Open Meetings Act to deliberate on the following items.

1. Consultation with attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with chapter 551 of the Texas Government Code.

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

Council reconvened into Open Session at 7:55 p.m. No action was taken during executive session.

- J. ADJOURNMENT

At 7:57 p.m., Councilmember Carlton made a motion to adjourn. Councilmember Cowell seconded the motion and the motion carried unanimously. The meeting adjourned at 7:57 p.m.

These minutes were approved on the 26th day of September, 2023.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP DISB ALLEGIANCE-AP POOLED ALLEGIANCE DISBURSEMENT						
0647	AFLAC WORLDWIDE HEADQUARTERS	08/01/2023	Regular	0.00	535.80	34294
000860	AMERICAN NRG SERVICES	08/01/2023	Regular	0.00	429.97	34295
0669	C & D JANITOR SERVICE INC	08/01/2023	Regular	0.00	835.65	34296
000808	CENTERPOINT ENERGY (S)	08/01/2023	Regular	0.00	77.14	34297
000876	CINTAS CORPORATION	08/01/2023	Regular	0.00	103.44	34298
0243	COSTCO MEMBERSHIP	08/01/2023	Regular	0.00	60.00	34299
0150	GARY B MADDOX	08/01/2023	Regular	0.00	500.00	34300
0034	HOME SECURITY SYSTEMS INC	08/01/2023	Regular	0.00	108.00	34301
000919	MEMORIAL VILLAGES POLICE DEPT. - FUEL	08/01/2023	Regular	0.00	853.28	34302
0053	MEMORIAL VILLAGES WATER AUTHORITY	08/01/2023	Regular	0.00	7,241.96	34303
0065	ODP BUSSINESS SOLUTIONS	08/01/2023	Regular	0.00	116.39	34304
0420	PREMIER TREE SERVICE	08/01/2023	Regular	0.00	6,050.00	34305
0025	Rowlen Investments	08/01/2023	Regular	0.00	2,500.00	34306
000815	SAFEbuilt, LLC Lockbox#88135	08/01/2023	Regular	0.00	5,680.00	34307
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	08/01/2023	Regular	0.00	10,199.15	34308
0005	A T & T Phone	08/15/2023	Regular	0.00	977.30	34309
0458	A T & T Phone	08/15/2023	Regular	0.00	715.43	34310
000774	ADAM VOYLES	08/15/2023	Regular	0.00	300.00	34311
000913	ANITA M. JAMES	08/15/2023	Regular	0.00	300.00	34312
0171	CARY M MORAN	08/15/2023	Regular	0.00	2,240.00	34313
0445	CENTURY CONCRETE CONSTRUCTION INC	08/15/2023	Regular	0.00	30,712.50	34314
000876	CINTAS CORPORATION	08/15/2023	Regular	0.00	102.00	34315
0012	COBB FENDLEY	08/15/2023	Regular	0.00	17,871.10	34316
0537	GREEN FOR LIFE	08/15/2023	Regular	0.00	42,769.42	34317
0034	HOME SECURITY SYSTEMS INC	08/15/2023	Regular	0.00	831.60	34318
0641	MARK E EASLEY	08/15/2023	Regular	0.00	300.00	34319
0522	MISTER SWEEPER LP	08/15/2023	Regular	0.00	834.00	34320
000715	NEWTON NURSERIES WEST	08/15/2023	Regular	0.00	222.12	34321
0062	NORTHWEST PEST PATROL	08/15/2023	Regular	0.00	2,568.00	34322
0066	OLSON & OLSON LLP	08/15/2023	Regular	0.00	275.00	34323
000726	PITNEY BOWES (PURCHASE POWER)	08/15/2023	Regular	0.00	208.99	34324
000815	SAFEbuilt, LLC Lockbox#88135	08/15/2023	Regular	0.00	5,360.00	34325
000789	VAN SANT LANDSCAPE MANAGEMENT	08/15/2023	Regular	0.00	9,370.00	34326
0362	VERIZON WIRELESS	08/15/2023	Regular	0.00	38.01	34327

Bank Code AP DISB ALLEGIANCE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	34	34	0.00	151,286.25
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	34	34	0.00	151,286.25

Check Report

Date Range: 08/01/2023 - 08/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP PF ALLEGIANCE-AP POOLED ALLEGIANCE PUBLIC FUNDS						
0654	LORA JEAN D LENZSCH	08/15/2023	Bank Draft	0.00	1,462.50	DFT0000434
000908	PREACTIVE IT SOLUTIONS	08/15/2023	Bank Draft	0.00	1,537.98	DFT0000435
0517-TF	PAYMENT REMITTANCE CENTER	08/20/2023	Bank Draft	0.00	1,765.71	DFT0000437
0127-EA	PAYMENT REMITTANCE CENTER	08/20/2023	Bank Draft	0.00	878.26	DFT0000438

Bank Code AP PF ALLEGIANCE 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	4	4	0.00	5,644.45
EFT's	0	0	0.00	0.00
	4	4	0.00	5,644.45

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	34	34	0.00	151,286.25
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	5,644.45
EFT's	0	0	0.00	0.00
	38	38	0.00	156,930.70

Fund Summary

Fund	Name	Period	Amount
999	POOL	8/2023	156,930.70
			156,930.70



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to consider an ordinance adopting the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2024 and ending December 31, 2024; making appropriations for the city for such year as reflected in the budget; and making certain findings and containing certain provisions relating to the subject. (Roll Call Vote Required).

EXHIBITS: Ordinance

City of Hunters Creek Village

Fiscal Year 2024

Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$655,214, which is a 10.23 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$103,314.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2023-2024	2022-2023
Property Tax Rate:	\$0.205164/100	\$0.194082/100
No-New-Revenue Tax Rate:	\$0.188889/100	\$0.189762/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.188889/100	\$0.189773/100
Voter-Approval Tax Rate:	\$0.205164/100	\$0.203746/100
Debt Rate:	\$0.000000/100	\$0.000000/100

Total debt obligation for City of Hunters Creek Village secured by property taxes:
\$0

**City of Hunters Creek Village
2024 Proposed Budget**

Account	Description	Proposed Budget
Estimated Beginning Fund Balance		\$2,916,041
REVENUES		
100-00-41000	CURRENT AD VALOREM TAXES	\$7,060,801
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	\$325,000
100-00-42044	CREDIT CARD PROCESSING FEES	\$2,000
100-00-43056	EMS REVENUE	\$50,000
100-00-43057	CHILD SAFETY FEES	\$4,000
100-00-43070	METRO RECEIPTS	\$325,000
100-00-44025	TRAFFIC FINES/BONDS	\$150,000
100-00-44027	COURT TECHNOLOGY FUND	\$2,500
100-00-44028	COURT SECURITY FUND	\$3,500
100-00-46030	INTEREST INCOME	\$200,000
100-00-48045	SUBD ST. LIGHTS	\$35,000
100-00-48055	OTHER INCOME	\$10,000
TOTAL REVENUES		\$9,267,801
MAINTENANCE & OPERATION EXPENDITURES		
ADMINISTRATION		
100-01-71000	SALARIES & WAGES	\$644,356
100-01-71001	LONGEVITY	\$6,042
100-01-71002	457b	\$12,887
100-01-71025	TMRS	\$140,663
100-01-71030	PAYROLL TAXES	\$49,782
100-01-71105	INSURANCE BENEFITS	\$129,268
100-01-71107	HRA	\$4,000
100-01-72045	NOTICES & MAILING	\$10,000
100-01-72055	OFFICE SUPPLIES & PRINTING	\$8,500
100-01-72060	TELEPHONE	\$19,100
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	\$5,200
100-01-72108	GEN LIABILITY/PROP/WC INSURANCE	\$24,933
100-01-72109	SURETY BONDS	\$250
100-01-72110	ELECTIONS	\$1,500
100-01-72111	RECORDS MANAGEMENT	\$500
100-01-72112	CODIFICATIONS	\$2,000
100-01-75040	OFFICE EQUIPMENT	\$5,000
100-01-76010	COMPUTER SOFTWARE SERVICES	\$16,207
100-01-78056	BANK FEES (credit card fees)	\$1,000
100-01-78115	PUBLIC RELATIONS	\$15,000
100-01-78116	LOBBYING SERVICES	\$0
TOTAL ADMINISTRATION		\$1,123,188

**City of Hunters Creek Village
2024 Proposed Budget**

Account	Description	Proposed Budget
PROFESSIONAL SERVICES		
100-02-72042	CONSULTING SERVICES	\$25,000
100-02-72085	TAX COLLECTOR/ASSESSOR	\$60,000
100-02-72120	AUDITOR	\$19,293
100-02-72300	LITIGATION	\$25,000
100-02-72310	CITY ATTORNEY	\$50,000
100-02-72502	CITY ENGINEER	\$78,750
100-02-78504	TCEQ PHIII STORMWATER PERMIT	\$5,000
	TOTAL PROFESSIONAL SERVICES	<u>\$263,043</u>
PUBLIC SAFETY		
100-03-72001	VILLAGE FIRE DEPARTMENT	\$2,205,750
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	\$2,622,267
	TOTAL PUBLIC SAFETY	<u>\$4,828,017</u>
PUBLIC WORKS		
100-04-72015	GARBAGE SERVICE	\$606,375
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	\$14,470
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	\$25,000
100-04-72560	LANDSCAPING	\$30,000
100-04-75510	RENTAL/PURCHASE EQUIPMENT	\$10,000
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	\$10,474
100-04-78063	STORM DISASTER FUND	\$300,000
100-04-78540	URBAN FORESTER	\$10,000
100-04-78544	CREDIT CARD PROCESSING FEES	\$3,000
	TOTAL PUBLIC WORKS	<u>\$1,370,919</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	\$65,000
	TOTAL MUNICIPAL COURT	<u>\$117,100</u>

**City of Hunters Creek Village
2024 Proposed Budget**

<u>Account</u>	<u>Description</u>	<u>Proposed Budget</u>
CAPITAL OUTLAY		
100-06-75041	COMPUTER EQUIP. & SOFTWARE	\$8,500
100-06-78064	CAPITAL RESERVE	\$200,000
	TOTAL CAPITAL OUTLAY	\$208,500
	TOTAL EXPENDITURES	\$7,910,767
	Net Income (revenues - expenditures)	\$1,357,034
	Beginning Fund Balance	\$2,916,041
	Ending Fund Balance	\$4,273,075
	Maintenance & Operations Fund Reserve	\$1,852,692
CAPITAL IMPROVEMENTS		
Funds Available for Capital Projects		\$2,420,383
	REFORESTATION PROJECT	\$20,000
	OUTFALL REPAIRS	\$250,000
	STORM SEWER REPAIRS	\$250,000
	SIDEWALK REPLACEMENT	\$35,000
	STREET MAINTENANCE - Recurring	\$200,000
	ESPLANADE BEAUTIFICATION	\$50,000
	RESTRICTED CAPITAL IMPROVEMENT FUND MEMORIAL / VOSS RD LONG-TERM FUND	\$1,615,383
	TOTAL CAPITAL IMPROVEMENTS	\$2,420,383
	Ending Fund Balance	\$1,852,692

ORDINANCE NO. 2023-936

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN THE BUDGET; MAKING CERTAIN FINDINGS AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, on the 25th day of July 2023, the Mayor filed with the City Secretary a proposed budget containing estimates of revenues for the year from all the various sources, together with estimated costs thereof, and estimated amounts of all other proposed expenditures for the City of Hunters Creek Village for the calendar year 2024, which is also the City's fiscal year; and

WHEREAS, pursuant to a motion of the City Council and after notice was published in the Memorial Examiner on August 9th, 2023, as required by law, a public hearing on the budget was held at the regular meeting place of the City Council at the City of Hunters Creek Village City Hall, # 1 Hunters Creek Place, Houston, Texas, on the 22nd of August 2023, at which all citizens and taxpayers of the City had the right to be present and to be heard and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the Mayor's proposed budget and the input from the public that it received during the public hearing and has made such changes to the proposed budget as in the City Council's judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and

WHEREAS, a copy of the proposed budget, with the changes proposed by the City Council, has been filed with the City Secretary and the City Council now desires to approve and adopt the budget. Now therefore,

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

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

Section 2. The City Council hereby approves and adopts the budget that is attached to this Ordinance as Exhibit “A” as the City’s official budget for the City’s fiscal year beginning January 1, 2024 and ending December 31, 2024.

Section 3. The City Council hereby approves the several sums specified for the several purposes named in the budget, and appropriates those funds to and for the purposes listed in the budget, provided however, that the Mayor is authorized to transfer funds to and from specific projects within Departmental Funds so long as the total revenues and expenditures of such Departmental Funds remain unchanged.

Section 4. The City Secretary of the City of Hunters Creek Village, Texas, shall file a copy of this Ordinance and attached budget with the County Clerk of Harris County, Texas, and shall maintain the original in the City’s official records and on the City’s official website as provided in sections 102.008 and 102.011 of the Texas Local Gov’t Code.

This ordinance and the attached budget are PASSED, APPROVED, and ADOPTED on the following Roll Call vote on this 26th day of September, 2023:

Mayor Jim Pappas

Stuart Marks

Fidel Sapien

Linda Knox

Chip Cowell

Jay Carlton

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary

DRAFT



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to ratify the property tax increase reflected in the budget.

EXHIBITS:



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

AGENDA DATE:

September 26, 2023

AGENDA SUBJECT:

Discussion and possible action to:

- a. Set the property tax rate for Debt Service for 2023.**
- b. Set the property tax rate for Maintenance and Operation for 2023.**

EXHIBITS:



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to consider an ordinance providing for the assessment, levy and collection of ad valorem taxes of the City of Hunters Creek Village, Texas for the year 2023; providing for the date on which such taxes shall be due and payable; providing for the penalty and interest on all taxes not timely paid; and repealing all ordinances and parts of ordinances in conflict herewith; and providing for severability.

EXHIBITS: Ordinance

ORDINANCE NO. 2023-937

AN ORDINANCE PROVIDING FOR THE ASSESSMENT, LEVY AND COLLECTION OF AD VALOREM TAXES BY THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, FOR THE YEAR 2023; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; AUTHORIZING AND DIRECTING THE POSTING OF REQUIRED NOTICES; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, Section 26.05 of the Texas Tax Code provides that before the later of September 30th, or the 60th day after the date the certified appraisal roll is received by the taxing unit, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and

WHEREAS, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the City's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the City for the next fiscal year), each of such two components must be approved separately; and

WHEREAS, having thus separately approved the tax rate for each of such components, it is necessary and appropriate to now formally pass, approve and adopt a 2023 tax rate for the City as set forth herein; and

WHEREAS, the proposed tax rate for the current year for the City of Hunters Creek Village, Texas consists of two such components, a tax rate of zero (\$0.00) for debt service and a tax rate of \$0.205164 to fund maintenance and operation expenditures of the City for the next fiscal year; and

WHEREAS, all actions have been taken, notices given, and hearings held, as required by law as a prerequisite to the passage, approval, and adoption of this tax rate ordinance. Now, therefore,

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

Section 1. Findings. The facts and recitations set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

Section 2. Tax levy. There is hereby levied, for the tax year 2023, to fund the City's fiscal year 2024 municipal budget, and for each year thereafter until otherwise provided, an ad valorem tax at the rate of \$0.205164 on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits upon which an ad valorem tax is authorized by law to be levied by the City of Hunters Creek Village, Texas.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

All such taxes shall be assessed and collected in current money of the United States of America.

Section 3. Uses of taxes levied. Of the total tax levied in Section 2 hereof, \$0.205164 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2024. Of the total tax levied in Section 2 hereof, \$0.00 is levied for the purpose of paying the interest on bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City of Hunters Creek Village Texas, including the various installments of principal due on the serial bonds, warrants, certificates of obligation, or other lawfully authorized evidence of

indebtedness issued by the City as such installments shall respectively mature, in the fiscal year 2024.

Section 4. Due date, penalties, and interest. All ad valorem taxes levied hereby, in the total amount of \$0.205164 on each One Hundred Dollars (\$100) of assessed valuation as reflected by Sections 2 and 3 hereof, shall be due and payable on or before January 31, 2024. All ad valorem taxes due the City of Hunters Creek Village, Texas, and not paid on or before January 31 following the year for which they were levied shall bear penalty and interest as prescribed in the Property Tax Code of the State of Texas.

Section 5. Notices. The City Administrator is authorized and directed: a) to provide the information to Harris County required by Section 26.16 of the Texas Tax Code; and b) to post the notices and tax rate and budget information on the City's website required by Sections 26.05(b)(2) and 26.18 of the Texas Tax Code.

Section 6. Repeal. All ordinances and parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 7. Severability. If any provision of this Ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, the same shall not invalidate or impair the validity, force, or effect of any other provision of this Ordinance.

This Ordinance is PASSED, APPROVED, AND ADOPTED on the following Roll Call Vote on this 26th day of September, 2023.

Mayor Jim Pappas

Stuart Marks

Fidel Sapien

Linda Knox

Chip Cowell

Jay Carlton

Jim Pappas
Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary

DRAFT

2023 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Hunters Creek Village	713.465.2150
Taxing Unit Name	Phone (area code and number)
1 Hunters Creek Pl, Houston, TX 77024	https://cityofhunterscreek.com/
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	2022 total taxable value. Enter the amount of 2022 taxable value on the 2022 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 3,206,751,410
2.	2022 tax ceilings. Counties, cities and junior college districts. Enter 2022 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 0
3.	Preliminary 2022 adjusted taxable value. Subtract Line 2 from Line 1.	\$ 3,206,751,410
4.	2022 total adopted tax rate.	\$ 0.194082 /\$100
5.	2022 taxable value lost because court appeals of ARB decisions reduced 2022 appraised value.	
	A. Original 2022 ARB values: \$ 206,857,145	
	B. 2022 values resulting from final court decisions: - \$ 192,834,414	
	C. 2022 value loss. Subtract B from A. ³	\$ 14,022,731
6.	2022 taxable value subject to an appeal under Chapter 42, as of July 25.	
	A. 2022 ARB certified value: \$ 84,085,720	
	B. 2022 disputed value: - \$ 15,792,367	
	C. 2022 undisputed value. Subtract B from A. ⁴	\$ 68,293,353
7.	2022 Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 82,316,084

¹ Tex. Tax Code §26.012(14)
² Tex. Tax Code §26.012(14)
³ Tex. Tax Code §26.012(13)
⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	2022 taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 3,289,067,494
9.	2022 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2022. Enter the 2022 value of property in deannexed territory. ⁵	\$ 0
10.	<p>2022 taxable value lost because property first qualified for an exemption in 2023. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2023 does not create a new exemption or reduce taxable value.</p> <p>A. Absolute exemptions. Use 2022 market value: \$ 0</p> <p>B. Partial exemptions. 2023 exemption amount or 2023 percentage exemption times 2022 value: + \$ 0</p> <p>C. Value loss. Add A and B.⁶</p>	\$ 0
11.	<p>2022 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2023. Use only properties that qualified in 2023 for the first time; do not use properties that qualified in 2022.</p> <p>A. 2022 market value: \$ 0</p> <p>B. 2023 productivity or special appraised value: - \$ 0</p> <p>C. Value loss. Subtract B from A.⁷</p>	\$ 0
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 0
13.	2022 captured value of property in a TIF. Enter the total value of 2022 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2022 taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	2022 total value. Subtract Line 12 and Line 13 from Line 8.	\$ 3,289,067,494
15.	Adjusted 2022 total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 6,383,487
16.	Taxes refunded for years preceding tax year 2022. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2022. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. ⁹	\$ 22,100
17.	Adjusted 2022 levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 6,405,587
18.	<p>Total 2023 taxable value on the 2023 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.¹¹</p> <p>A. Certified values: \$ 0</p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$</p> <p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0</p> <p>D. Tax increment financing: Deduct the 2023 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2023 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.¹² - \$ 0</p> <p>E. Total 2023 value. Add A and B, then subtract C and D.</p>	\$ 0

⁵ Tex. Tax Code §26.012(15)

⁶ Tex. Tax Code §26.012(15)

⁷ Tex. Tax Code §26.012(15)

⁸ Tex. Tax Code §26.03(c)

⁹ Tex. Tax Code §26.012(13)

¹⁰ Tex. Tax Code §26.012(13)

¹¹ Tex. Tax Code §26.012, 26.04(c-2)

¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<p>Total value of properties under protest or not included on certified appraisal roll. ¹³</p> <p>A. 2023 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district’s value and the taxpayer’s claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ <u>246,900,677</u></p> <p>B. 2023 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ <u>3,194,639,158</u></p> <p>C. Total value under protest or not certified. Add A and B. \$ <u>3,441,539,835</u></p>	
20.	2023 tax ceilings. Counties, cities and junior colleges enter 2023 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2022 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ <u>0</u>
21.	2023 total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ <u>3,441,539,835</u>
22.	Total 2023 taxable value of properties in territory annexed after Jan. 1, 2022. Include both real and personal property. Enter the 2023 value of property in territory annexed. ¹⁸	\$ <u>153,487</u>
23.	Total 2023 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2022. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2022 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2023. ¹⁹	\$ <u>50,203,258</u>
24.	Total adjustments to the 2023 taxable value. Add Lines 22 and 23.	\$ <u>50,356,745</u>
25.	Adjusted 2023 taxable value. Subtract Line 24 from Line 21.	\$ <u>3,391,183,090</u>
26.	2023 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ <u>0.188889</u> /\$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2023 county NNR tax rate. ²¹	\$ _____ /\$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit’s debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit’s debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	2022 M&O tax rate. Enter the 2022 M&O tax rate.	\$ <u>0.194082</u> /\$100
29.	2022 taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ <u>3,289,067,494</u>

¹³ Tex. Tax Code §26.01(c) and (d)
¹⁴ Tex. Tax Code §26.01(c)
¹⁵ Tex. Tax Code §26.01(d)
¹⁶ Tex. Tax Code §26.012(6)(B)
¹⁷ Tex. Tax Code §26.012(6)
¹⁸ Tex. Tax Code §26.012(17)
¹⁹ Tex. Tax Code §26.012(17)
²⁰ Tex. Tax Code §26.04(c)
²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total 2022 M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ 6,383,487
31.	<p>Adjusted 2022 levy for calculating NNR M&O rate.</p> <p>A. M&O taxes refunded for years preceding tax year 2022. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2022. This line applies only to tax years preceding tax year 2022. + \$ 22,100</p> <p>B. 2022 taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2023 captured appraised value in Line 18D, enter 0. - \$ 0</p> <p>C. 2022 transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0</p> <p>D. 2022 M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. \$ 22,100</p> <p>E. Add Line 30 to 31D.</p>	\$ 6,405,587
32.	Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,391,183,090
33.	2023 NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.188889 /\$100
34.	<p>Rate adjustment for state criminal justice mandate. ²³ If not applicable or less than zero, enter 0.</p> <p>A. 2023 state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0</p> <p>B. 2022 state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. - \$ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
35.	<p>Rate adjustment for indigent health care expenditures. ²⁴ If not applicable or less than zero, enter 0.</p> <p>A. 2023 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose. \$ 0</p> <p>B. 2022 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state assistance received for the same purpose. - \$ 0</p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100

²² [Reserved for expansion]

²³ Tex. Tax Code §26.044

²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	Rate adjustment for county indigent defense compensation. ²⁵ If not applicable or less than zero, enter 0.	
	A. 2023 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose.....	\$ 0
	B. 2022 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2021 and ending on June 30, 2022, less any state grants received by the county for the same purpose.....	\$ 0
	C. Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
37.	Rate adjustment for county hospital expenditures. ²⁶ If not applicable or less than zero, enter 0.	
	A. 2023 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023.	\$ 0
	B. 2022 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2021 and ending on June 30, 2022.	\$ 0
	C. Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in 2022. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year	\$ 0
	B. Expenditures for public safety in 2022. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year	\$ 0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	\$ 0.000000 /\$100
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	Adjusted 2023 NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ 0.188889 /\$100
40.	Adjustment for 2022 sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2022 should complete this line. These entities will deduct the sales tax gain rate for 2023 in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in 2022, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent	\$ 0
	B. Divide Line 40A by Line 32 and multiply by \$100	\$ 0.000000 /\$100
	C. Add Line 40B to Line 39.	\$ 0.188889 /\$100
41.	2023 voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.195500 /\$100

²⁵ Tex. Tax Code §26.0442

²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p>Disaster Line 41 (D41): 2023 voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of</p> <p>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or</p> <p>2) the third tax year after the tax year in which the disaster occurred</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ 0.000000 /\$100
42.	<p>Total 2023 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes,</p> <p>(2) are secured by property taxes,</p> <p>(3) are scheduled for payment over a period longer than one year, and</p> <p>(4) are not classified in the taxing unit’s budget as M&O expenses.</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ²⁸</p> <p>Enter debt amount \$ 0</p> <p>B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0</p> <p>C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0</p> <p>D. Subtract amount paid from other resources - \$ 0</p> <p>E. Adjusted debt. Subtract B, C and D from A. \$ 0</p>	\$ 0
43.	Certified 2022 excess debt collections. Enter the amount certified by the collector. ²⁹	\$ 0
44.	Adjusted 2023 debt. Subtract Line 43 from Line 42E.	\$ 0
45.	<p>2023 anticipated collection rate.</p> <p>A. Enter the 2023 anticipated collection rate certified by the collector. ³⁰ 0.00 %</p> <p>B. Enter the 2022 actual collection rate. 0.00 %</p> <p>C. Enter the 2021 actual collection rate. 0.00 %</p> <p>D. Enter the 2020 actual collection rate. 0.00 %</p> <p>E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³¹</p>	0.00 %
46.	2023 debt adjusted for collections. Divide Line 44 by Line 45E.	\$ 0
47.	2023 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,441,539,835
48.	2023 debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.000000 /\$100
49.	2023 voter-approval tax rate. Add Lines 41 and 48.	\$ 0.195500 /\$100
D49.	<p>Disaster Line 49 (D49): 2023 voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p>	\$ _____ /\$100

²⁷ Tex. Tax Code §26.042(a)
²⁸ Tex. Tax Code §26.012(7)
²⁹ Tex. Tax Code §26.012(10) and 26.04(b)
³⁰ Tex. Tax Code §26.04(b)
³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2023 county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November 2022 or May 2023, enter the Comptroller’s estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller’s Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2022, enter 0.	\$ 0
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November 2022 or in May 2023. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November 2022. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	2023 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,441,539,835
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	2023 NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.188889 /\$100
56.	2023 NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2022 or in May 2023. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2022.	\$ 0.188889 /\$100
57.	2023 voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.195500 /\$100
58.	2023 voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ 0.195500 /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit’s expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ 0
60.	2023 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,441,539,835
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100
62.	2023 voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.195500 /\$100

³² Tex. Tax Code §26.041(d)
³³ Tex. Tax Code §26.041(i)
³⁴ Tex. Tax Code §26.041(d)
³⁵ Tex. Tax Code §26.04(c)
³⁶ Tex. Tax Code §26.04(c)
³⁷ Tex. Tax Code §26.045(d)
³⁸ Tex. Tax Code §26.045(i)

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate adjusted to remove the unused increment rate for the prior three years.³⁹ In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020;⁴⁰
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴¹ or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴²

Individual components can be negative, but the overall rate would be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴³

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 component. Subtract the 2022 actual tax rate and the 2022 unused increment rate from the 2022 voter-approval tax rate.	
	A. Voter-approval tax rate (Line 67).....	\$ 0.203746 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.007331 /\$100
	C. Subtract B from A.....	\$ 0.196415 /\$100
	D. Adopted Tax Rate.....	\$ 0.194082 /\$100
	E. Subtract D from C.....	\$ 0.002333 /\$100
64.	Year 2 component. Subtract the 2021 actual tax rate and the 2021 unused increment rate from the 2021 voter-approval tax rate.	
	A. Voter-approval tax rate (Line 67).....	\$ 0.201413 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.007013 /\$100
	C. Subtract B from A.....	\$ 0.194400 /\$100
	D. Adopted Tax Rate.....	\$ 0.194082 /\$100
	E. Subtract D from C.....	\$ 0.000318 /\$100
65.	Year 1 component. Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate.	
	A. Voter-approval tax rate (Line 65).....	\$ 0.201095 /\$100
	B. Unused increment rate (Line 64).....	\$ 0.000000 /\$100
	C. Subtract B from A.....	\$ 0.201095 /\$100
	D. Adopted Tax Rate.....	\$ 0.194082 /\$100
	E. Subtract D from C.....	\$ 0.007013 /\$100
66.	2023 unused increment rate. Add Lines 63E, 64E and 65E.	\$ 0.009664 /\$100
67.	Total 2023 voter-approval tax rate, including the unused increment rate. Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).	\$ 0.205164 /\$100

³⁹ Tex. Tax Code §26.013(a)

⁴⁰ Tex. Tax Code §26.013(c)

⁴¹ Tex. Tax Code §§26.0501(a) and (c)

⁴² Tex. Local Gov't Code §120.007(d), effective Jan. 1, 2022

⁴³ Tex. Tax Code §26.063(a)(1)

⁴⁴ Tex. Tax Code §26.012(8-a)

⁴⁵ Tex. Tax Code §26.063(a)(1)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. ⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. ⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
68.	Adjusted 2023 NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$ 0.188889 /\$100
69.	2023 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,441,539,835
70.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 69 and multiply by \$100.	\$ 0.014528 /\$100
71.	2023 debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.000000 /\$100
72.	De minimis rate. Add Lines 68, 70 and 71.	\$ 0.203417 /\$100

SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year. ⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. ⁴⁷

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
73.	2022 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.194082 /\$100
74.	Adjusted 2022 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2022 and the taxing unit calculated its 2022 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2022 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2022 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2022, complete the separate <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2022 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. ⁴⁸ Enter the final adjusted 2022 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2022 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
75.	Increase in 2022 tax rate due to disaster. Subtract Line 74 from Line 73.	\$ 0.000000 /\$100
76.	Adjusted 2022 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,289,067,494
77.	Emergency revenue. Multiply Line 75 by Line 76 and divide by \$100.	\$ 0
78.	Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 3,391,183,090
79.	Emergency revenue rate. Divide Line 77 by Line 78 and multiply by \$100. ⁴⁹	\$ 0.000000 /\$100

⁴⁶ Tex. Tax Code §26.042(b)

⁴⁷ Tex. Tax Code §26.042(f)

⁴⁸ Tex. Tax Code §26.042(c)

⁴⁹ Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
80.	2023 voter-approval tax rate, adjusted for emergency revenue. Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	\$ <u>0.205164</u> /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

- No-new-revenue tax rate.** \$ 0.188889 /\$100
 As applicable, enter the 2023 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
 Indicate the line number used: 26

- Voter-approval tax rate.** \$ 0.205164 /\$100
 As applicable, enter the 2023 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax),
 Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue).
 Indicate the line number used: 27

- De minimis rate.** \$ 0.203417 /\$100
 If applicable, enter the 2023 de minimis rate from Line 72.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵⁰

print here ▶ E. Ruiz

 Printed Name of Taxing Unit Representative

sign here ▶ _____
 Taxing Unit Representative

_____ Date

⁵⁰ Tex. Tax Code §§26.04(c-2) and (d-2)



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to approve an Agreement with Linebarger Goggan Blair & Sampson, LLP as being fully qualified as special counsel to perform all legal services necessary to collect unpaid delinquent ad valorem taxes as provided in the Section 6.30 of the Texas Tax Code.

EXHIBITS: Agreement

Agreement for Tax Collection Services

This Agreement is made between the City of Hunters Creek Village (hereinafter referred to as the "Client") and Linebarger Goggan Blair & Sampson, LLP (hereinafter referred to as the "Firm").

Article I

Nature of Relationship

1.01 The parties hereto acknowledge that this Agreement creates an attorney-client relationship.

1.02 The Client hereby employs the Firm to provide the services hereinafter described for compensation hereinafter provided.

Article 2

Scope of Services

2.01 The Firm shall take reasonable and necessary actions to collect property taxes that are owed to the Client and that are subject to this agreement, as hereinafter provided.

2.02 The Client may from time-to-time specify in writing additional actions to be taken by the Firm in connection with the collection of taxes that are owed to the Client. Client further constitutes and appoints the Firm as Client's attorneys to sign all legal instruments, pleadings, drafts, authorizations and papers as shall be reasonably necessary to prosecute the Client's claim for taxes.

2.03 Taxes owed to the Client shall become subject to this agreement upon the following dates, whichever occurs first:

(a) On February 1 of the year in which the taxes become delinquent if a previously filed tax suit is then pending against the property subject to the tax;

(b) On the date any lawsuit is filed with respect to the recovery of the tax if the tax is delinquent and is required to be included in the suit pursuant to TEX. TAX CODE § 33.42(a);

(c) On the date of filing any application for tax warrant where recovery of the tax or estimated tax is sought and where the filing of an application for tax warrant by the Firm is at the request of Client's Tax Assessor-Collector;

(d) On the date of filing any claim in bankruptcy where recovery of the tax is sought; or

(e) In the case of tangible personal property for a tax year in which the Client has passed a resolution adopting the Texas Property Tax Code Section 33.11 penalty, on the 60th day after the date the taxes become delinquent; or

(f) On July 1 of the year in which the taxes become delinquent.

Article 3

Compensation

3.01 The Client agrees to pay to the Firm, as compensation for the services required herein, twenty percent (20%) of the amount collected of all delinquent taxes, penalties and interest for the years

covered by the terms of this Agreement.

3.02 The Client shall pay the Firm by the twentieth day of each month, all compensation earned by the Firm for the previous month as provided in this Article 3. All compensation above provided for shall become the property of the Firm at the time payment of the taxes, penalty and interest is made to the collector.

Article 4 *Intellectual Property Rights*

4.01 The Client recognizes and acknowledges that the Firm owns all right, title and interest in certain proprietary software that the Firm may utilize in conjunction with performing the services provided in this Agreement. The Client agrees and hereby grants to the Firm the right to use and incorporate any information provided by the Client ("Client Information") to update the databases in this proprietary software, and, notwithstanding that Client Information has been or shall be used to update the databases in this proprietary software, further stipulates and agrees that the Client shall have no rights or ownership whatsoever in and to the software or the data contained therein, except that the Client shall be entitled to obtain a copy of such data that directly relates to the Client's accounts at any time.

4.02 The Firm agrees that it will not share or disclose any specific confidential Client Information with any other company, individual, organization or agency, without the prior written consent of the Client, except as may be required by law or where such information is otherwise publicly available. It is agreed that the Firm shall have the right to use Client Information for internal analysis, purposes of improving the proprietary software and database, and to generate aggregate data and statistics that may inherently contain Client Information. These aggregate statistics are owned solely by the Firm and will generally be used internally, but may be shared with the Firm's affiliates, partners or other third parties for purposes of improving the Firm's software and services.

Article 5 *Costs*

5.01 The Firm and Client recognize that publication costs for citations and notices of sale and title abstract costs will be incurred in the process of providing the litigation services contemplated in this Agreement. All such costs shall be billed to the Client, in care of the Firm, and the Firm will advance the payment of such costs on behalf of the Client. Upon recovery of such costs from the defendants or from the tax sale of defendants' property, the Firm shall be reimbursed for the advance payment. Alternatively, the Firm may arrange with the vendor or agency providing the service that actual payment of the costs of services is wholly contingent upon recovery of such costs by the Client or the Firm from the defendants or from the tax sale of defendants' property. In such contingent arrangements, the Client has no responsibility or liability for payment or advancement of any costs, other than forwarding to the vendor or service provider any cost amounts received from defendants or from the tax sale of defendants' property.

5.02 The Client acknowledges that the Firm may provide services, such as title research, with its own employees or with other entities or individuals who may be affiliated with the Firm, but the Firm agrees that any charges for such services will be reasonable and consistent with what the same services would cost if obtained from a third party. The Client agrees that upon the recovery of such costs, the Client will: (i) pay the Firm for any such costs which have been advanced by the Firm or performed by the Firm, and (ii) pay any third party agency or vendor owed for performing such services.

Article 6

Term and Termination

6.01 This Agreement shall be effective on January 1, 2024 (The "Effective Date") and shall expire on December 31, 2026 (the "Expiration Date") unless extended as hereinafter provided.

6.02 Unless prior to sixty (60) days before the Expiration Date, the Client or the Firm notifies the other in writing that it does not wish to continue this Agreement beyond its initial term, this Agreement shall be automatically extended for an additional one (1) year period without the necessity of any further action by either party. In the absence of any such sixty (60) day notice by either the Client or the Firm, the Agreement shall continue to automatically renew for additional and successive one (1) year terms in the same manner at the end of each renewal period.

6.03 If at any time during the initial term of this Agreement or any extension hereof, the Client determines that the Firm's performance under this Agreement is unsatisfactory, the Client shall notify the Firm in writing of the Client's determination. The notice from the Client shall specify the particular deficiencies that the Client has observed in the Firm's performance. The Firm shall have sixty (60) days from the date of the notice to cure any such deficiencies. If at the conclusion of that sixty-day remedial period, the Client remains unsatisfied with the Firm's performance, the Client may terminate this Agreement effective upon the expiration of thirty days following the date of written notice to the Firm of such termination ("Termination Date").

6.04 Whether this Agreement expires or is terminated, the Firm shall be entitled to continue to prosecute any tax suits, applications for tax warrants or bankruptcy claims pending on the Termination Date or Expiration Date for an additional six months following termination or expiration. The Client agrees that the Firm shall be compensated as provided by Article 3 for any base tax, penalties and interest collected in the pending matters during the six-month period.

6.05 The Client agrees that the Firm shall be reimbursed for any costs advanced and shall be paid for any services performed pursuant to Article 5 when such costs are recovered by or on behalf of the Client, regardless of the date recovered. It is expressly agreed that neither the expiration nor the termination of this Agreement constitutes a waiver by the Firm of its entitlement to be reimbursed for such costs and to be paid for such services. It is further expressly agreed that the expiration of any six-month period under Section 6.04 does not constitute any such waiver by the Firm.

Article 7

Miscellaneous

7.01 *Assignment and Subcontracting.* This Agreement is not assignable, provided however, the Firm may from time-to-time obtain co-counsel or subcontract some of the services provided for herein to other law firms or entities. In such cases, the Firm will retain supervisory control and responsibility for any services provided by such co-counsel or subcontractors and shall be responsible to pay any compensation due to any such co-counsel or subcontractor.

7.02 *Arbitration.* Any controversy between the parties to this Agreement involving the construction or application of any of the terms, covenants, or conditions of this Agreement shall, on the written request of one party served on the other, be submitted to arbitration, and such arbitration shall comply with and be governed by the provisions of the Texas General Arbitration Act.

7.03 *Integration.* This Agreement contains the entire agreement between the parties hereto and may only be modified in a written amendment, executed by both parties.

7.04 Representation of Other Taxing Entities. The Client acknowledges and consents to the representation by the Firm of other taxing entities that may be owed taxes or other claims and be secured by the same property as the Client's claim.

7.05 Retention of Files. The Firm will retain the files created in the course of performing the Services specified in Article 2 above according to the following schedule. After the time periods specified in this Section, Client consents to the destruction of such files, so long as such destruction is undertaken in a manner to protect the confidentiality of any personal or private information contained therein.

Tax Warrant files: Five years from the date of issuance of a warrant.

Litigation files: Two years from the date of nonsuit or dismissal of a suit occurring prior to a final judgment.

Five years from the date of sale of the last property pursuant to the judgment or other satisfaction of the judgment.

Ten years from the date of filing of an abstract of judgment, or five years from the date of satisfaction of the judgment, whichever is earlier.

Bankruptcy Files: Two years from the date of dismissal of a bankruptcy proceeding or other order closing the case, or from satisfaction of a claim, whichever is earlier, with respect to Chapter 7 and 13 proceedings.

Three years from the date of dismissal of a bankruptcy proceeding or other order closing the case, or from satisfaction of a claim, whichever is earlier, with respect to Chapter 11 proceedings.

7.06. Compliance with Tx. Govt. Code §2270.002. In order to comply with Tx. Govt. Code §2270.002, the Firm verifies that it does not boycott Israel and will not boycott Israel during the term of the contract.

In consideration of the terms and compensation herein stated, the Firm hereby accepts said employment and undertakes the performance of this Agreement as above written. This Agreement is executed on behalf of the Firm and of the Client by the duly authorized persons whose signatures appear below.

City of Hunters Creek Village

**Linebarger Goggan Blair
& Sampson, LLP**

By: _____
Jim Pappas
Mayor

By: _____
Charles Austin Sutton
Capital Partner

Date: September 26, 2023

Date: September 26, 2023

ATTEST:

By: _____
Tom Fullen, MPA, CPM
City Administrator/Acting City Secretary

DRAFT



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to approve an Agreement for Tax Collection Services with Linebarger Goggan Blair & Sampson, LLP after having provided adequate notice as required by Section 2254.1036 of the Texas Government Code, and authorizing the Mayor to execute the Agreement.

EXHIBITS: Agreement

RESOLUTION NO 2023-05

**ACTION APPROVING AGREEMENT
WITH LINEBARGER GOGGAN BLAIR & SAMPSON, LLP**

After having provided adequate notice as required by Sec. 2254.1036 of the Texas Government Code, the Agreement for Delinquent Tax Collection Services with Linebarger Goggan Blair & Sampson, LLP is approved, and the City of Hunters Creek Village's Mayor is authorized to execute this Agreement.

After exercising its due diligence, the City of Hunters Creek Village ("City") finds that:

1. There is a substantial need for the legal services to be provided pursuant to the Agreement for Delinquent Tax Collection Services;
2. These legal services cannot be adequately performed by the attorneys and supporting personnel of the City at a reasonable cost;
3. These legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of delinquent tax penalties provided by Texas Tax Code Sections 6.30, 33.07, 33.08, 33.11, and 33.48 and because the City does not have the funds to pay the estimated amounts required under a contract only for the payment of hourly fees;
4. Linebarger Goggan Blair & Sampson, LLP, is well qualified and competent to perform the legal services required to comply with the terms of this contract;
5. Linebarger Goggan Blair & Sampson, LLP has provided these specialized legal services to numerous cities and other taxing entities in the past and these taxing entities have been well satisfied with the quality and outcome of the legal services provided.

6. The Agreement with Linebarger Goggan Blair & Sampson, LLP is the result of an arm's length transaction between the City and Linebarger Goggan Blair & Sampson, LLP and is fair and reasonable.

CITY OF HUNTERS CREEK VILLAGE

Jim Pappas,
Mayor

September 26, 2023
Date

ATTEST:

Tom Fullen, MPA, CPM
City Administrator/Acting City Secretary



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to approve the Texas Tax Code Sections 33.07 & 33.08 Resolution Authorizing the Imposition of a 20% Penalty for Collection Costs on Delinquent Taxes for the Tax Year 2023 And Subsequent Years.

EXHIBITS: Resolution



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to approve the Texas Tax Code Sections 33.11 Resolution Authorizing the Imposition of a 20% Penalty for Collection Costs on Delinquent Personal Property Taxes for the Tax Year 2023 And Subsequent Years.

EXHIBITS: Resolution

RESOLUTION NO 2023-06

THE CITY OF HUNTERS CREEK VILLAGE RESOLUTION AUTHORIZING THE IMPOSITION OF A 20% PENALTY FOR COLLECTION COSTS ON DELINQUENT TAXES FOR TAX YEAR 2023 AND SUBSEQUENT YEARS

RECITALS

Section 6.30 of the Texas Tax Code, as amended, authorizes the City of Hunters Creek Village (the "City") to provide for compensating an attorney up to 20% of the delinquent tax, penalty, and interest collected by the attorney.

Sections 33.07, 33.08, and 33.11 of the Texas Tax Code, as amended, authorize the City to impose additional penalties secured by a tax lien to defray the cost of collection, not to exceed the amount of the compensation specified in the contract with an attorney pursuant to section 6.30 of the Texas Tax Code.

The City has contracted with Linebarger Goggan Blair & Sampson, LLP ("Linebarger") to collect its delinquent taxes pursuant to Section 6.30 of the Texas Tax Code, as amended.

The Agreement for Tax Collection Services ("Agreement") provides that Linebarger's compensation shall be comprised of Section 33.07 penalties, Section 33.08 penalties, Section 33.11 penalties and Section 33.48 attorney fees awarded to and collected by Linebarger, pursuant to each statute of the Texas Tax Code.

The City has agreed in the Agreement to impose Section 33.07, Section 33.08, and Section 33.11 penalties of 20% to offset the cost of delinquent tax collection efforts. Notwithstanding any other provision of this resolution, it is not intended to and it should not be construed so as to impose an additional penalty under Section 33.07 of the Texas Tax Code on any delinquent tangible personal property taxes that Section 33.11 of the Texas Tax Code forbids its application.

ORDER

IT IS ORDERED, ADJUDGED AND DECREED BY THE CITY THAT:

Section 1. The matters and facts related in the preamble of this order are hereby found and determined to be true and correct.

Section 2. In connection with 2023 taxes that become delinquent before June 1, 2024, and subsequent years' taxes, the City hereby affirmatively imposes an additional 20% penalty pursuant to Tex. Tax Code § 33.07.

Section 3. In connection with 2023 taxes that become delinquent on or after June 1, 2024, and subsequent years' taxes the City hereby affirmatively imposes an additional 20% penalty pursuant to Tex. Tax Code § 33.08.

Section 4. In connection with the City’s taxes that become delinquent on or after February 1, 2024 and subsequent years' taxes imposed on tangible personal property, the City hereby affirmatively imposes an additional 20% penalty pursuant to Tex. Tax Code § 33.11.

Section 5. The City’s Tax Assessor-Collector is authorized to mail notice of the delinquency and of the penalty to each property owner in accordance with Tex. Tax Code sections 33.07, 33.08, and 33.11.

PASSED, APPROVED, AND ADOPTED this 26th day of September, 2023.

CITY OF HUNTERS CREEK VILLAGE

By: _____
Jim Pappas
Mayor

ATTEST:

By: _____
Tom Fullen, MPA, CPM
City Administrator/Acting City Secretary



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to award a contract to Complete Contract DBA Bayou Builders in the amount of \$133,162.50 for the Inlet and Pavement Maintenance Project at Willowron and Walwick.

EXHIBITS: Recommendation Letter

September 8, 2023

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

Re: Inlet and Pavement Maintenance Project at Willowron and Walwick
 Construction Award Recommendation
 CFA Project No. 2312-005-01

Dear Mayor Pappas:

On Thursday, August 24, 2023, bids for the Inlet and Pavement Maintenance Project at Willowron and Walwick were received and read aloud at Hunters Creek Village City Hall. Of the thirty-seven (37) plan holders, a total of ten (10) contracting firms submitted bids for this project. Upon review of the bid packages, there were minor mathematical errors in the bid amounts submitted by Arnold & Co, Century Concrete, On Par Civil Services, and MetroCity. However, these mathematical errors did not affect the bid amount of the lowest bidder.

Of the ten bidder packages submitted, Complete Contract DBA Bayou Builders, was the lowest bidder with an amount of \$133,162.50. The engineer’s opinion of probable cost was \$152,650.00.

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

Rank	Contractor	Bid Amount
1	Complete Contract DBA Bayou Builders	\$ 133,162.50
2	Arnold & Co, LLC	\$ 144,900.10
3	Compact TX Contracting, Inc.	\$ 145,300.00
4	Century Concrete Construction	\$ 149,282.79
5	Elite Construction & Engineering Services, LLC	\$ 166,785.00
6	Aranda Industries, LLC	\$ 178,460.00
7	Teamwork Construction Services	\$ 182,371.00
8	On Par Civil Services, LLC	\$ 214,695.00
9	MetroCity, LLC	\$ 221,567.00
10	G.W. Phillips Concrete Construction, Inc.	\$ 259,755.00

Upon review of the bid package submitted by Complete Contract DBA Bayou Builders, no mathematical errors were found, and all required documents and qualifications were submitted. Bayou Builders was formally Complete Contract who we have worked for in the past and have had no negative issues. Bayou Builders work experience includes an ongoing contract with HCFCD for 5 years for channel improvements which includes slope paving, channel grading, and storm sewer rehab. Their previous work experience also includes concrete paving and storm sewer rehabilitation jobs for both Forest Hill MUD and Harris County MUD No. 290 and we have no reason to believe they cannot perform this work. Our evaluation of the experience, reputation, and financial condition of Complete Contract indicates that they are responsive, responsible, and capable of completing the work.

Cobb, Fendley & Associates, Inc. recommends that the construction contract, in the amount of \$133,162.50, be awarded to Complete Contract DBA Bayou Builders.

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

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.



Stephen L. Byington, P.E.
Principal

Enclosure: Bid Tabulation

PROJECT: Final and Payment Application and Project
 CLIENT: The City of Hunters Creek Village
 DATE OF BIDDING: August 14, 2023
 MAP NO. 2305-001
 CIP PROJECT NUMBER: 2313-005-01

ITEM NO.	QUANTITY	UNIT	BASE UNIT PRICE ITEMS													
			COMPLETE CONTRACT	BIDDER NO. 1	BIDDER NO. 2	BIDDER NO. 3	BIDDER NO. 4	BIDDER NO. 5	BIDDER NO. 6	BIDDER NO. 7	BIDDER NO. 8	BIDDER NO. 9	BIDDER NO. 10	BIDDER ESTIMATE		
PART 2. SITE PREPARATION AND LANTHWORK																
1. EXISTING CONCRETE AND ASPHALT																
1	1	sq. yd.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2	1	sq. yd.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3	1	sq. yd.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
4	1	sq. yd.	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
PART 2. WALKWAY AND WALKWAY INTERSECTION																
PAVING ITEMS																
5	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
8	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
PART 2. OAK HOLLOW AND CREEK WOOD W/ INTERSECTION																
PAVING ITEMS																
13	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
14	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
15	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
16	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
17	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
18	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
PART 2. EXTRA WORK ITEMS																
19	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
20	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
21	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
22	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
23	1	sq. yd.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to approve Change Order #1 to the contract with CityLynx, Inc. for the Traffic Signal Modifications at Memorial at Lindenwood in the amount of (\$1,010.90).

EXHIBITS: Change Order

Change Order #1

DATE OF ISSUANCE:	August 18, 2023	EFFECTIVE DATE:	August 18, 2023
PROJECT:	Traffic Signal Modifications Memorial at Lindenwood	CONTRACTOR:	CityLynx, Inc.
OWNER:	City of Hunters Creek Village	ADDRESS:	14041 West Road, Suite 200 Houston, TX 77041
ADDRESS:	#1 Hunters Creek Place Houston, TX 77024		

DESCRIPTION OF CHANGES

Scope: Additional Landscaping Work: including sprinkler water valve and mainline replacement, debris removal, regrading/ditch cleaning, metal edging plants, top soil, hydroseeding, and mulch. Additional right turn signal and illuminated "Memorial Creole" Sign. Bid item 59A for additional Gridsmart Vehicle detection has been removed from the contract price.

Justification: Added Landscaping work to repair disturbed areas to original condition. Added right turn signal and "Memorial Creole" illuminated sign. Bid item 59A was removed to cover cost for landscaping and additional signs.

Amount: -\$1,010.90
Days: Zero days added

EXECUTIVE SUMMARY

CONTRACT PRICE SUMMARY

Original Contract Price	\$	333,982.12
Change Order No. 1	\$	(1,010.90)
Revised Contract Price	\$	332,971.22

CONTRACT TIME SUMMARY

		DATE
Original Contract Time Substantial Completion	270	June 28, 2023
Previous Change Orders	0	
This Change Order	0	
Revised Contract Time	270	June 28, 2023
Original Contract Time Final Completion	300	July 28, 2023
Previous Change Orders	0	
This Change Order	0	
Revised Contract Time	300	July 28, 2023

Submitted by:

By:	Chad J. Zorn	<i>Chad J. Zorn</i>	8/19/23
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>

CityLynx, Inc.

Recommended by:

By:	Grant Duke	<i>Grant Duke</i>	8/21/2023
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>

Cobb, Fendley & Associates, Inc.

Approved:

By:			
	<small>Print Name</small>	<small>Signature</small>	<small>Date</small>

City of Hunters Creek Village

CHANGE ORDER #1 COST REPORT

Item No.	Item Description	Unit	Unit Price	Original QTY	Current Qty (Change Order #1)	Total Cost Difference (CO #1)
SECTION 1 - SITE PREPARATION						
1	MOBILIZATION (NO GREATER THAN 5% OF TOTAL BID)	LS	\$7,500.00	1	1	\$ -
2	TRAFFIC CONTROL AND REGULATION	LS	\$3,000.00	1	1	\$ -
3	SOD	SY	\$12.10	240	240	\$ -
SECTION 2 - STREET ITEMS						
4	REMOVE/DISPOSE CONC SIDEWALK (ALL WIDTHS AND DEPTHS)	SY	\$36.30	50	50	\$ -
5	TRAFFIC BUTTONS & PAVEMENT MARKERS REFLECTORIZED PAVEMENT MARKERS TYPE I-C FURNISH AND APPLY	EA	\$5.08	10	10	\$ -
6	TRAFFIC BUTTONS & PAVEMENT MARKERS REFLECTORIZED PAVEMENT MARKERS TYPE II C-R FURNISH AND APPLY	EA	\$6.05	10	10	\$ -
7	TRAFFIC BUTTONS & PAVEMENT MARKERS REFLECTORIZED PAVEMENT MARKERS TYPE II A-A FURNISH AND APPLY	EA	\$6.05	50	50	\$ -
8	REMOVAL OF TRAFFIC BUTTONS AND MARKERS	EA	\$0.54	100	100	\$ -
9	THERMOPLASTIC PAVEMENT MARKING 4-INCH WIDE WHITE/YELLOW (SLD)	LF	\$0.77	3500	3500	\$ -
10	THERMOPLASTIC PAVEMENT MARKING 4-INCH WIDE WHITE/YELLOW (BRK)	LF	\$0.78	120	120	\$ -
11	REMOVAL OF 4-INCH STRIPING	LF	\$0.43	3600	3600	\$ -
12	THERMOPLASTIC PAVEMENT MARKING 8-INCH WIDE WHITE	LF	\$2.18	210	210	\$ -
13	REMOVAL OF 8-INCH STRIPING	LF	\$0.97	210	210	\$ -
14	REMOVAL OF 12-INCH STRIPING	LF	\$1.21	200	200	\$ -
15	THERMOPLASTIC PAVEMENT MARKING 24-INCH WIDE WHITE	LF	\$7.20	170	170	\$ -
16	THERMOPLASTIC PAVEMENT MARKING 24-INCH WIDE YELLOW	LF	\$1.21	200	200	\$ -
17	REMOVAL OF 24-INCH STRIPING	LF	\$2.12	370	370	\$ -
18	THERMOPLASTIC PAVEMENT MARKING SYMBO TURNING ARROW	EA	\$205.70	3	3	\$ -
19	THERMOPLASTIC PAVEMENT MARKING WORD ONLY	EA	\$235.95	3	3	\$ -
20	REMOVAL OF WORD OR SYMBOL	EA	\$54.45	6	6	\$ -
21	REFLECTORIZED PAINT ON 6-INCH AND MEDIAN NOSE, YELLOW	LF	\$1.82	200	200	\$ -
22	CURB RAMP (ADA COMPLIANT)	SY	\$363.00	50	50	\$ -

CHANGE ORDER #1 COST REPORT

Item No.	Item Description	Unit	Unit Price	Original QTY	Current Qty (Change Order #1)	Total Cost Difference (CO #1)
SECTION 3 - TRAFFIC ITEMS						
23	REMOVE EXISTING POLE FOUNDATION	EA	\$703.01	4	4	\$ -
24	INS PED PL AM (ORN)(15') ("ORNAMENTAL POLE") & FOUNDATION	EA	\$502.15	3	3	\$ -
25	INS TRF SIG PL AM(S)(ORN) 1 ARM(32')LUM ("ORNAMENTAL POLE/ARM" & FOUNDATION)	EA	\$22,483.01	1	1	\$ -
26	INS TRF SIG PL AM(S)(ORN) 1 ARM(36')LUM ("ORNAMENTAL POLE/ARM") & FOUNDATION	EA	\$25,003.44	3	3	\$ -
27	ELECTRICAL SERVICE PEDESTAL ASSEMBLY - 30 AMP & 60 AMP ("SQUARE D" BREAKERS INCLUDED)	EA	\$4,191.44	1	1	\$ -
28	REMOVE AND SALVAGE EXISTING TRAFFIC SIGNAL EQUIPMENT (EXCLUDING CONTROLLER CABINET)	LS	\$4,017.20	1	1	\$ -
29	DECORATIVE LUMINAIRE	EA	\$4,374.15	4	4	\$ -
30	ILLUMINATED OVERHEAD STREET NAME SIGNS	EA	\$3,527.15	4	4	\$ -
31	FURNISH AND INSTALL NEW TRAFFIC SIGNAL CONTROLLER FOUNDATION WITH APRON (ALL TYPES)	LS	\$1,972.30	1	1	\$ -
32	REMOVE AND REINSTALL EXISTING CONTROLLER CABINET TO NEW CONTROLLER FOUNDATION	LS	\$6,025.80	1	1	\$ -
33	FURNISH AND INSTALL SIDE MOUNTED BATTERY BACKUP, WITH NEMA 4X ENCLOSURE	LS	\$7,963.01	1	1	\$ -
34	TYPE "B" PULL BOX WITH GRAVEL AND GROUND ROD	EA	\$1,047.86	7	7	\$ -
35	CONDUIT, 2-IN SCH 80 PVC TRENCH	LF	\$16.10	100	100	\$ -
36	CONDUIT, 2-IN SCH 80 PVC BORE	LF	\$18.60	150	150	\$ -
37	CONDUIT, 3-IN SCH 80 PVC TRENCH	LF	\$21.02	100	100	\$ -
38	CONDUIT, 3-IN SCH 80 PVC BORE	LF	\$22.53	200	200	\$ -
39	CONDUIT, 4-IN SCH 80 PVC TRENCH	LF	\$25.96	30	30	\$ -
40	3-SECTION HORIZONTAL VEHICLE SIGNAL HEAD ASSEMBLY (RYG) (INCLUDING BACK PLATES)	EA	\$619.83	8	8	\$ -
41	3-SECTION HORIZONTAL VEHICLE SIGNAL HEAD ASSEMBLY (<R<Y<Y<G) (INCLUDING BACK PLATES)	EA	\$619.83	1	1	\$ -
42	LED PEDESTRIAN SIGNAL HEAD ASSEMBLY (YELLOW) (SYMBOLIC) (COUNTDOWN)	EA	\$498.83	6	6	\$ -
43	3/C-#14 AWG IMSA 19-1-1984	LF	\$1.39	1000	1000	\$ -
44	5/C-#14 AWG IMSA 19-1-1984	LF	\$1.69	1000	1000	\$ -
45	7/C-#14 AWG IMSA 19-1-1984	LF	\$2.04	1200	1200	\$ -
46	4/C-#12 AWG TRAY CABLE	LF	\$2.35	500	500	\$ -
47	#4 AWG SOLID BARE GROUND	LF	\$2.35	200	200	\$ -
48	#4 AWG XHHW	LF	\$2.47	600	600	\$ -
49	#8 AWG SOLID BARE GROUND	LF	\$1.38	500	500	\$ -
50	#10 AWG THHN	LF	\$1.29	500	500	\$ -
51	#12 AWG THHN	LF	\$1.14	500	500	\$ -
52	ACCESSIBLE PEDESTRIAN PUSH BUTTON SYSTEM (CENTRAL CONTROL UNIT AND SIX PUSH BUTTON STATIONS, INCLUDING SIGNS)	EA	\$6,933.30	1	1	\$ -

CHANGE ORDER #1 COST REPORT

Item No.	Item Description	Unit	Unit Price	Original QTY	Current Qty (Change Order #1)	Total Cost Difference (CO #1)
SECTION 4 - OTHER ITEMS						
53	TRIM TREES ON NORTHEAST AND SOUTHWEST CORNERS	LS	\$242.00	1	1	\$ -
54	FIXED DECORATIVE BOLLARDS (INCLUDING FOUNDATION)	EA	\$2,398.22	8	8	\$ -
55	GRIDSMArt VEHICLE DETECTION SYSTEM INCLUDING LABOR, MATERIALS, AND HARDWARE, COMPLETE IN PLACE	EA	\$24,756.60	1	1	\$ -
56	SIGNAL MAINTENANCE AT MEMORIAL AND LINDENWOOD THROUGHOUT CONTRACT PERIOD	LS	\$2,510.75	1	1	\$ -
SECTION 5 - ADD ALTERNATES						
57	OFFICER PRESENT DURING NEW SIGNAL POLE ACTIVATION	HR	\$54.45	8	8	\$ -
58	TYPE "A" PULL BOX WITH GRAVEL AND GROUND ROD	EA	\$886.93	4	4	\$ -
59	CONDUIT, 1-IN SCH 80 PVC TRENCH	LF	\$12.47	450	450	\$ -
59A	GRIDSMArt VEHICLE DETECTION SYSTEM INCLUDING LABOR, MATERIALS, AND HARDWARE, COMPLETE IN PLACE (On Apartment Traffic Signal Pole if needed)	EA	\$25,760.90	1	0.000	\$ (25,760.90)
60	EXTRUDED CONCRETE CURB	LF	\$18.15	100	100	\$ -
SECTION 6 - ALLOWANCE						
61	CONSTRUCTION STAKING (INCLUDING ELEVATIONS)	LS	\$3,000.00	1	1	\$ -
62	ADJUST EXISTING IRRIGATION (SPRINKLER HEADS)	LS	\$1,000.00	1	1	\$ -
CHANGE ORDER NO. 1						
CO1.0	CityLynx Restoration (No Cost)	LS	\$0.00	0	0	\$ -
CO1.1	Landscaping work, including ditch cleaning, skid steer, stump grinder, top soil, landscape metal edging, plants, mulch, monkey grass, and hydroseeding. Includes misc cleanup, debris removal on north side and slight regrading.	LS	\$17,000.00	0	1	\$ 17,000.00
CO1.2	Vertical Right Turn Signal Head (3 Section) with backplate, sign "No right turn on Red," additional signal cable and signal programming.	LS	\$3,150.00	0	1	\$ 3,150.00
CO1.3	Extra Illuminated Sign, "Memorial Creole", including additional signal wiring, mounts and programming.	LS	\$4,600.00	0	1	\$ 4,600.00

\$ (1,010.90)

TOTAL ORIGINAL CONTRACT = \$ 333,982.12
TOTAL CHANGE ORDER 1 = \$ (1,010.90)
REVISED CONTRACT AMOUNT = \$ 332,971.22



14041 West Road, Suite 200, Houston, TX 77041

(713) 703-0519

City Lynx, Inc. is proud to offer you our proposal to consider for the following project.
 Please contact me directly if you have any questions. We look forward to working with you on this project.

Chad J. Zorn, PE, PTOE
 City Lynx, Inc.
 281-900-9374

Project Description : Landscaping Work
Hwy : Memorial at Lindenwood
Project Number : 0
Bid Date : 8/19/2023

Our terms, conditions, inclusions, and exclusions for this proposal are:

This proposal may be withdrawn if not accepted within 30 days.

Item No.	Description	Quantity	Unit	Unit Price	Total Price
103	Landscaping work, including ditch cleaning, skid steer, stump grinder, top soil, landscape metal edging, plants, mulch, monkey grass, and hydroseeding. Includes misc cleanup, debris removal on north side and slight regrading.	1.00	LS	\$ 17,000.00	\$ 17,000.00

\$ 17,000.00

TEXAS ELECTRICAL CONTRACTOR'S LICENSE # 35165
 REGULATED BY THE TEXAS DEPARTMENT OF LICENSING AND REGULATION
 P.O. BOX12157 Austin, TX 78711
 (800) 803-9202, (512) 463-6599 – www.tdlr.texas.gov



14041 West Road, Suite 200, Houston, TX 77041

(713) 703-0519

City Lynx, Inc. is proud to offer you our proposal to consider for the following project. Please contact me directly if you have any questions. We look forward to working with you on this project.

Chad J. Zorn, PE, PTOE
City Lynx, Inc.
281-900-9374

Project Description : Right Turn Signal Head
Hwy : Memorial at Lindenwood
Project Number :0
Bid Date : 8/16/2023

Our terms, conditions, inclusions, and exclusions for this proposal are:

This proposal may be withdrawn if not accepted within 30 days.
Excludes Law Enforcement if Required
Excludes Concrete, Asphalt, or Rip-Rap Removal or Replacement

Table with 6 columns: Item No., Description, Quantity, Unit, Unit Price, Total Price. Rows include items 9001 and 9002, and a total price of \$7,750.00.

TEXAS ELECTRICAL CONTRACTOR'S LICENSE # 35165
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**CITY OF HUNTERS CREEK VILLAGE
AGENDA DISCUSSION FORM**

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to approve Change Order #1 to the contract with AR Turnkey Construction Company, Inc. for the 2022 Outfall Rehabilitation and Repairs in the amount of \$36,279.00.

EXHIBITS: Change Order

Change Order #1

DATE OF ISSUANCE:	September 20, 2023	EFFECTIVE DATE:	September 20, 2023
PROJECT:	2022 Outfall Rehabilitation and Repairs	CONTRACTOR:	AR Turnkey Construction Company Inc.
OWNER:	City of Hunters Creek Village	ADDRESS:	P.O. Box 925985
ADDRESS:	#1 Hunters Creek Place Houston, TX 77024		Houston, TX 77292

DESCRIPTION OF CHANGES

- Scope:** 1) Additional Installation of 42" storm sewer by trenchless method at Kuhlman Outfall between inlets at Station 2+02.91 and Station 2+46.27 (54 additional LF).
- 2) Abandon and fill of existing 42" RCP near 844 Kuhlman Road (120 additional LF).
- 3) Additional Rip Rap installed at Kuhlman Road Outfall.

- Justification:** 1) Additional bore of 42" storm sewer necessary to avoid removing existing tree between inlets.
- 2) Additional abandon and fill of existing 42" RCP storm sewer necessary to avoid damage to the new construction slab at 844 Kuhlman.
- 3) Extra rip rap included at Kuhlman Road Outfall due to resident complaints to protect the channel from erosion.

Amount: \$36,279.00
Days: Zero days added

EXECUTIVE SUMMARY


CONTRACT PRICE SUMMARY

Original Contract Price	\$	496,202.00
Change Order No. 1	\$	36,279.00
Revised Contract Price	\$	532,481.00

CONTRACT TIME SUMMARY


		DATE
Original Contract Time Substantial Completion	60	July 14, 2023
Previous Change Orders	0	
This Change Order	0	
Revised Contract Time	60	July 14, 2023
Original Contract Time Final Completion	90	August 13, 2023
Previous Change Orders	0	
This Change Order	0	
Revised Contract Time	90	August 13, 2023

Submitted by:

By:	Adam Turner		9/20/23
	Print Name	Signature	Date

AR Turnkey Construction Company Inc.

Recommended by:

By:	Stephen L. Byington		9/20/2023
	Print Name	Signature	Date

Cobb, Fendley & Associates, Inc.

Approved:

By:			
	Print Name	Signature	Date

City of Hunters Creek Village

CHANGE ORDER #1 COST REPORT

Item No.	Item Description	Unit	Unit Price	Original QTY	Current Qty (Change Order #1)	QTY Earned to Date	Amount Earned to Date	Total Cost Difference (CO #1)
SECTION 1 - GENERAL ITEMS								
1	Mobilization (No Greater than 5% of Total Bid)	LS	\$ 21,000.00	1	1	1	\$ 21,000.00	\$ -
2	Tree Protection Plan	LS	\$ 5,000.00	1	1	1	\$ 5,000.00	\$ -
3	Block Sodding	SY	\$ 7.00	400	400	400	\$ 2,800.00	\$ -
SECTION 2 - STORM SEWER POLLUTION PREVENTION PLAN								
4	Erosion/Sediment Control in Accordance with TPDES Requirements, Including Notice of Intent (NOI), Notice of Termination (NOT), Maintenance, Inspection and Reporting	LS	\$ 850.00	1	1	1	\$ 850.00	\$ -
5	SWPPP Inspection and Maintenance	LS	\$ 1,500.00	1	1	1	\$ 1,500.00	\$ -
6	Reinforced Filter Fabric Fence	LF	\$ 3.00	200	0	0	\$ -	\$ (600.00)
7	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place (Stage I)	LF	\$ 10.00	128	128	128	\$ 1,280.00	\$ -
8	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place (Stage II)	LF	\$ 10.00	32	0	0	\$ -	\$ (320.00)
9	Furnish Stabilized Construction Access, Complete in Place	SY	\$ 5.00	360	360	360	\$ 1,800.00	\$ -
SECTION 3 - DEMOLITION ITEMS								
10	Remove and Dispose Offsite of Existing Concrete Pavement, Subgrade, Concrete Curb, All Thicknesses, Complete in Place (Includes All Saw Cutting Required)	SY	\$ 40.00	30	30	30	\$ 1,200.00	\$ -
11	Remove and Dispose Offsite of Existing Concrete Walkways (All Thicknesses), Complete in Place	SY	\$ 10.00	5	5	5	\$ 50.00	\$ -
12	Remove and Dispose Existing Inlet (All Types, Sizes and Depths), Complete in Place	EA	\$ 250.00	5	5	5	\$ 1,250.00	\$ -
13	Remove and Dispose Existing Manhole (All Types, Sizes and Depths), Complete in Place	EA	\$ 450.00	1	1	1	\$ 450.00	\$ -
14	Remove and Dispose Existing Storm Sewer, All Sizes, Complete in Place	LF	\$ 25.00	275	200	200	\$ 5,000.00	\$ (1,875.00)
15	Remove and Dispose of Miscellaneous Wood and Demolition Debris	CY	\$ 100.00	2	2	2	\$ 200.00	\$ -
16	Abandon and Fill 42-Inch Diameter Sewer	LF	\$ 111.00	50	170	170	\$ 18,870.00	\$ 13,320.00
SECTION 4 - PAVING ITEMS								
17	7-Inch Reinforced Concrete Pavement, Complete in Place	SY	\$ 225.00	30	30	30	\$ 6,750.00	\$ -
18	Wheel Chair Ramp	SF	\$ 295.00	50	50	50	\$ 14,750.00	\$ -
SECTION 5 - STORM SEWER ITEMS								
19	Precast Type BB Inlet, Complete in Place	EA	\$ 6,000.00	2	3	3	\$ 18,000.00	\$ 6,000.00
20	Grate Inlet, Complete in Place	EA	\$ 5,000.00	4	5	5	\$ 25,000.00	\$ 5,000.00
21	Precast Concrete Storm Sewer Manhole, Type "C" with 48-Inch Ring and Cover for 18-Inch to 42-Inch Pipe, (All Depths), Complete in Place	EA	\$ 6,000.00	1	1	1	\$ 6,000.00	\$ -
22	Precast Concrete Storm Sewer Manhole, Type "C" with 60-Inch Ring and Cover for 18-Inch to 42-Inch Pipe, (All Depths), Complete in Place	EA	\$ 6,800.00	2	2	2	\$ 13,600.00	\$ -
23	24-Inch Reinforced Concrete Pipe C-76 Type III, With Rubber Gaskets, C/S Sand Bed and Backfill, Complete in Place	LF	\$ 150.00	11	11	11	\$ 1,650.00	\$ -
24	42-Inch Reinforced Concrete Pipe C-76 Type III, With Rubber Gaskets, C/S Sand Bed and Backfill, Complete in Place	LF	\$ 485.00	352	298	298	\$ 144,530.00	\$ (26,190.00)
25	42-Inch Reinforced Concrete Pipe C-76 Type III, With Rubber Gaskets, By Trenchless Construction	LF	\$ 1,211.00	56	110	110	\$ 133,210.00	\$ 65,394.00
26	Trench Safety for Storm Sewer, All Depths, Complete in Place	LF	\$ 10.00	363	298	298	\$ 2,980.00	\$ (650.00)
27	Proposed 18" Cured-in-Place Pipe	LF	\$ 385.00	92	92	92	\$ 35,420.00	\$ -
28	Proposed 24" Cured-in-Place Pipe	LF	\$ 439.00	119	119	119	\$ 52,241.00	\$ -
29	Riprap, Gradation No. 2	CY	\$ 200.00	35	65	65	\$ 13,000.00	\$ 6,000.00

CHANGE ORDER #1 COST REPORT

Item No.	Item Description	Unit	Unit Price	Original QTY	Current Qty (Change Order #1)	QTY Earned to Date	Amount Earned to Date	Total Cost Difference (CO #1)
SECTION 6 - EXTRA WORK ITEMS								
30	Extra Backfill Material, Cement Stabilized Sand	TON	\$ 20.00	100	0	0	\$ -	\$ (2,000.00)
31	Potholing to Locate Existing Utility	EA	\$ 700.00	5	5	5	\$ 3,500.00	\$ -
32	Yard Drain Basin, Complete in Place	EA	\$ 2,000.00	2	0	0	\$ -	\$ (4,000.00)
33	Extra Select Backfill Material	CY	\$ 30.00	100	20	20	\$ 600.00	\$ (2,400.00)
34	6" Concrete Curb, Complete in Place	LF	\$ 20.00	20	0	0	\$ -	\$ (400.00)
35	Long Sanitary Sewer Service Stubs and Connections	EA	\$ 3,000.00	2	0	0	\$ -	\$ (6,000.00)
SECTION 7 - CASH ALLOWANCE								
36	Landscape Restoration (Covers Landscaping and Sprinkler System Repairs, As Approved By Engineer)	LS	\$ 15,000.00	1	0.0	0.0	\$ -	\$ (15,000.00)

\$ 532,481.00 \$ 36,279.00

TOTAL ORIGINAL CONTRACT = \$ 496,202.00
TOTAL CHANGE ORDER 1 = \$ 36,279.00
REVISED CONTRACT AMOUNT = \$ 532,481.00



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to accept a proposal from Uretek USA for Willowend Pavement Lifting in the amount of \$49,800.00.
EXHIBITS: Proposals

PROPOSAL FOR SERVICES

Prepared for:

Tom Fullen
City of Hunters Creek Village, TX
Hunters Creek - 30 Willowend Dr - Birdbath

Prepared by:

Robert Vera
Project Manager

URETEK USA, Inc.

(346) 225-4284

rvera@uretekusa.com

www.uretekusa.com

Proposal date:

September 20, 2023



Tom,

URETEK USA, Inc. is pleased to present this proposal for our safe, non-intrusive, and long-lasting polymer repair solutions. URETEK pioneered and refined the polymer ground injection technology in use today. We have 30 years in the business and over 100,000 (and counting) successful projects to date.

Scope of Work:

City of Hunters Creek Village asked URETEK to go review site located at 30 Willowend Dr 29.760776,-95.503359. There are signs of a vertical joint mismatch and settlement alongside the curb line causing water to pond along the curb line. There are approx. 4 separate areas of settlement in between addresses 38-26 Willowend driveways.

The work area is approximately 320' x 8' with a maximum of 2in of lift needed. URETEK will plan to prevent future settlement by injecting beneath the pavement to stabilize the soils and lift the roadway back to grade. The injection plan will consist of injecting the right lane, at -4'. An additional row at -4' will be injected near the right curb line to strengthen the area and lift where applicable. URETEK will profile the area to ensure proper drainage to the storm sewers. This will allow the water to flow towards the drain as designed. This quote is based on URETEK competing the location 3 working shifts (days) weather permitted.

URETEK USA hereby proposes to furnish all equipment, labor, materials and supervision, unless noted otherwise, to complete the scope of work described above. Changes to the Scope of Work such as an extension of the repair area and/or unforeseen conditions will be performed via Change Order.

URETEK USA will notify you immediately upon discovery of any unforeseen conditions as URETEK USA will not proceed with any additional work without your prior written approval.

Construction Details:

URETEK will perform the following operations:

- If required, Dynamic Cone Penetrometer (DCP) tests at locations chosen by the URETEK Supervisor will be executed. DCP tests will be used to confirm existing subgrade and/or foundation soil conditions, to locate voids, and to assist in determining or confirming injection depth(s). This plan will include depths, spacing, and pattern for all injections. If testing shows additional injection levels are needed, the URETEK Project Manager will get approval from the client prior to proceeding.
- Pavement Profile will be taken every 10 ft. in a longitudinal direction on edges and center of work area. Profile spots will be taken before and after injections and documented for review. During the procedure for void fill and/or pavement lifting, injections will be monitored by laser level, dial indicator, and/or string line.

- For UDI, holes will be vertically drilled to a depth sufficient to penetrate below the pavement and into the subgrade. Injection tubes will be inserted to the required depth(s) determined by the DCP test results. The holes shall be sufficiently spaced to fill voids and realign the pavement.
- Production units will have mounted proportion pumps capable of maintaining proper polyurethane component material temperature, material pressure and proper mixing of component materials.
- Certified and calibrated Flow Meters will read injected material amounts of components ("A" + "B").

Proposed Cost:

Location #1: Willowend Dr
29.760827, -95.503371
320' x 8' - 2" max lift
Area #1: 30 Willowend Dr - 320' x 8'

Estimated Pounds: 7,000
Estimated Cost: \$42,000.00

Total Estimated Pounds = 7,000

Total Material Estimate: \$42,000.00

Total Estimate: \$42,000.00

This pricing is valid for up to 30 days from the date of this proposal.

Changes to Scope of Work:

All change orders must be approved in writing and signed on behalf of URETEK and the project site representative.

Items not Included in Quote:

Traffic Control, Bonding/Bond Participation, Saw Cutting, Sales Tax, Joint/Crack Sealing, Milling of Existing Asphalt Wedges (if required)

Payment Terms:

If agreement is by the pound, client will only pay for product installed. Payment terms are net 30 unless the contract states differently.

BuyBoard National Purchasing Cooperative:

URETEK is able to accept purchase orders directly through BuyBoard (<https://www.buyboard.com>). Pricing is based off of BuyBoard Contract #635-21.

Warranty:

URETEK will provide a two-year unconditional warranty against settlement of more than 1/2" in pavement structures that have been injected. In the unlikely event that movement of more than 1/2" occurs in the injected pavement structure, URETEK will return to inject the pavement structure to lift to proper grade at no charge to the owner. If traffic control is not included in this proposal, URETEK would require that any traffic control required to perform the warranty work be provided by the owner.

Any bonded project shall only provide a one-year warranty from date of substantial completion. This shall not impact the URETEK two-year unconditional warranty described above.

This warranty shall be null if:

- The DCP tests reveal problems deeper than the approved injection plan and the client chooses not to address those problems at the time of this project.
- The client does not perform joint repair and/or crack sealing after URETEK completes their work on the pavement.

Concealed or Unknown Conditions:

It is the responsibility of the owner to provide as-built drawing and site condition information to URETEK before our crew gets on-site to work on a project for the owner. Site condition information includes, but not limited to soil borings reports, pavement structure drawings, water table information, and architectural drawings of structures in the work area. If it is known that there is underground infrastructure: pipes, culverts, duct banks, conduit, etc. in the proposed work area, the owner must identify them prior to work being started. URETEK will be placing tubes into the ground and injecting a low viscosity liquid. While in the liquid phase, the polymer will flow to the weakest area it encounters. If there are cracked or disjointed pipes, culverts, duct banks, conduits, etc., the structure may be infiltrated and filled with polymer. Unless noted by the owner, URETEK will proceed under the assumption that all underground infrastructure is sound. URETEK will not be held responsible for any harm, damage, or costs to repair or replace said structures that are in disrepair or have open joints.

Indemnification & Hold Harmless:

To the fullest extent permitted by law, the Subcontractor shall indemnify and hold harmless the Contractor, the Contractor's other subcontractors, the Architect, the Owner and their agents, consultants and employees (the Indemnities) from all claims for bodily injury and property damage other than to the Work itself that may arise from the performance of the Subcontract Work, including

reasonable attorneys' fees, costs and expenses, that arise from the performance of the Work, but only to the extent caused by the negligent acts or omissions of the Subcontractor, the Subcontractor's Sub Subcontractors or anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable. This indemnity includes if the Subcontractor or any of its agents, employees, suppliers, or lower-tier Subcontractors utilize any machinery, equipment, tools, scaffolding, hoists, lifts or similar items owned, leased, or under the control of the Contractor. The Subcontractor shall be entitled to reimbursement of any defense cost paid above Subcontractor's percentage of liability for the underlying claim to the extent attributable to the negligent acts or omissions of the Indemnities.

Schedule:

Schedule will be discussed between URETEK and client after all paperwork has been approved by both sides. Operations can accommodate day or night/weekday and/or weekend work depending on the client's schedule. Traffic can be returned to the project area 15 minutes after our last injection.

Merit Shop Contractor:

URETEK USA, Inc. is a merit shop contractor and all services provided by this proposal will be on a merit shop basis. All reference to labor agreement of any kind, or alluded to, in a contract in principle or a sub-contract, are set aside and not part of this proposal.

Operating Classification:

Primary NAICS:

237310 - Highway, Street, and Bridge Construction

Secondary NAICS:

237110 - Water and Sewer Line and Related Structures Construction

237990 - Railroad Construction & Other Heavy and Civil Engineering Construction

236118 - Remodeling Construction

236210 - Industrial Building Construction

236220 - Construction (including new work, additions, alterations, maintenance, and repairs) of

Commercial and Institutional Buildings and Related Structures

238190 - Other Foundation, Structure, and Building Exterior Contractors

238990 - Specialized Trade and Site Preparation

Unique Entity Identifier (UEI) #: PRF6YC157PH5

DUNS #: 556910990

CAGE code: 1T9Y9

URETEK USA, Inc. is an Equal Opportunity Employer hiring minority, disadvantaged, disabled, and veteran personnel. URETEK can also help you achieve your DBE goals.

PROPOSAL FOR SERVICES

Prepared for:

Tom Fullen
City of Hunters Creek Village, TX
Hunters Creek - Walwick Dr lift/stabilize

Prepared by:

Robert Vera
Project Manager

URETEK USA, Inc.

(346) 225-4284

rvera@uretekusa.com

www.uretekusa.com

Proposal date:

September 20, 2023



Tom,

URETEK USA, Inc. is pleased to present this proposal for our safe, non-intrusive, and long-lasting polymer repair solutions. URETEK pioneered and refined the polymer ground injection technology in use today. We have 30 years in the business and over 100,000 (and counting) successful projects to date.

Scope of Work:

City of Hunters Creek asked URETEK to go review site located at 19 Walwick Dr 29.760241,-95.503613. There are signs of settlement, pavement cracking and joint misalignment.

The work area is approximately 24' x 12' with a maximum of a 3in lift needed. URETEK will plan to prevent future settlement by injecting beneath the pavement to stabilize the soils and lift the roadway back to grade. The injection plan will consist of injections on both sides of the vertical joint, as well as from horizontal crack stretches across the entire panel at -4'. An additional -4' will be injected near the right curb line to strengthen the area without needing to lift. URETEK will profile the area to ensure proper drainage to the storm sewers. This quote is based on completing the location within 1 working day weather permitting.

URETEK hereby proposes to furnish, labor, materials and supervision, unless noted otherwise, to complete the scope of work described above. Changes to the Scope of Work such as an extension of repair area and/or unforeseen conditions will be performed via change order.

URETEK will notify you immediately upon discovery of any unforeseen conditions as URETEK will not proceed with any additional work without your prior written approval.

Construction Details:

URETEK will perform the following operations:

- If required, Dynamic Cone Penetrometer (DCP) tests at locations chosen by the URETEK Supervisor will be executed. DCP tests will be used to confirm existing subgrade and/or foundation soil conditions, to locate voids, and to assist in determining or confirming injection depth(s). This plan will include depths, spacing, and pattern for all injections. If testing shows additional injection levels are needed, the URETEK Project Manager will get approval from the client prior to proceeding.
- Pavement Profile will be taken every 10 ft. in a longitudinal direction on edges and center of work area. Profile spots will be taken before and after injections and documented for review. During the procedure for void fill and/or pavement lifting, injections will be monitored by laser level, dial indicator, and/or string line.

- For UDI, holes will be vertically drilled to a depth sufficient to penetrate below the pavement and into the subgrade. Injection tubes will be inserted to the required depth(s) determined by the DCP test results. The holes shall be sufficiently spaced to fill voids and realign the pavement.
- Production units will have mounted proportion pumps capable of maintaining proper polyurethane component material temperature, material pressure and proper mixing of component materials.
- Certified and calibrated Flow Meters will read injected material amounts of components (“A” + “B”).

Proposed Cost:

Location #1: Walwick Dr
29.760231, -95.503649
24' x 12' - 3" max lift
Area #1: Walwick Dr - 24' x 12'

Estimated Pounds: 1,300
Estimated Cost: \$7,800.00

Total Estimated Pounds = 1,300

Total Material Estimate: \$7,800.00

Total Estimate: \$7,800.00

This pricing is valid for up to 30 days from the date of this proposal.

Changes to Scope of Work:

All change orders must be approved in writing and signed on behalf of URETEK and the project site representative.

Items not Included in Quote:

Traffic Control, Bonding/Bond Participation, Saw Cutting, Sales Tax, Joint/Crack Sealing, Milling of Existing Asphalt Wedges (if required)

Payment Terms:

If agreement is by the pound, client will only pay for product installed. Payment terms are net 30 unless the contract states differently.

BuyBoard National Purchasing Cooperative:

URETEK is able to accept purchase orders directly through BuyBoard (<https://www.buyboard.com>). Pricing is based off of BuyBoard Contract #635-21.

Warranty:

URETEK will provide a two-year unconditional warranty against settlement of more than 1/2" in pavement structures that have been injected. In the unlikely event that movement of more than 1/2" occurs in the injected pavement structure, URETEK will return to inject the pavement structure to lift to proper grade at no charge to the owner. If traffic control is not included in this proposal, URETEK would require that any traffic control required to perform the warranty work be provided by the owner.

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This warranty shall be null if:

- The DCP tests reveal problems deeper than the approved injection plan and the client chooses not to address those problems at the time of this project.
- The client does not perform joint repair and/or crack sealing after URETEK completes their work on the pavement.

Concealed or Unknown Conditions:

It is the responsibility of the owner to provide as-built drawing and site condition information to URETEK before our crew gets on-site to work on a project for the owner. Site condition information includes, but not limited to soil borings reports, pavement structure drawings, water table information, and architectural drawings of structures in the work area. If it is known that there is underground infrastructure: pipes, culverts, duct banks, conduit, etc. in the proposed work area, the owner must identify them prior to work being started. URETEK will be placing tubes into the ground and injecting a low viscosity liquid. While in the liquid phase, the polymer will flow to the weakest area it encounters. If there are cracked or disjointed pipes, culverts, duct banks, conduits, etc., the structure may be infiltrated and filled with polymer. Unless noted by the owner, URETEK will proceed under the assumption that all underground infrastructure is sound. URETEK will not be held responsible for any harm, damage, or costs to repair or replace said structures that are in disrepair or have open joints.

Indemnification & Hold Harmless:

To the fullest extent permitted by law, the Subcontractor shall indemnify and hold harmless the Contractor, the Contractor's other subcontractors, the Architect, the Owner and their agents, consultants and employees (the Indemnities) from all claims for bodily injury and property damage other than to the Work itself that may arise from the performance of the Subcontract Work, including

reasonable attorneys' fees, costs and expenses, that arise from the performance of the Work, but only to the extent caused by the negligent acts or omissions of the Subcontractor, the Subcontractor's Sub Subcontractors or anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable. This indemnity includes if the Subcontractor or any of its agents, employees, suppliers, or lower-tier Subcontractors utilize any machinery, equipment, tools, scaffolding, hoists, lifts or similar items owned, leased, or under the control of the Contractor. The Subcontractor shall be entitled to reimbursement of any defense cost paid above Subcontractor's percentage of liability for the underlying claim to the extent attributable to the negligent acts or omissions of the Indemnities.

Schedule:

Schedule will be discussed between URETEK and client after all paperwork has been approved by both sides. Operations can accommodate day or night/weekday and/or weekend work depending on the client's schedule. Traffic can be returned to the project area 15 minutes after our last injection.

Merit Shop Contractor:

URETEK USA, Inc. is a merit shop contractor and all services provided by this proposal will be on a merit shop basis. All reference to labor agreement of any kind, or alluded to, in a contract in principle or a sub-contract, are set aside and not part of this proposal.

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236118 - Remodeling Construction

236210 - Industrial Building Construction

236220 - Construction (including new work, additions, alterations, maintenance, and repairs) of

Commercial and Institutional Buildings and Related Structures

238190 - Other Foundation, Structure, and Building Exterior Contractors

238990 - Specialized Trade and Site Preparation

Unique Entity Identifier (UEI) #: PRF6YC157PH5

DUNS #: 556910990

CAGE code: 1T9Y9

URETEK USA, Inc. is an Equal Opportunity Employer hiring minority, disadvantaged, disabled, and veteran personnel. URETEK can also help you achieve your DBE goals.



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to accept a proposal from Southtex Asphalt for milling of pavement related to Willowend Pavement Lifting in the amount of \$8,750.00.

EXHIBITS: Proposal



P.O. Box 23097
Houston, TX 77228

Telephone 713.673.7582
Fax 713.673.7550

September 22, 2023

Tom Fullen
City of Hunters Creek Village
1 Hunters Creek Place
Hunters Creek Village, TX 77024

PROPOSAL

RE: Milling Asphalt on Concrete

SCOPE OF WORK

Asphalt Milling on Concrete Street

1. Mill approx. 3,840 sq. ft. of asphalt and asphalt residue on top the existing concrete street in order to aid in the drainage situation (in conjunction with the concrete lifting project).
2. Sweep and haul off the milled material.

Note: This process will scarify the existing concrete so Southtex will perform a test area in the beginning of the project in order to show the city what the scaring and grooving of the concrete will look like. If the surface scaring is acceptable, Southtex will continue to use the mill machine to remove as much of the asphalt as possible. There will be some areas where it might not be worth trying to remove the asphalt residue as it is so thin that scaring the concrete will provide no benefit and will not look any better and possibly worse. Southtex will charge a mobilization/test fee and then an hourly rate if the milling process is accepted by the city.

Price for mobilization/test area: \$6,500.00 plus tax if applicable.

Price for milling and hauling off per hour: \$ 750.00 plus tax if applicable.

It can be difficult to determine how long milling will take due to the unknown nature of this asphalt and how difficult it will be to remove. If this asphalt is typical and is easy to remove with our mill attachment, we estimate three hours to remove and sweep (\$2,250.00 plus tax). For reference, this would make the total cost of the job \$8,750.00 plus tax.

Southtex Asphalt is not responsible for the surface damage to the concrete or further damage to the existing cracks and joints in the concrete.

Proposal presented by; Andy Jackson

Proposal accepted by; _____



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to direct Planning and Zoning to review and make recommendations on a request to amend the zoning rules for walls along Voss and Memorial.

EXHIBITS:

Suggested topics and reasoning for review:

Sec. 44-163. Fences and walls (4) Special rules for fences and walls on rear or side property lines facing Voss or Memorial..."rear or side property line fence or wall along Voss Road or Memorial Drive shall be of brick or masonry construction."

- Define fence and wall
- Define masonry, ie. is Hardi Plank masonry
- Expand material choices to include stone (natural or cultured)
- Allow prefabricated concrete panels.

It is understood that a fence is not a wall and vice versa, yet the ordinance states that fences are permitted along Voss and Memorial where only walls were intended to be allowed. The difference between a fence and a wall is that you can almost always see through a fence, at least to some degree, while a wall is solid.



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

AGENDA DATE: September 26, 2023
AGENDA SUBJECT: Discussion and possible action to consider an ordinance amending chapter 18, Article II, of the Code of Ordinances of the City of Hunters Creek Village, which regulates tree preservation, to temporarily decrease the required diameter of a replacement tree from 6” caliper to 5” caliper; providing an effective date and an expiration date; providing a penalty of up to \$2000 for each offense; and making other provisions related to the subject.

EXHIBITS: Ordinance

This amendment is recommended due to the excessive heat and drought condition that has persisted in Texas throughout the Summer. The heat and drought have impacted the availability of desirable trees, and the consequence of these circumstances will continue to have a negative result on the home owner and contractors ability to meet the City’s minimum requirement of a six inch diameter replacement tree. The heat and drought have also stunted the growth of various tree species that already have a slow maturity rate and will further reduce their availability as the request for replacement trees increase. The dead and dying trees and the desire to replace them will increase the demand on all nurseries and further exaggerate the difficulty in finding desirable trees for replacement in the near future. The suggested 24 months is solely an estimate for needed relief, and is recommended because the devastating impact of the drought and heat on trees will not be fully apparent until next spring.

ORDINANCE NO. 2023-938

AN ORDINANCE AMENDING CHAPTER 18, ARTICLE II OF THE CODE OF ORDINANCES OF THE CITY OF HUNTERS CREEK VILLAGE, WHICH REGULATES TREE PRESERVATION, TO TEMPORARILY DECREASE THE REQUIRED DIAMETER OF A REPLACEMENT TREE FROM 6” CALIPER TO 5” CALIPER PROVIDING AN EFFECTIVE DATE; PROVIDING A PENALTY OF UP TO \$2000 FOR EACH OFFENSE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

WHEREAS, the City Council finds that recent drought conditions in the City are likely to increase the demand for larger replacement trees over the next two years with a resulting increase in costs;

WHEREAS, the City Council desires to temporarily decrease the required caliper size of replacement trees in consideration of the expected increase in costs;

* * * * *

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

Section 1. Amendment. The definition of a “Replacement Tree” in Section 18-19 of Chapter 18, Article II of the Code of Ordinances of the City of Hunters Creek Village is hereby amended to read as shown in the attached Exhibit “A”.

Section 2. Publication and effective date. The changes enacted by this ordinance shall become effective immediately after publication in accordance with the requirements of state law and shall expire on the second anniversary of the date of enactment.

Section 3. Penalty for violation. A violation of Chapter 18, Article II is punishable by a fine of up to \$500.00 for each offense as more specifically provided in Section 1-8 of the Code of Ordinances.

Section 4. Repeal. This Ordinance is intended to be cumulative and shall not repeal any provision of a previous ordinance or City Code except to the extent that a provision is inconsistent and cannot be reconciled with this ordinance.

Section 5. Severability. In the event any clause, phrase, provision, sentence, or part of this Ordinance, or its application to any person or circumstance,

shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof, other than the part declared to be invalid or unconstitutional. The City Council declares that it would have passed each and every part of this Ordinance notwithstanding the omission of any part that might be declared to be invalid or unconstitutional.

PASSED, APPROVED and ADOPTED this, the 26th day of September, 2023.

Jim Pappas, Mayor
City of Hunters Creek Village, Texas

ATTEST:

Tom Fullen, City Administrator/acting City Secretary
City of Hunters Creek Village, Texas

DRAFT

EXHIBIT A

Replacement tree means a tree that: a) has a caliper of ~~six~~ five inches or more; b) is at least ten feet in height; c) is one of the species listed in section 18-27; and d) is planted under the requirement of this article.

DRAFT