

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, January 23, 2024 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items.

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

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- A. Call to order and the roll of elected and appointed officers will be taken.
- B. Pledge of Allegiance.
- C. **PUBLIC COMMENTS** *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*
- D. **REPORTS**
1. City Treasurer Monthly Report **Pgs. 1-5**
 2. Police Commissioner Monthly Report **Pgs. 6-45**
 3. Fire Commissioner Monthly Report **Pgs. 46-53**
 4. Building Official Monthly Report **Pgs. 54-71**
 5. City Engineer Monthly Report **Pgs. 72-73**
 6. City Administrator Report
 7. Mayor and Council Reports and Comments
- E. **CONSENT AGENDA** *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*
1. Approval of the Minutes of the Regular Meeting on December 5, 2023. **Pgs. 74-77**
 2. Approval of the Cash Disbursement Journal for December 2023. **Pgs. 78-81**
 3. Approval of the renewal with Harris County Sheriff's Office for housing city prisoners effective January 1, 2024. **Pg. 82**

F. REGULAR AGENDA

1. Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas for Timothy Kirwin of Kirwin Law Firm, PLLC to be appointed the City Attorney. [Pgs. 83-85](#)
2. Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 4, 2024, for the purpose of electing three (3) Council Members (Position Nos. 1, 2, and 3); and providing details relating to the holding of the election. [Pgs. 86-88](#)
3. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, the City Council has reviewed the City's Investment Policy and investment strategies; and making other provisions related to the subject. [Pgs. 89-91](#)
4. Discussion and possible action to approve an ordinance amending chapter 26 of the code of ordinances of the City of Hunters Creek Village to prohibit the discharge of firearms within the city and to provide an exception for police officers and public officials as necessary to carry out their official duties; providing an effective date; providing a penalty of up to \$500 for each offense; and making other provisions related to the subject. [Pgs. 92-95](#)
5. Discussion and possible action regarding the City's 2024 Arbor Day program. [Pgs. 96-99](#)
6. Discussion and possible action to approve an extension for remodel permit 202100216 at 10802 Oak Hollow St. [Pgs. 100-102](#)
7. Discussion and possible action to approve an extension for new residence permit 202100314 at 2 Bridlewood Ct. [Pgs. 103-104](#)
8. Discussion and possible action to approve a partial refund for permit 202100111 at 517 Wellesley Dr. [Pgs. 105-106](#)
9. Discussion and possible action regarding Competitive Sealed Proposal (CSP) criteria. [Pgs. 107-115](#)
10. Discussion and possible action to approve Amendment No. 74 to the engineering contract with Cobb Fendley in the amount of \$152,860.00 for Engineering Services associated with the Shasta Drive, Pineland Drive, and Lindenwood Drive Reconstruction project. [Pgs. 116-122](#)

11. Discussion and possible action to approve Amendment No. 75 to the engineering contract with Cobb Fendley in the amount of \$30,400.00 for Engineering Services associated with the Lindenwood Drive Outfall No. 24 Extension. [Pgs. 123-128](#)

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

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

I. ADJOURNMENT

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

CERTIFICATION

I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, #1 Hunters Creek Place, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: January 19, 2024 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>.

**City of Hunters Creek Village
Monthly Tax Office Report
December 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	261,371.18	(8,037.61)	253,333.57
Adjusted Levy	6,220,804.54	129,774.27	6,350,578.81
Less Collections Y-T-D	6,192,473.91	(17,530.65)	6,174,943.26
Receivable Balance	<u>\$ 28,330.63</u>	<u>\$ 147,304.92</u>	<u>\$ 175,635.55</u>

C. COLLECTION RECAP:

	Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Current Month:			
Base Tax	\$ (779.88)	\$ (194.08)	\$ (973.96)
Penalty & Interest	1.35	-	1.35
Attorney Fees	1.50	-	1.50
Other Fees	-	-	-
Total Collections	<u>\$ (777.03)</u>	<u>\$ (194.08)</u>	<u>\$ (971.11)</u>

	Current 2022 Tax Year	Delinquent 2021 & Prior Tax Years	Total
Year-To-Date:			
Base Tax:	\$ 6,192,473.91	\$ (17,530.65)	\$ 6,174,943.26
Penalty & Interest	28,526.37	96.52	28,622.89
Attorney Fees	5,859.32	135.35	5,994.67
Other Fees	81.27	18.56	99.83
Total Collections	<u>\$ 6,226,940.87</u>	<u>\$ (17,280.22)</u>	<u>\$ 6,209,660.65</u>

Percent of Adjusted Levy	<u>100.10%</u>		<u>99.82%</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	6,298,494.25	-39,027.75	0.62 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	0.00	-16,780.86	-31,780.86	211.87 %
100-00-41010	FRANCHISE TAXES	400,000.00	400,000.00	0.00	321,505.85	-78,494.15	19.62 %
100-00-41015	SALES TAXES	650,000.00	650,000.00	0.00	550,468.11	-99,531.89	15.31 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	0.00	28,852.60	8,852.60	144.26 %
100-00-41040	PENALTIES/INTEREST	15,000.00	15,000.00	0.00	23,716.40	8,716.40	158.11 %
100-00-42035	BUILDING PERMITS	355,000.00	355,000.00	44,791.48	448,061.37	93,061.37	126.21 %
100-00-42044	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	234.37	5,739.64	3,739.64	286.98 %
100-00-43056	EMS	0.00	0.00	0.00	39,958.97	39,958.97	0.00 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	0.00	4,141.73	141.73	103.54 %
100-00-43070	METRO RECEIPTS	315,000.00	315,000.00	0.00	275,234.07	-39,765.93	12.62 %
100-00-44025	TRAFFIC FINES	140,000.00	140,000.00	9,205.05	207,841.34	67,841.34	148.46 %
100-00-44027	COURT TECHNOLOGY FUND	2,000.00	2,000.00	185.66	4,034.38	2,034.38	201.72 %
100-00-44028	COURT SECURITY FUND	1,500.00	1,500.00	235.20	4,843.94	3,343.94	322.93 %
100-00-46030	INTEREST INCOME	15,000.00	15,000.00	0.00	437,377.15	422,377.15	2,915.85 %
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	19.62	45,504.65	35,504.65	455.05 %
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	54,671.38	8,720,851.37	403,829.37	4.86 %
Expense							
100-01-71000	SALARIES & WAGES	613,672.00	613,672.00	0.00	572,242.46	41,429.54	6.75 %
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	0.00	11,009.58	1,263.42	10.29 %
100-01-71025	TMRS	125,618.00	125,618.00	0.00	118,581.21	7,036.79	5.60 %
100-01-71030	PAYROLL TAXES	47,412.00	47,412.00	0.00	41,314.39	6,097.61	12.86 %
100-01-71105	INSURANCE BENEFITS	115,746.00	115,746.00	18,812.62	123,741.48	-7,995.48	-6.91 %
100-01-71107	HRA	4,000.00	4,000.00	213.93	713.93	3,286.07	82.15 %
100-01-72045	NOTICES & MAILING	15,000.00	15,000.00	383.12	5,856.59	9,143.41	60.96 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	780.26	7,636.56	863.44	10.16 %
100-01-72060	TELEPHONE	18,191.00	18,191.00	4,359.28	22,401.33	-4,210.33	-23.15 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	971.19	4,356.59	5,643.41	56.43 %
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	0.00	7,300.00	2,900.00	28.43 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	738.63	1,061.37	58.97 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	4,800.00	4,800.00	135.00	3,191.32	1,608.68	33.51 %
100-01-72108	GEN LIABILITY/PROP/WC INS	23,746.00	23,746.00	0.00	21,339.74	2,406.26	10.13 %
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	523.21	4,476.79	89.54 %
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	3,760.08	11,153.19	11,846.81	51.51 %
100-02-72042	CONSULTING SERVICES	20,000.00	20,000.00	2,954.10	25,658.27	-5,658.27	-28.29 %
100-02-72085	TAX COLLECTOR/ASSESSOR	65,100.00	65,100.00	0.00	53,592.00	11,508.00	17.68 %
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	1,650.00	22,939.00	52,061.00	69.41 %
100-02-72502	CITY ENGINEER	78,750.00	78,750.00	8,695.74	38,243.55	40,506.45	51.44 %

My Budget Report

For Fiscal: 2023 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-02-78504	TCEQ PHIII STORMWATER PERMIT	7,500.00	7,500.00	2,314.51	6,147.01	1,352.99	18.04 %
100-03-72001	VILLAGE FIRE DEPARTMENT	1,933,491.00	1,933,491.00	94,422.60	2,085,956.30	-152,465.30	-7.89 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,488,811.00	2,488,811.00	0.00	2,299,773.19	189,037.81	7.60 %
100-04-72015	GARBAGE SERVICE	577,500.00	577,500.00	42,769.42	470,463.62	107,036.38	18.53 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	10,183.80	55,760.05	4,239.95	7.07 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	0.00	1,262.02	737.98	36.90 %
100-04-72062	TRAVEL/TRAINING - PW	8,500.00	8,500.00	100.00	3,678.14	4,821.86	56.73 %
100-04-72070	MOSQUITO FOGGING CONTRACT	13,781.00	13,781.00	642.00	9,630.00	4,151.00	30.12 %
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	206.88	2,465.68	1,134.32	31.51 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	4,160.00	56,280.00	3,720.00	6.20 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	1,504.22	12,332.90	2,667.10	17.78 %
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	6,656.00	61,600.00	13,400.00	17.87 %
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	2,496.42	23,276.40	6,723.60	22.41 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	15,000.00	15,000.00	0.00	4,242.74	10,757.26	71.72 %
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	11,282.14	95,537.07	4,462.93	4.46 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	1,785.31	21,188.73	8,811.27	29.37 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	9,975.00	9,975.00	835.65	7,520.85	2,454.15	24.60 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78540	URBAN FORESTER	15,000.00	15,000.00	1,120.00	8,240.00	6,760.00	45.07 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	4,917.95	-1,917.95	-63.93 %
100-05-73000	JUDGES & PROSECUTORS	40,000.00	40,000.00	3,594.00	32,871.50	7,128.50	17.82 %
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	665.38	-165.38	-33.08 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	75.77	1,268.76	1,231.24	49.25 %
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	0.00	2,297.15	2.85	0.12 %
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	1,424.32	1,075.68	43.03 %
100-05-73045	COURT TAX PD TO STATE	55,000.00	55,000.00	0.00	58,138.81	-3,138.81	-5.71 %
100-06-75041	COMPUTER EQUIP. & SOFTWARE	8,500.00	8,500.00	0.00	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	226,864.04	6,472,999.46	988,802.54	13.25 %
	Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	855,220.00	855,220.00	-172,192.66	2,247,851.91	1,392,631.91	-162.84 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02)						
	Expense						
200-01-75038	STREET AND MAINTANANCE - RECU...	720,000.00	720,000.00	126,849.43	216,812.21	503,187.79	69.89 %
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	20,789.20	538,862.63	-475,149.51	-745.76 %
200-01-75055	STREET SIGN REPLACEMENT	25,000.00	25,000.00	0.00	5,523.37	19,476.63	77.91 %
200-01-75056	TRAFFIC LIGHT MAST ARMS	0.00	240,655.07	4,370.00	200,486.33	40,168.74	16.69 %
200-01-75060	SIDEWALK REPLACEMENT	50,000.00	50,000.00	0.00	28,803.59	21,196.41	42.39 %
200-01-75064	STREET REPLACEMENTS - ONGOING	0.00	416,318.44	16,200.00	233,936.96	182,381.48	43.81 %
200-01-75066	ESPLANADE BEAUTIFICATION	0.00	37,306.98	0.00	72,696.00	-35,389.02	-94.86 %
	Expense Total:	815,000.00	1,587,578.61	168,208.63	1,324,133.95	263,444.66	16.59 %
	Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	815,000.00	1,587,578.61	168,208.63	1,324,133.95	263,444.66	16.59 %
	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	-340,401.29	923,717.96	2,579,178.57	155.80 %

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	54,671.38	8,720,851.37	403,829.37	4.86 %
Expense	7,461,802.00	7,461,802.00	226,864.04	6,472,999.46	988,802.54	13.25 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	855,220.00	855,220.00	-172,192.66	2,247,851.91	1,392,631.91	-162.84 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	815,000.00	1,587,578.61	168,208.63	1,324,133.95	263,444.66	16.59 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	815,000.00	1,587,578.61	168,208.63	1,324,133.95	263,444.66	16.59 %
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	-340,401.29	923,717.96	2,579,178.57	155.80 %

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	-172,192.66	2,247,851.91	1,392,631.91
200 - CAPITAL IMPROVEMENTS (0:	-815,000.00	-1,587,578.61	-168,208.63	-1,324,133.95	263,444.66
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	-340,401.29	923,717.96	2,579,178.57

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	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues*	Retained by City	Remitted to State					
																										'C'	'W'	'C'	'W'	'C'
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	216	126	90	\$24,709	\$16,568	\$8,141													
Oct.	168	97C/71W	\$19,129	\$12,046	\$7,083	212	102	110	\$11,911	\$7,429	\$4,483	200	103	97	\$19,744	\$12,968	\$6,776													
Nov.	169	6C/103W	\$15,724	\$9,541	\$6,183	168	75	93	\$16,845	\$10,409	\$6,436	148	70	74	\$23,248	\$8,378	\$14,869													
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	1992	1005	983	\$216,942	\$137,214	\$79,728													
Monthly Avg	89.9	44C/40W	\$10,889.17	\$6,979.55	\$3,659.63	89.92	46.5	43	\$10,504.96	\$6,595.39	\$3,901.33	166	83.75	82	\$18,078.51	\$11,434.50	\$6,644.01													

*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

December 11, 2023

TO: MVPD Police Commissioners
 FROM: R. Schultz, Chief of Police
 REF: November 2023 Monthly Report

During the month of November, MVPD responded/handled a total of 5,076 calls/incidents. 4,008 House Watch checks were conducted. 433 traffic stops were initiated with 449 citations being issued for 793 violations. (Note: 20 Assists in Hedwig, 103 in Houston, 10 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1531/21739	1270/17631	2	293/110/403	5@3:34
Piney Point:	1537/17411	1216/12990	5	174/139/313	9@3:18
Hunters Creek:	1853/24485	1519/19363	5	220/103/333	7@3:23
					Cites/Warn/Total 21@3:34

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	111	Ord. Violations:	21	Speeding:	94
Animal Calls:	13	Information:	19	Exp. Registration	189
ALPR Hits:	15	Suspicious Situations	84	No Ins	91
Assist Fire:	52	Loud Party	11	No License	83
Assist EMS:	31	Welfare Checks:	14	Stop Sign	15
				Fake Plate	20

*This month the department generated a total of 47 police reports.
 BH-12 PP-21 HC-10 HOU-2, HED-0, SV-1*

Crimes Against of Persons (0)

Assault (DV)	0	Assault - Simple	0
--------------	---	------------------	---

Crimes Against Property (7)

Credit Card Abuse	1	Fraud/ID	3
Burglary of a Habitation	1	Theft Misdemeanor	2

Petty/Quality of Life Crimes/Events (40)

ALPR Hits (valid)	4	DWI	5
Accidents	12	Poss of a DW	2
FSGI	2	Misc	6
Warrants	5	Towed Vehicles	4

Arrest Summary: Individuals Arrested (12)

Warrants	5	Felony	0
Class 3 Arrests	2	DWI	5

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	4,966,558	5,698,141	87.2%
• Operating Expense:	905,501	1,096,092	82.6%
• Total M&O Expenditures:	5,872,059	6,794,233	86.4%
• Capital Expenses:	509,393	672,200	75.8%
• Net Expenses:	6,381,451	7,466,433	85.0%

Follow-up on Previous Month Items/Requests from Commission

- The contract for electricity service was awarded through HGAC. Shell was the lowest bid at 6.6 k/w. Service begins January 4, 2024.

Personnel Changes/Issues/Updates

- Dispatcher interviews were conducted. Two candidates were offered part-time positions. Both will start training in mid-December. Both are Master Level Certified.

Major/Significant Events

- Holiday patrols with package checks have begun along with our annual holiday safety tips being included in the weekly V-LINC message.
- S. Piney Point Road and been completely closed again by the City of Houston for repairs. MVPD added our signage to the project and have been working with St. Francis on the daily closures and detours that are occurring in front of their main gate.
- The 4th Burglary of the year occurred on 11/14/23 in Bunker Hill. In this case, a window that had been put in place with tape was removed and the home entered. The home was ransacked, and collector coins and bills taken (min value) Other more valuable items were left behind. Of the 4 burglaries this year, 3 are within a short radius of each other. Detectives have identified a person of interest who has been in the area in the past making deliveries and pickups.
- On 11/15/23 officers had a vehicle flee from them during a traffic stop. While evading officers, the suspect threw drugs out the windows of the car. Officers were able to recover the drugs before children started their morning walk to school.
- On 11/19/23 a traffic stop of a vehicle with fake paper tags resulted in the seizure of blank money orders, blank checks, printers, a laptop and a loaded handgun. The DA's office declined any charges.

Status Update on Major Projects

- This month we began flying regular night patrols with the MVPD drone. Officer Boggus has been supporting field operations with evening coverage between 5 pm and 8 pm.
- Planning is underway for the 2023 Twinkle Light Parade to be held December 14, 2023.

Community Projects

- Staff participated in numerous events including; Red Ribbon Week at MDE, Veterans Day Lunches at HCE, and BHE.

V-LINC new registrations in November +12

BH – 1629(+6)
PP – 1147 (+2)

HC – 1630 (+4)
Out of Area – 599 (+0)

November VFD Assists

Calls received directly by MVPD via 911/3700

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

Total – 12	2:58
------------	------

Fire – 1	2:29
----------	------

EMS – 11	3:01
----------	------

By Village

BH Fire – 0	0:00
-------------	------

BH EMS – 2	2:05
------------	------

PP Fire – 1	2:29
-------------	------

PP EMS – 5	3:16
------------	------

HC Fire -0	0:00
------------	------

HC EMS -4	3:08
-----------	------

Combined VFD Events (Priority + Radio)

Total – 45	4:28
------------	------

Fire – 31	5:03*
-----------	-------

EMS – 14	3:34
----------	------

Radio Call Events

Total – 33	5:13*
------------	-------

Fire- 30	5:10
----------	------

EMS- 3	5:37
--------	------

Radio Call Events by Village

BH – 10	3:53
---------	------

PP – 12	6:13*
---------	-------

HC – 11	5:03
---------	------

- Officer not logged on scene arrived in 2 minutes. Event attached.

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
11912 Arbordale	No	Rear Window

2023 Robberies

Address

MO



Daytime Burglary



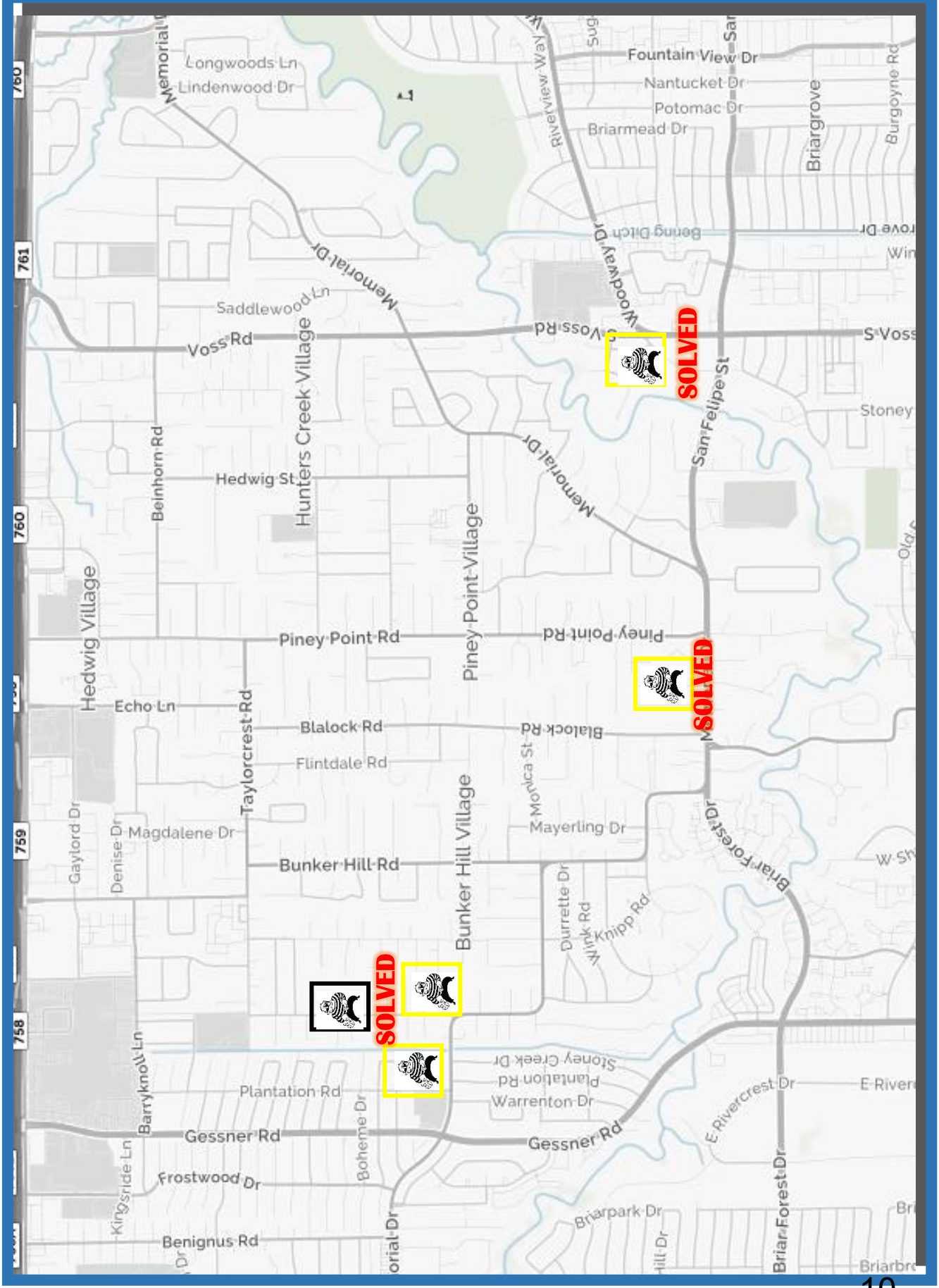
Nighttime Burglary



Robbery

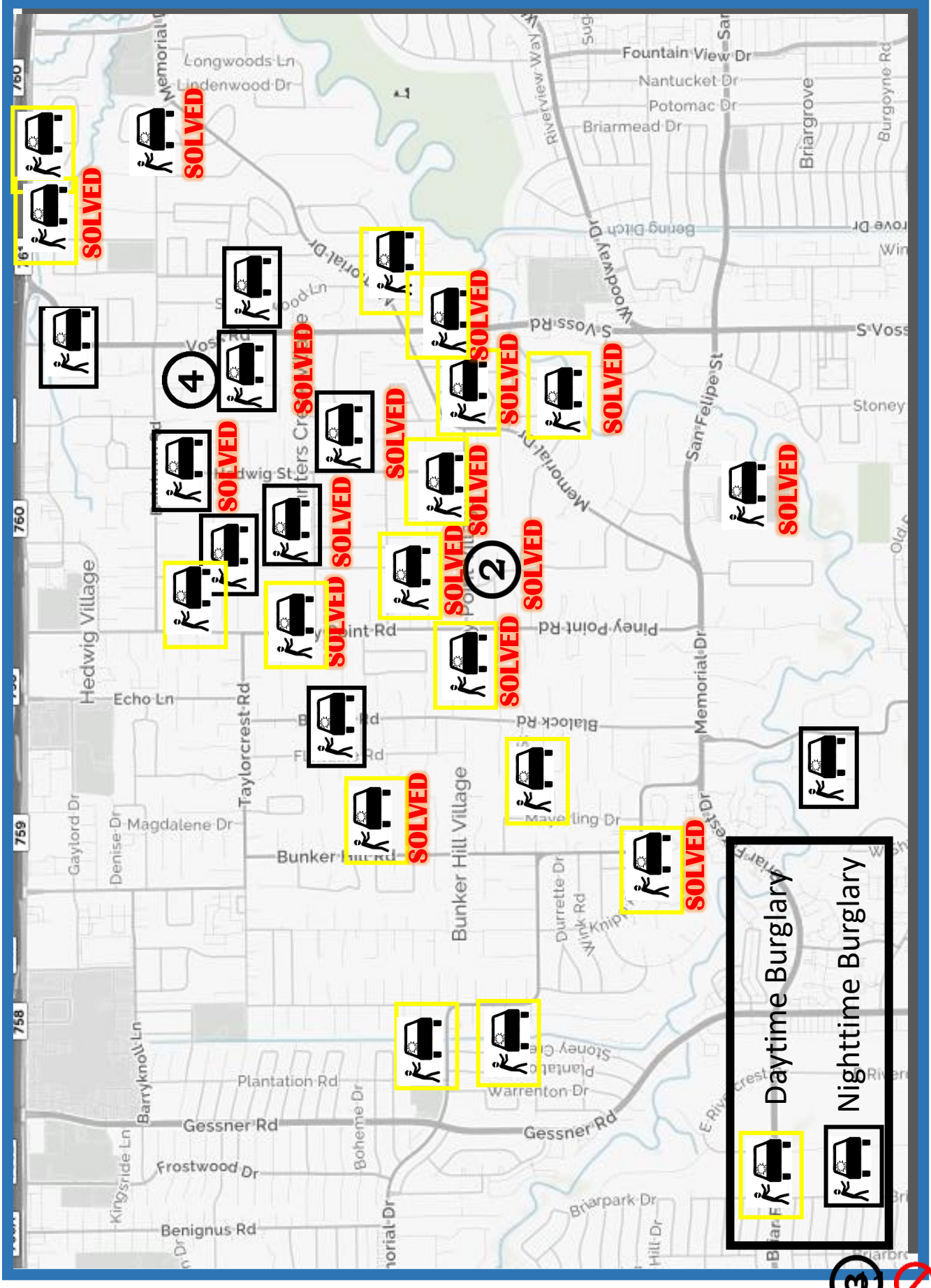


11/30/23



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 Kinkaid 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
11302 Holidan Way	Unlocked
8429 Katy FWY	Window Punch



3

Blue Entry = Actual
 Location Unknown
 Underlined Contractor
 11/30/23



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	0	12	56	68	10	5,972	4503	2031	1640	1633	1264	2049	1596
October	5	10	71	86	23	5,196	3836	1598	1265	1418	1034	1997	1536
November	0	5	42	47	12	5,076	4008	1531	1270	1537	1216	1853	1519
December													
Total	16	155	650	822	159	65449	50494	21739	17631	17411	12990	24486	19363

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

2022 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
ALSALMAMI, 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	25:51:37	23:32:55	33:30:16		5	46
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	0:00:00	0:25:15	0:26:38			
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	16:36:03	15:53:45	14:35:36		1	9
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	16:00:05	22:32:10	14:37:30		1	21
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	1:46:29	2:36:07	1:23:30			
BURLESON, Jason	13:12:02	10:25:15	13:11:53	22:52:17	25:02:17	28:34:21	12:28:04	17:46:00	14:03:26	16:26:12	12:18:51		3	6
BYRD, Rachied									25:56:26	44:10:21	14:35:26		4	14
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	11:22:01	21:07:21	15:06:32		2	23
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	7:12:49	7:24:04	1:50:29			
ECKERFIELD, Dillon	25:34:06	16:08:21	33:29:46	21:55:20	33:28:28	33:18:43	29:35:54	18:27:41	17:59:00	22:12:03	20:09:28		1	14
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	28:19:01	17:36:23	16:28:02		2	18
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	17:51:04	27:37:44	14:13:56		4	22
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	23:43:59	13:01:11	14:32:23		2	20
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	2:40:15	0:00:22	0:00:00			
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	13:25:27	21:19:33	12:00:34			26
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	25:10:47	36:11:04	28:04:48		5	45
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	14:19:42					
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	8:00:29	12:41:17	4:57:52			2
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	14:33:27	19:03:53	19:53:21		2	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	2:12:22	0:14:28	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	25:49:25	22:20:00	11:40:19		2	58
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	7:12:29	3:28:39	0:03:55			
RODRIGUEZ, REGGIE			2:13:47	30:19:25	30:22:14	2:08:28	22:56:31	0:52:52	19:28:41	23:20:02	29:25:07		4	27
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	10:18:29	5:40:19	1:44:42			
SCHANMEIR, 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	17:11:30	20:06:35	7:29:02		3	3
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	0:05:22	0:02:48	0:00:00			
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	22:31:14	8:55:44	9:06:27		2	41
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	8:55:10	6:00:19	5:42:28			4
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	16:01:01	18:32:56	8:45:00		1	11
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	19:17:02	23:35:01	17:29:19			10
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	0:11:55	0:09:45	0:00:00			
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	5:22:02	26:11:56	14:21:02		3	9
WILLIFORD, Adam	17:44:28													
* = Admin												Total	47	449


Dispatch Committed Time	911 Phone Calls	3700 Phone Calls	DP General Phone Calls*	Radio Transmissions	Totals
385	377	2469	53:12:01		2804
					20391
					84:50:03
					49:39:29
					7026


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

Hedwig  **6**

Bunker Hill 


Piney Point 


Hunters Creek 

Frequent Mobile Locations 

63 Total Hits
14 

Mail ALPR
37 Hit's

Lindenwood HOA 

Longwoods HOA 

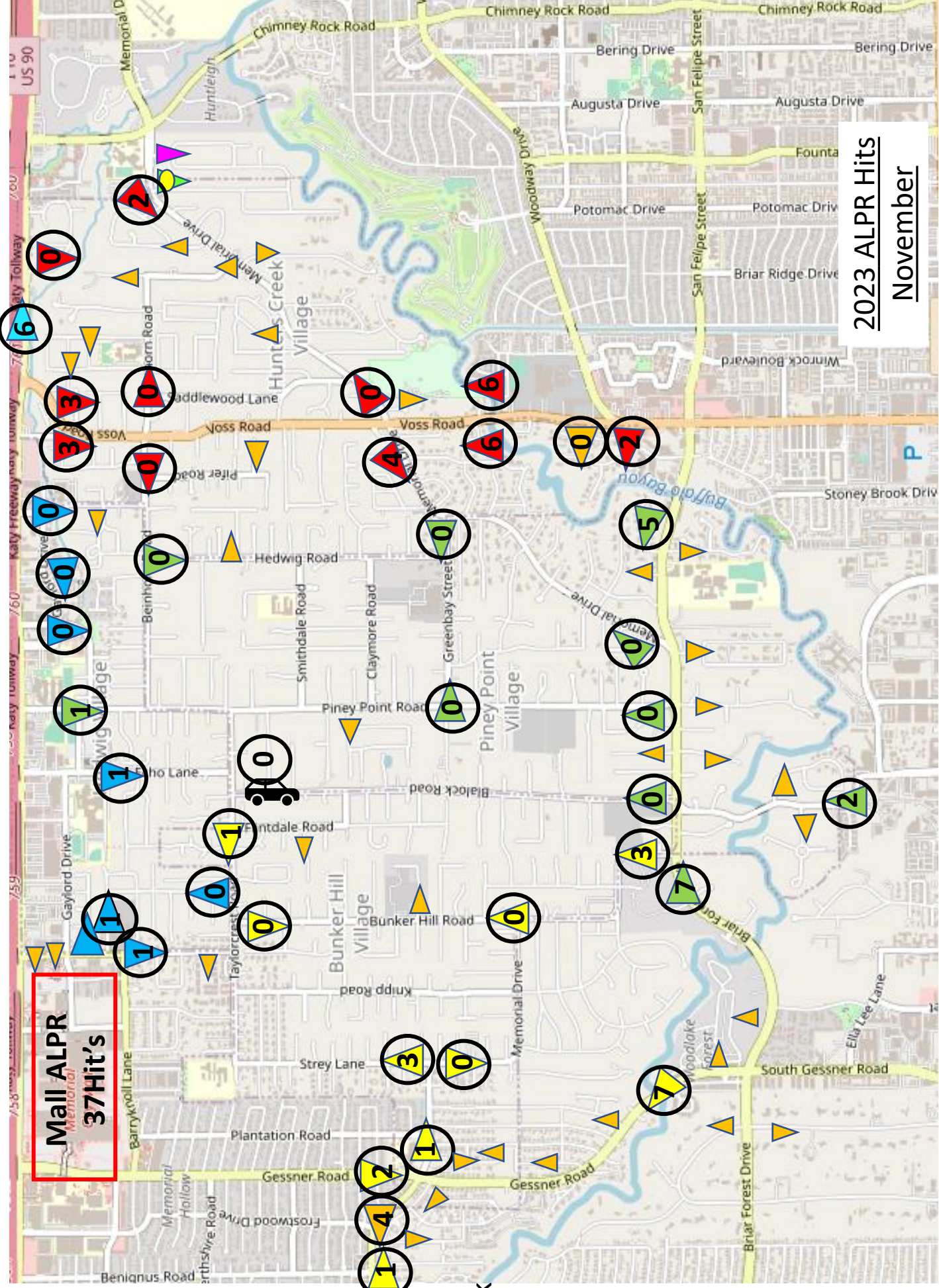
US Coins 

In Process 

HOA Systems 

11/30/23 


2023 ALPR Hits
November



Hedwig


Bunker Hill


Piney Point

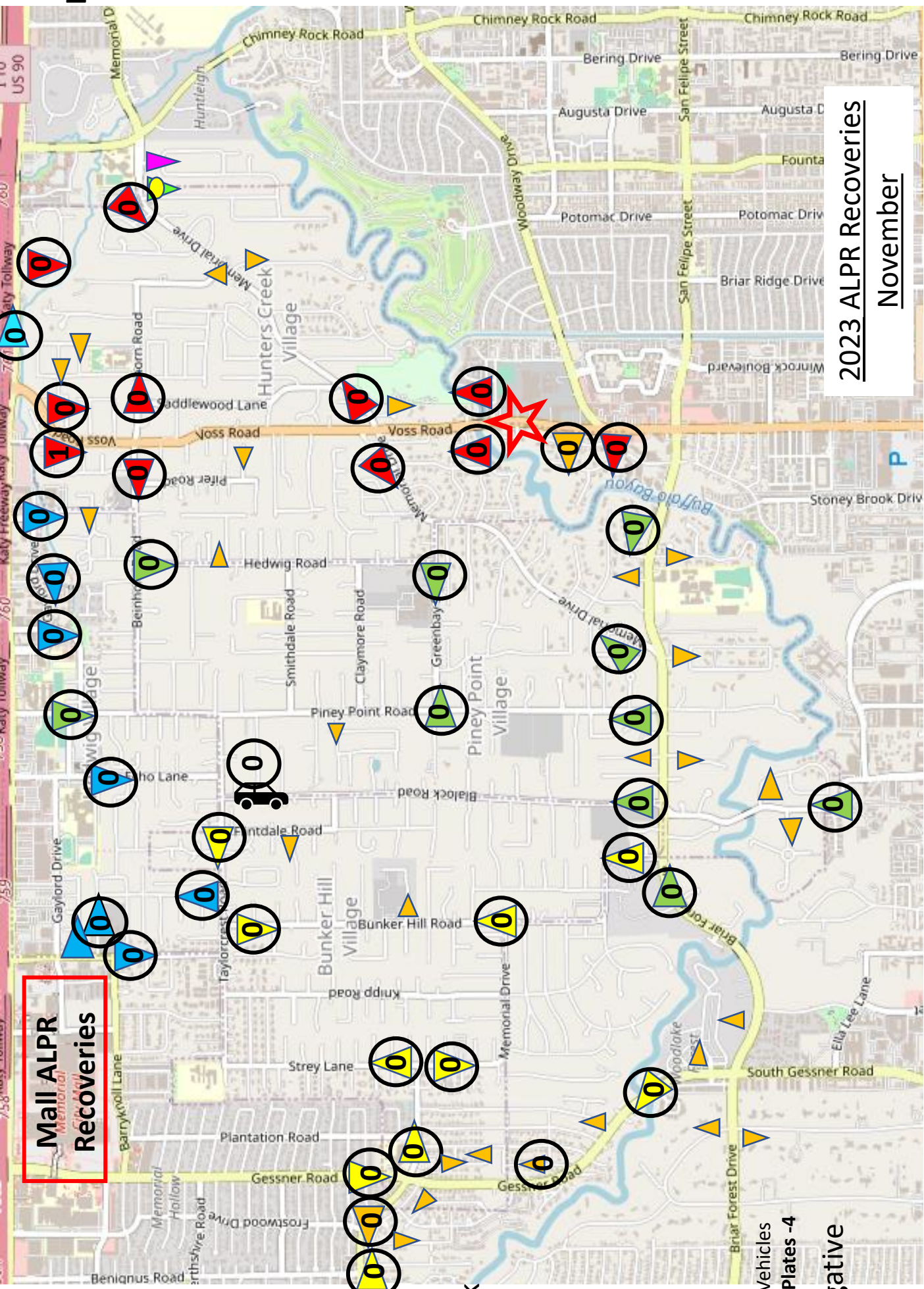

Hunters Creek


Frequent Mobile Locations



 Recovered Vehicles
Recovered Plates -4

 Investigative Leads

Mall ALPR Recoveries



Lindenwood HOA


Longwoods HOA


US Coins


In Process


HOA Systems


2023 ALPR Recoveries
November

11/30/23


ALPR Recoveries							
Num	Plate	Vehicle	Loc	Val	Links	Date	
1	PMC0662	Tou/Pri	13	\$ 18,000.00	Stolen from Repair	19-Jan	
2	SFG4671	BMW X5	7	\$ 32,000.00	Fugitive Previous	28-Jan	
3	RRB9905	Ford/Van	19	\$ 16,000.00	On Tow Truck	1-Feb	
4	PRP8014	Toy/High	21	\$ 24,000.00	Fraud	17-Feb	
5	3539AY	Merz	1	\$ 24,000.00	HPD-case	22-Feb	
6	NDD4115	BMW328	8	\$ 31,500.00	Fraud	6-Mar	
7	DRM8516	NissAlt	19	\$ 21,000.00		7-Apr	
8	SNT5450	GMC 1500	14	\$ 26,000.00		19-Apr	
9	LYG558	Nissan	19	\$ 14,000.00	Fugitive/Drugs	28-Apr	
10	GLN0746	GMC Yukor	16	\$ 18,000.00		1-May	
11	JRC3494	Porche	13	\$ 32,000.00	Fugitive	8-May	
12	3A0A447	Hyundai	19	\$ 11,000.00	Fugitive	13-May	
13	PYY0493	Hyundai	7	\$ 18,000.00		19-May	
14	LKW5687	Ford Esc	2	\$ 11,000.00		8-Jun	
15	PXF8499	Dodge P/U	21	\$ 16,000.00		11-Jun	
16	RTV0092	Hyndi	13	\$ 14,000.00	Meth	24-Jun	
17	SVW7775	Suburb	21	\$ 35,000.00		30-Jun	
18	355481	Honda Acd	24	\$ 22,000.00	Fraud/fugitives	26-Jul	
19	9PCYC	Olds	13	\$ 9,000.00	Fraud	5-Aug	
20	HU5922	HYUN Vel	21	\$ 11,000.00		8-Aug	
21	26D243A	Chev 1500	27	\$ 2,000.00		9-Aug	
22	SDZ1804	Red VW	13	\$ 26,000.00	Auto Thieves	11-Aug	
23	SFF3401	Grey VW	Woaks	\$ 30,000.00	Auto Thieves/Gang	11-Aug	
24	4B7962F	Ford Foc	21	\$ 11,000.00	Fugitive/Drugs	23-Aug	
25	AL38296	Uhaul	23	\$ 32,000.00	Fraud	27-Aug	
26	RXN1895	ChevTrax	2	\$ 14,000.00		23-Sep	
27	TJG1131	Niss Alt	23	N/A	Repo-Multi	3-Oct	
28	RLF3497	Ford Van	19	\$ 21,000.00	Fraud	16-Oct	
29	LGB9296	ChevSonic	13	\$ 16,000.00	Burglary	18-Oct	
30	TFB8022	HyunTUC	20	\$ 12,000.00		15-Nov	
31							
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63							

Plate Recoveries					
Plate Recove	Date	Links	Plate Reco	Date	Links
SFG9342	1/12/2023	Owner	MWCLRN	8/15/2023	Owner
RDM8571	1/18/2023	Cited	GCD1760	8/16/2023	Cited
KKV5316	1/18/2023	Owner	4B7962F	8/25/2023	Cited
NDD9473	2/17/2023	Cited	PRW94419	9/5/2023	Cited
RMW2202	2/23/2023	Owner	TATDKAT	9/25/2023	Owner
RGB8499	2/24/2023	Owner	TID4541	10/5/2023	Owner
RZK6901	3/8/2023	Arrested	598NMM	10/8/2023	Cited
OB1159K	4/18/2023	Cited	LGB9296	10/18/2023	Arrested
LLC9151	4/21/2023	Owner	906EVT	10/19/2023	Cited
NKH9972	5/17/2023	Owner	4B0100H	10/19/2023	Cited
ZB0644F	5/18/2023	Cited	CDL2064	10/25/2023	Owner
SVH7417	5/20/2023	Owner	5B4230J	11/15/2023	Cited
PGN223	5/24/2023	Owner			
72054CO	5/25/2026	Cited			
HSL0283	6/2/2023	Owner			
RNT6220	6/22/2023	Cited			
2B3401K	6/23/2023	Cited			
SKY3033	7/2/2023	Owner			
3B9213E	7/20/2023	Victim/swap			
3M8386Z	8/5/2023	Stolen/Dupe			
SNZ9391	8/5/2023	Owner			
BS8K522	8/8/2023	Cited			

Firearm in vehicle Vehicle found to be Stolen
Temp Tag

Located but Fled									
Date	Plate	Camera		Date	Plate	Camera	Date	Plate	Camera
16-Jan	IN D19211	21		16-Aug	LFD4670	27	27-Sep	KIA	13
4-Feb	LJL2527	21		19-Aug	LH5271	23	24-Nov	JTD3321	5
23-Apr	PZY1260	Hed		28-Aug	SNT0018	16			
23-Apr	1BF9105	8		8-Sep	179ENU	8			
3-Jun	MPR7295	1		10-Sep	3742X63	21			
16-Jun	3364G79	19		15-Sep	SNT0018	22			

Runaways
3/3/2023 RZY8999 21 Juvenile Runaway

19 of 30 involved in other crimes = 63.3%

HOT List Hits Other Agencies			
2/9/2023	98BGON	9	Fugitives
5/26/2023	SGH4365	6	Burglars
6/4/2023	SVM4611	13	Burglars
6-Jun		24	larceny
26-Jun	GBW3672	19	Forgery
22-Sep	TFG6407	27	Theft

ALPR Stops Located not Reported as Recovered			
Plate	ALPR	Agency	Date
SFG9342	19	HPD	11-Jan
KKP9539	1	HPD	26-Jan
PBB6385	13	HPD	30-Jan
RXN2712	21	Southside	9-Feb
RZY1469	8	HPD	6-Mar
HSL0283	7	HPD	3-Jun
RTY9029	6	HPD	4-Jun
HZY2942	6	HPD	14-Jun
PYX7001	19	HPD	22-Jun
LDZ0876	8	Edinberg	25-Jun
HHP9296	19	HPD	3-Sep
LJL8583	7	HPD*	24-Sep
HVM7961	19	HPD	9-Nov

* HPD never showed up to meet w/victim

Program Summary			
2023 Value	\$ 567,500.00	Recovered	30
2022 Value	\$ 1,733,000.00	Recovered	74
2021 Value	\$ 1,683,601.00	Recovered	75
2020 Value	\$ 1,147,500.00	Recovered	61
2019 Value	\$ 438,000.00	Recovered	22
Program Total	\$ 5,569,601.00		262

INVESTIGATIVE LEADS/Solves							
Crime	Plate	Date	ALPR	Crime	Plate	Date	ALPR
Package Theft	BLN9367	29-Jan	#29	Theft	BHX3325	5/1/2023	5
Dumping of Concrete	261	7-Jan	#4	BMV	RKV2934	5/13/2023	19
Hotlist	98BBGON	9-Feb	#9	BMV	SLD2033	5/19/2023	23
BMV's	LGD4601	10-Feb	#19	BMV x2	BS8B122	6/1/2023	14
Missing Person	RZY8999	3-Mar	#8	BOHx2 eluding	SNX4159	6/7/2023	19
Missing Person	MVC4443	5-Mar	#21	BMVx2	SNT1008	6/30/2023	19
Theft	692227C3	7-Mar	#19	BMV	SMY1888	8/9/2023	Woaks
Missing person	B292064	28-Mar	#21	Package Thefts	DGH5917	8/11/2023	19
Juggling	PYT9426	3/21/2023	#14	Missing Person	SLB6399	8/15/2023	7
BMV's	NDG7754	25-Mar	US Coins	Fraud	RZJ4503	9/29/2023	13
Theft	RXR5074	7-Apr	#11	Fraud	RKS2748	9/27/2023	16
BMV's	HDN7572	17-Apr	#20	Mail Theft		10/18/2023	
BMV	SLD2033	21-Apr	#7	Food Theft		10/18/2023	
Poss Abduction*	Multi	28-Apr	#14	FSGI		10/25/2023	

* ALPR used to prove false report



November 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

Plate Reads Summary

Total Plate Reads:

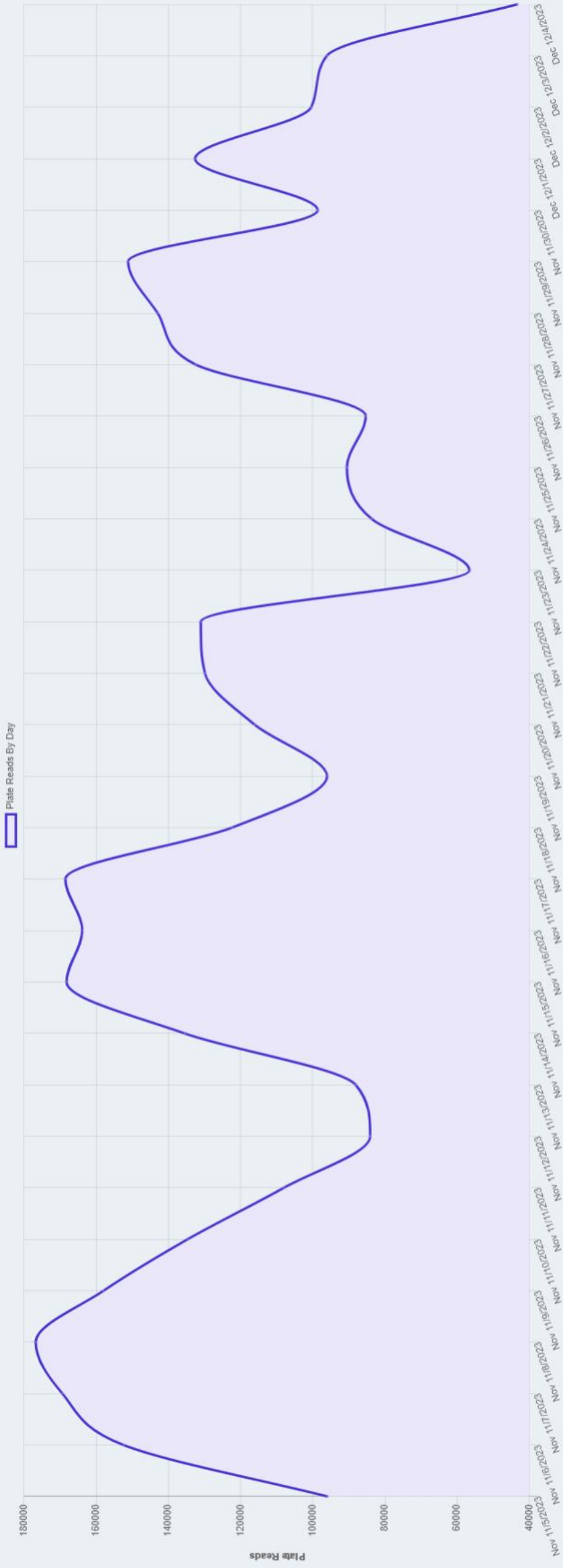
3,612,773

[Download CSV](#)

Nov 1 – Nov 30

[Search](#)

Devices (34)



Unique Plate Reads Summary

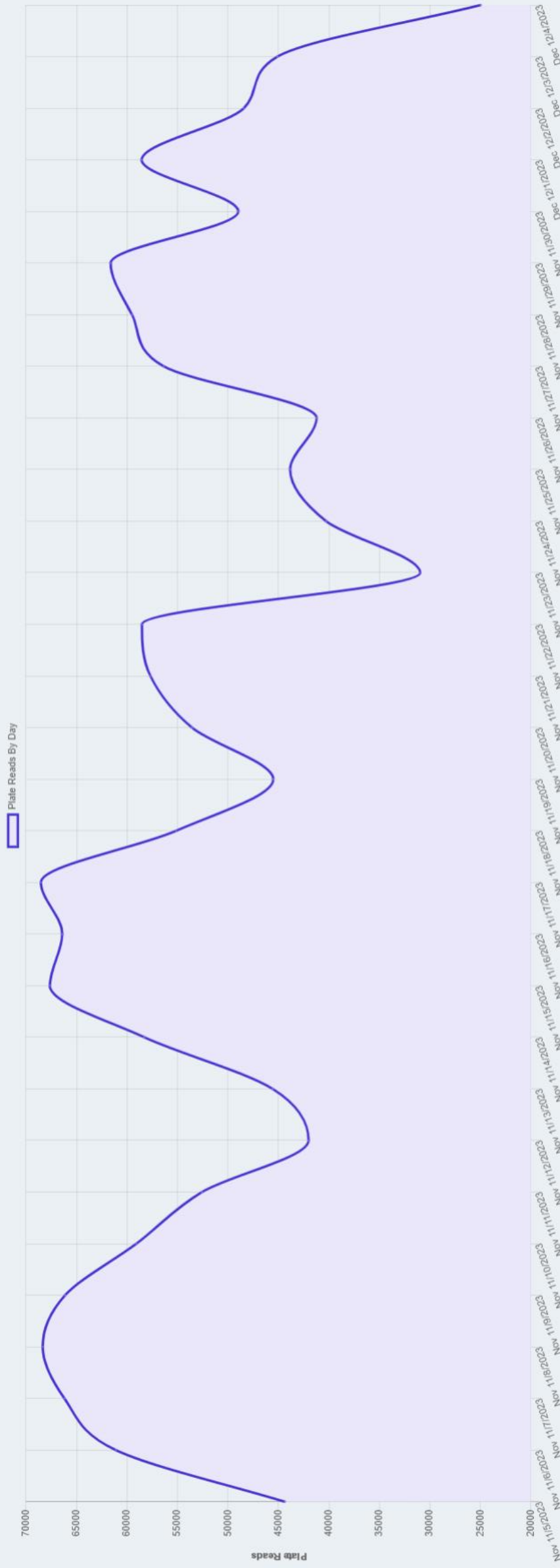
Total Unique Plate Reads:
518,325

[Download CSV](#)

Nov 1 – Nov 30

Devices (34)

[Search](#)



All Categories

Hits Report

11/01/2023 To...

11/30/2023

Search

Select a date range up to 31 days

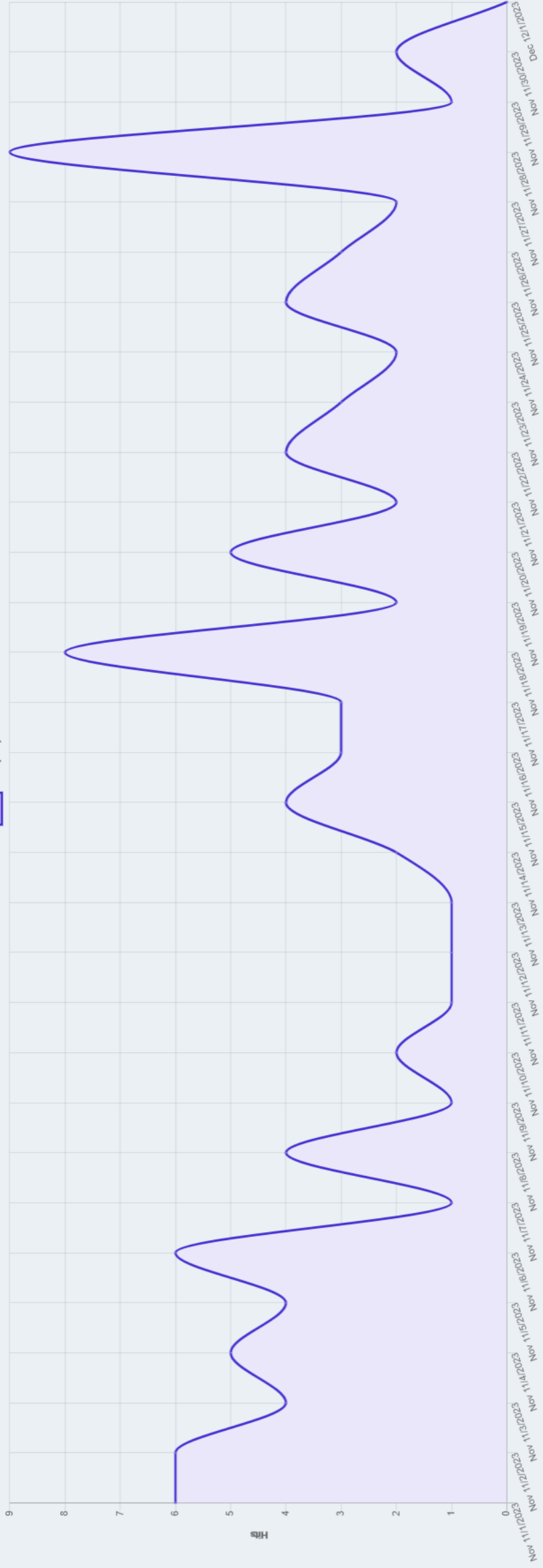
DOWNLOAD CSV

Topics (15) ▾

Devices (34) ▾

Total Hits: 101

Hits By Day



Top 7 Categories

Hits Report

11/01/2023 To... 11/30/2023

Search

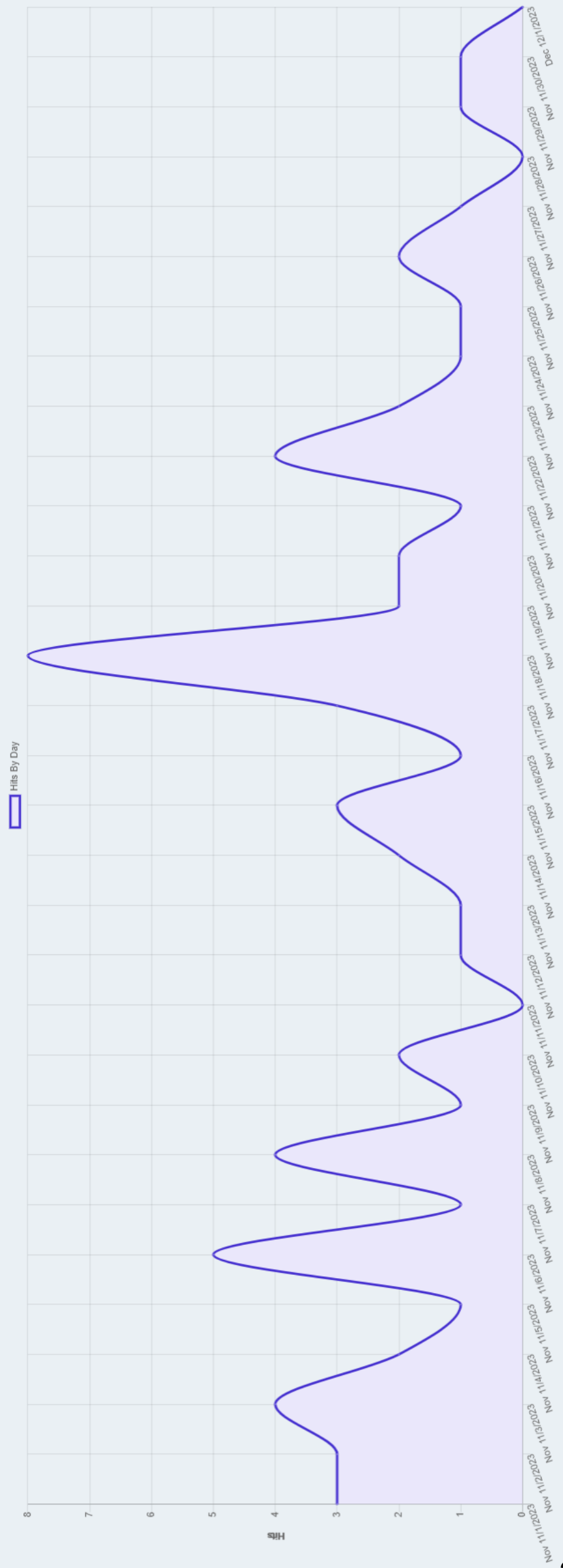
Select a date range up to 31 days

Download CSV

Topics (7)

Devices (34)

Total Hits: 63



Sex Offenders

Hits Report

11/01/2023 To... 11/30/2023

Search

Select a date range up to 31 days

DOWNLOAD CSV

Topics (1) ▾

Devices (34) ▾

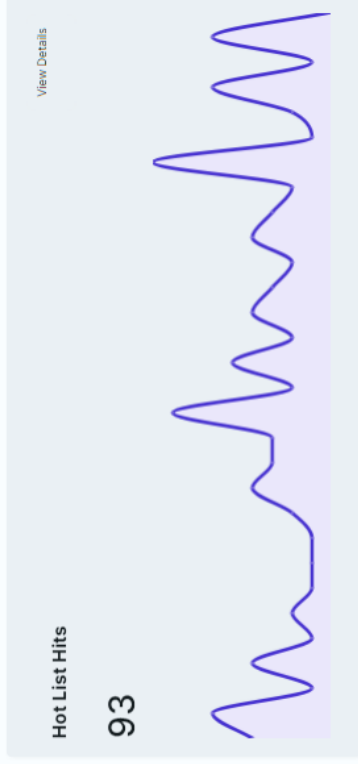
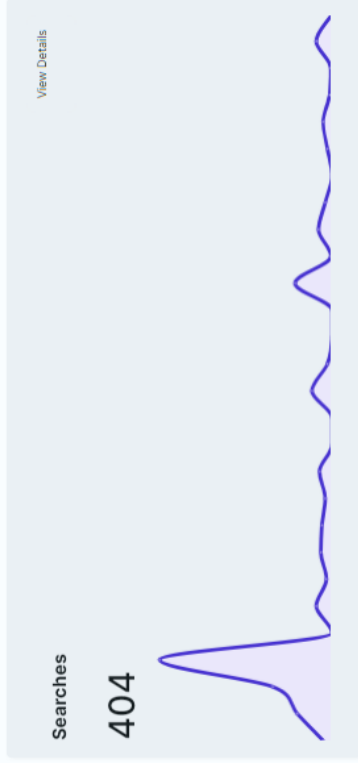
Total Hits: 10

Hits By Day



Summary Report

Insights Dashboard



Device Sharing
Shared with
Lewisville TX PD,
Sansom Park TX PD,
and 318 others

Access Levels
Search
Hotlist Tool Access

Device Status

34 / 34 ?
Devices Online

[Previous Device](#) [Next Device](#)

Device Name	Battery	Latency
#01 Inbound, Riverview Way, EB	99%	14.21 s

- #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/Station

- #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 2/226,093
2 1/153,446
3 See #31
4 3/165,306
5 0/77,862
6 1/59,456
7 7/139,044
8 2/192,407
9 0/80,340
10 0/78,739
11 0/32,599
12 1/172,770
13 7/242,316
14 0/89,361
15 0/6,666
16 2/55,456

17 4/77,671
18 0/99,641
19 3/141,850
20 3/172,924
21 6/313,852
22 6/344,287
23 5/256,231
24 0/124,264
25 0/28,781
26 0/46,903
27 0/42,080642
28 0/28,809
29 0/5,215
30 1/11,975
31 1/115,482
32 0/43,816
33 3/13,872
34 2/4,695

Total Reads – 4,175,989

Unique Reads – 555,624

Hits- 101

7 Top Hit 60

- Hotlist - 2
- Stolen Vehicle
- Stolen Plate
- Gang Member
- Missing
- Amber
- Priority Restraining Order

Recoveries - 1

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	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings	Revenues*	Retained by City	Remitted to State	
																					'C'
Jan.	19	8C/11W	\$7,098	\$4,746	\$2,352	30	18	12	\$12,675	\$8,623	\$4,052	201	94	107	\$17,968	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	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	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	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	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	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	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	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	216	126	90	\$24,709	216	126	90	\$24,709	\$16,568	\$8,141
Oct.	168	97C/71W	\$19,129	\$12,046	\$7,083	212	102	110	\$11,911	\$7,429	\$4,483	200	103	97	\$19,744	200	103	97	\$19,744	\$12,968	\$6,776
Nov.	169	56C/103W	\$15,724	\$9,541	\$6,183	168	75	93	\$16,845	\$10,409	\$6,436	148	70	74	\$23,248	148	70	74	\$23,248	\$8,378	\$14,869
Dec.	124	54C/70W	\$13,710	\$8,496	\$5,214	167	76	91	\$14,358	\$9,073	\$5,285	251	124	126	\$14,188	251	124	126	\$14,188	\$9,572	\$4,616
TOTAL	1079	522C/485W	\$130,670	\$83,755	\$43,916	1789	916	873	\$193,861	\$122,187	\$71,577	2243	1129	1109	\$231,130	2243	1129	1109	\$231,130	\$146,786	\$84,343
Monthly Avg	89.9	44C/40W	\$10,889.17	\$6,979.55	\$3,659.63	89.92	46.5	43	\$10,504.96	\$6,595.39	\$3,901.33	186.9	94.08	92.4	\$19,260.87	186.9	94.08	92.4	\$19,260.87	\$12,232.17	\$7,028.62

*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



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

Raymond Schultz
Chief of Police

January 15, 2024

TO: MVPD Police Commissioners
 FROM: R. Schultz, Chief of Police
 REF: December 2023 Monthly Report

During the month of December, MVPD responded/handled a total of 5,498 calls/incidents. 4,002 House Watch checks were conducted. 635 traffic stops were initiated with 669 citations being issued for 1172 violations. (Note: 23 Assists in Hedwig, 126 in Houston, 7 in Spring Valley and 1 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1970/23709	1565/19196	2	220/143/363	16@3:26
Piney Point:	1504/18915	1114/14104	2	226/157/383	7@2:18
Hunters Creek:	1819/26305	1322/20685	10	270/156/426	10@4:28
				Cites/Warn/Total	33@3:29

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	134	Ord. Violations:	16	Speeding:	130
Animal Calls:	26	Information:	15	Exp. Registration	280
ALPR Hits:	37	Suspicious Situations	117	No Ins	161
Assist Fire:	49	Loud Party	10	No License	127
Assist EMS:	43	Welfare Checks:	15	Stop Sign	14
Accidents:	14			Fake Plate	19

*This month the department generated a total of 68 police reports.
 BH-19, PP-13, HC-30, HOU-6, HED-0, SV-0*

Crimes Against of Persons (1)

Assault (DV)	0	Injury to a Child	1
--------------	---	-------------------	---

Crimes Against Property (10)

Burglary of a Vehicle	3	Fraud/ID	2
Theft – Felony	1	Theft Misdemeanor	4

Petty/Quality of Life Crimes/Events (57)

ALPR Hits (valid)	3	DWI	7
Accidents	14	Public Intox	1
Evading	2	Misc	8
Warrants	11	Towed Vehicles	11

Arrest Summary: Individuals Arrested (23)

Warrants	11	Felony	0
Class 3 Arrests	5	DWI	7

<u>Budget YTD:</u>	<u>Expense</u>	<u>Budget</u>	<u>%</u>
• Personnel Expense:	5,577,337	5,698,141	97.7%
• Operating Expense:	958,223	1,096,092	87.42%
• Total M&O Expenditures:	6,535,560	6,794,233	96.2%
• Capital Expenses:	509,468	672,200	75.8%
• Net Expenses:	7,045,028	7,466,433	94.0%

Follow-up on Previous Month Items/Requests from Commission

- Commissioner Huguenard and staff worked on a draft e-Bicycle ordinance proposal.

Personnel Changes/Issues/Updates

- Part-time Dispatchers Amelia Barrera and Brenda Brasher started training with senior dispatch staff. Dispatcher trainees Baldwin and Jeffery will be transitioning to the next phase of training and swapping shifts in order to receive additional experience.
- Employment offers were extended to two new officers with a January 8th, 2024, start date. Offers were made to Officer Jose Gonzalez and Officer Jose Rodriguez.
- Officer Christian Schanmier submitted his letter of resignation effective January 7, 2024.

Major/Significant Events

- We were notified of the return of a crew of scammer thieves who returned to the area just west of Lindenwood (Houston) and were successful in gaining access to the victim’s home by posing as tree trimmers. MVPD detectives utilized the ALPR system and were able to identify a suspect vehicle and shared that information with HPD. We were subsequently informed by HPD that our information was useful and assisted them in making arrests of 2 suspects in that case and other cases that have occurred over the past 6 weeks.

Status Update on Major Projects

- RFP’s were prepared for the 2024 Capital projects (Roof and HVAC). The RFP’s will be posted on January 11, 2024.
- The 2024 RPF process for the 2024/2025 employee healthcare coverage insurance year was initiated by Ms. Gonzales. Current coverage expires April 2024.
- Commander Jones met with IOSO staff and began preliminary work on the replacement of the POE switches as part of the 2024 facility/technology improvement budget.

Community Projects

- Department personnel participated in the 2023 Twinkle Light Parade. Besides having a MVPD Foundation sponsored float, the winter intern prepared and posted a pre-event video and a post-parade video.
- On December 24, 2023, the department released our second annual “The Night Before Christmas in the Villages” video.
- The MVPD hosted the first ever RAD Key-Chain Self-defense class. The class was well received by the participants and recommended to be a reoccurring community class.
- MVPD command staff joined the Memorial Exchange Club by serving lunch at the Mission Centers of Houston to disadvantaged seniors.

V-LINC new registrations in December +12

BH – 1635(+6)
PP – 1149 (+2)

HC – 1639 (+9)
Out of Area – 601 (+2)

December VFD Assists

Calls received directly by MVPD via 911/3700

Priority Events Average Response Times

Total – 21	3:29
Fire – 1	4:56
EMS – 20	3:26

By Village

BH Fire – 0	0:00
BH EMS – 13	3:16
PP Fire – 0	0:00
PP EMS – 3	2:27
HC Fire -1	4:56
HC EMS -4	5:02

Combined VFD Events (Priority + Radio)

Total – 58	3:21
Fire – 31	3:21
EMS – 27	3:23

Radio Call Events

Total – 37	3:17
Fire- 30	3:16
EMS- 7	3:18

Radio Call Events by Village

BH – 14	3:29
PP – 11	2:44
HC – 12	3:21

2023 Burglary Map

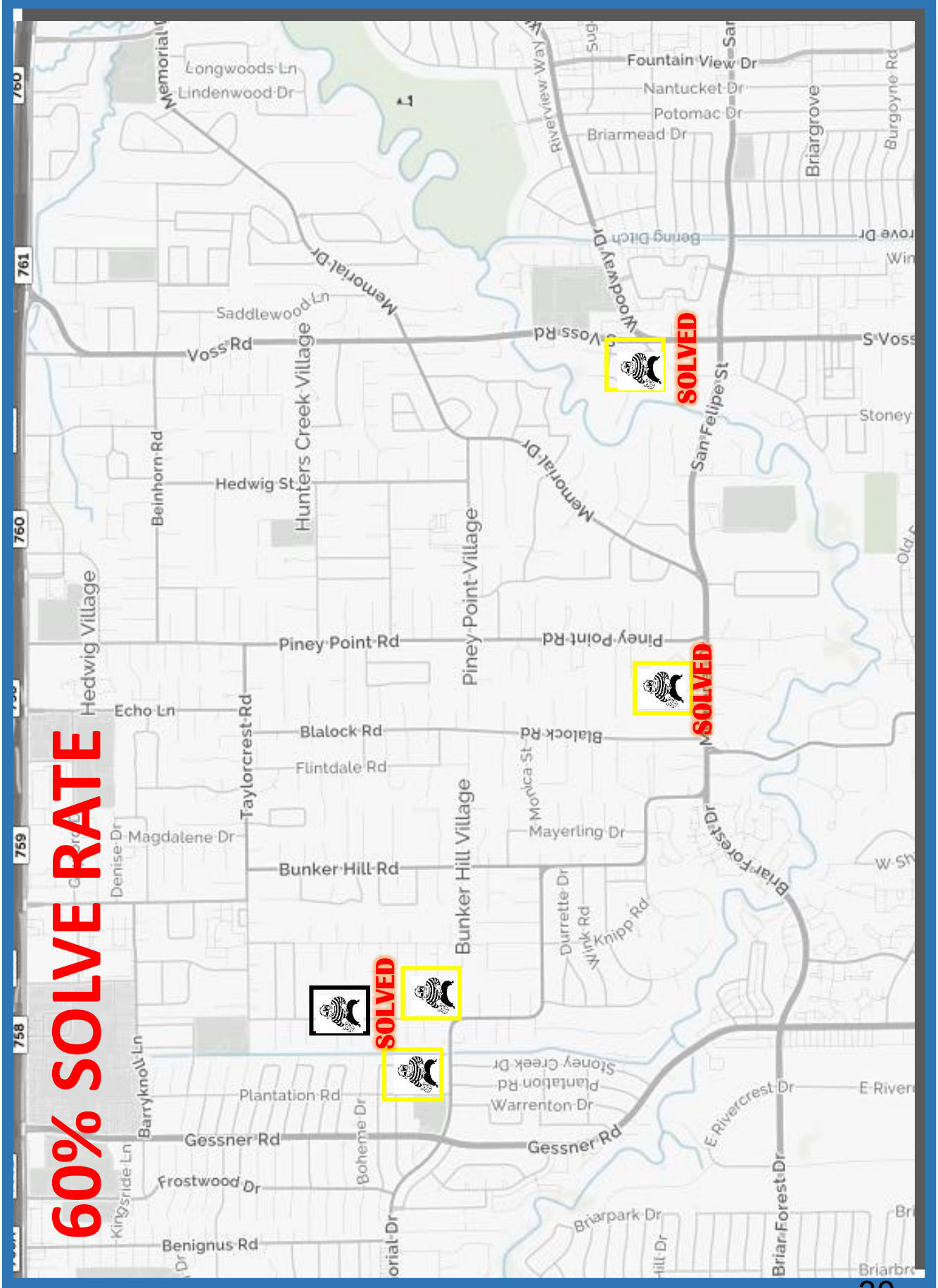
Address	Alarm	POE
12102 Rhett	No	Rear Door/Force
203 Heritage Oaks	No	Front Door/Force
1205 River Bend	No	Rear Door/Force
12014 Surrey Ln	No	UNL
11912 Arbordale	No	Rear Widow

2023 Robberies

Address

MO

60% SOLVE RATE



Daytime Burglary



Nighttime Burglary



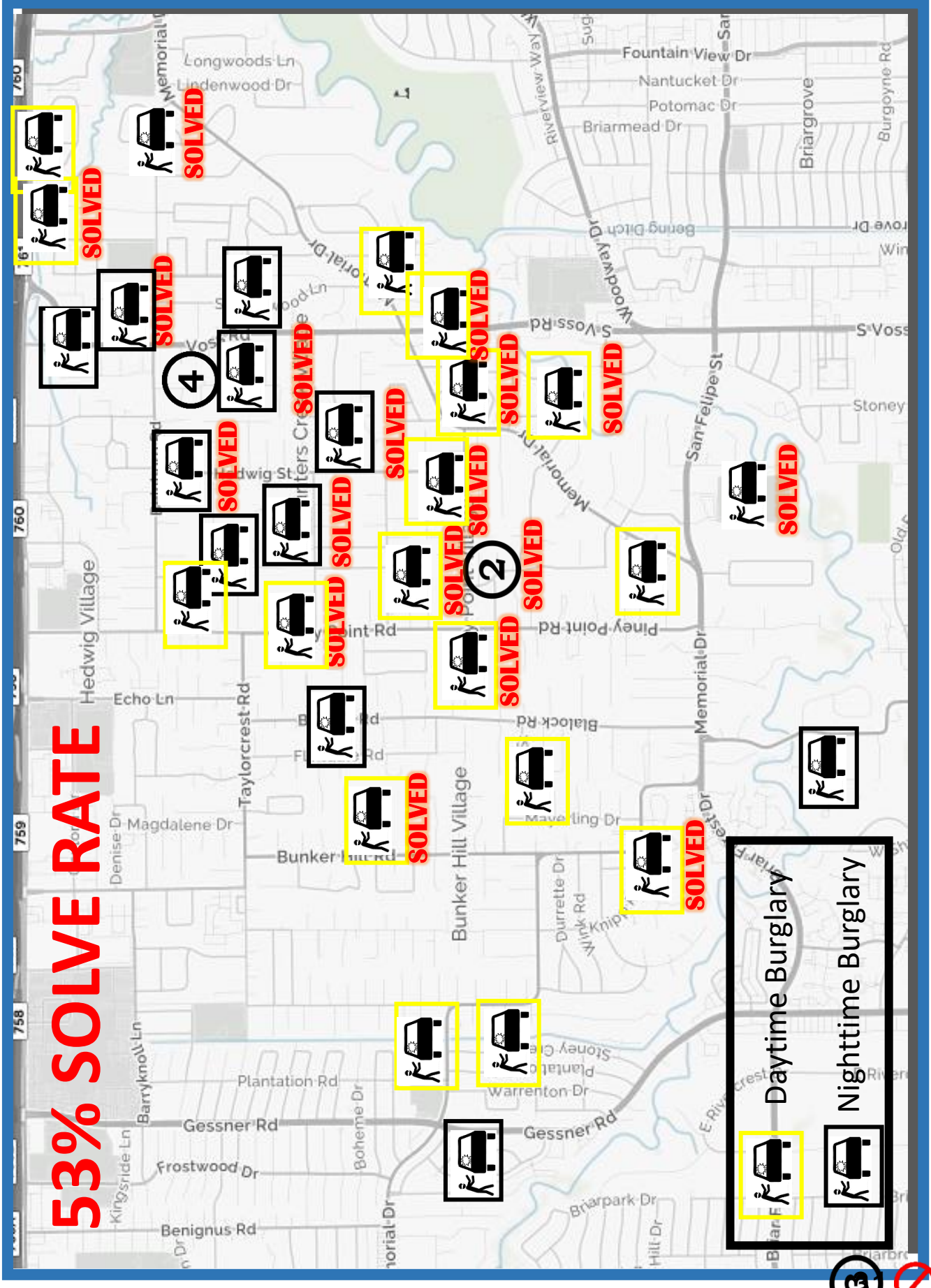
Robbery

2

12/31/23

2023 Auto Burglary Map

53% SOLVE RATE



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 Kinkaid 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
11302 Holidan Way	Unlocked
8429 Katy Fwy	Window Punch
240 Merrie Way	UNL
10725 Old Coach	UNL
231 Gessner	Window/Punch

Lock Punch



Blue Entry = Actual
 Location Unknown
 Underlined Contractor
SOLVED
 12/31/23

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	0	12	56	68	10	5,972	4503	2031	1640	1633	1264	2049	1596
October	5	10	71	86	23	5,196	3836	1598	1265	1418	1034	1997	1536
November	0	5	42	47	12	5,076	4008	1531	1270	1537	1216	1853	1519
December	1	10	57	68	23	5498	4002	1970	1565	1504	1114	1819	1322
Total	17	165	707	890	182	70947	54496	23709	19196	18915	14104	26305	20685

2022 Totals	13	169	736	918	230	70665	55102	22443	18249	18553	14215	27937	22628
Difference	4	-4	-29	-28	-48	282	-606	1266	947	362	-111	-1632	-1943
% Change	30%	-2.40%	-4.00%	-3.00%	-21%								

2022 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
ALSALMAMI, 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	25:51:37	23:32:55	33:30:16	30:02:23	2	70
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	0:00:00	0:25:15	0:26:38	2:58:39		
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	16:36:03	15:53:45	14:35:36	24:23:32	2	25
BIEFHUNKO, 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	16:00:05	22:32:10	14:37:30	22:18:38	1	32
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	1:46:29	2:36:07	1:23:30	0:00:00		
BURLESON, Jason	13:12:02	10:25:15	13:11:53	22:52:17	25:02:17	28:34:21	12:28:04	17:46:00	14:03:26	16:26:12	12:18:51	14:44:26	4	20
BYRD, Rachied									25:56:26	44:10:21	14:35:26	16:01:09	5	11
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	11:22:01	21:07:21	15:06:32	13:47:16	3	16
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	7:12:49	7:24:04	1:50:29	2:44:34		
ECKERFIELD, Dillon	25:34:06	16:08:21	33:29:46	21:55:20	33:28:28	33:18:43	29:35:54	18:27:41	17:59:00	22:12:03	20:09:28	32:15:03	9	37
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	28:19:01	17:36:23	16:28:02	24:01:37	5	40
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	17:51:04	27:37:44	14:13:56	27:59:26	5	56
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	23:43:59	13:01:11	14:32:23	30:32:38		32
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	2:40:15	0:00:22	0:00:00	0:16:40		
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	13:25:27	21:19:33	12:00:34	21:17:07	1	41
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	25:10:47	36:11:04	28:04:48	45:06:57	6	72
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	14:19:42					
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	8:00:29	12:41:17	4:57:52	9:56:47	2	11
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	14:33:27	19:03:53	19:53:21	14:54:45		13
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	2:12:22	0:14:28	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	25:49:25	22:20:00	11:40:19	8:43:48	2	48
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	7:12:29	3:28:39	0:03:55	0:19:37		
RODRIGUEZ, REGGIE			2:13:47	30:19:25	30:22:14	2:08:28	22:56:31	0:52:52	19:28:41	23:20:02	29:25:07	29:07:10	7	43
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	10:18:29	5:40:19	1:44:42	4:39:02		
SCHANMEIR, 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	17:11:30	20:06:35	7:29:02	11:26:26	1	9
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	0:05:22	0:02:48	0:00:00	0:29:42		
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	22:31:14	8:55:44	9:06:27	13:31:42	2	31
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	8:55:10	6:00:19	5:42:28	8:01:15	2	8
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	16:01:01	18:32:56	8:45:00	14:47:05	2	13
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	19:17:02	23:35:01	17:29:19	19:20:09	2	12
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	0:11:55	0:09:45	0:00:00	1:01:42		
WHITE, TERRY	26:58:37	19:19:14	6:53:51	14:07:23	32:35:37	24:40:56	28:18:39	14:43:05	5:22:02	26:11:56	14:21:02	16:57:04	5	29
WILLIFORD, Adam	17:44:28													
												Total	68	669

* = Admin


Dispatch Committed Time	911 Phone Calls	3700 Phone Calls	DP General Phone Calls*	Radio Transmissions	Totals
385	377	2469	53:12:01		3030
			71:35:35		22755
					59:42:36
					9800


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


Hedwig  **7**

Bunker Hill 

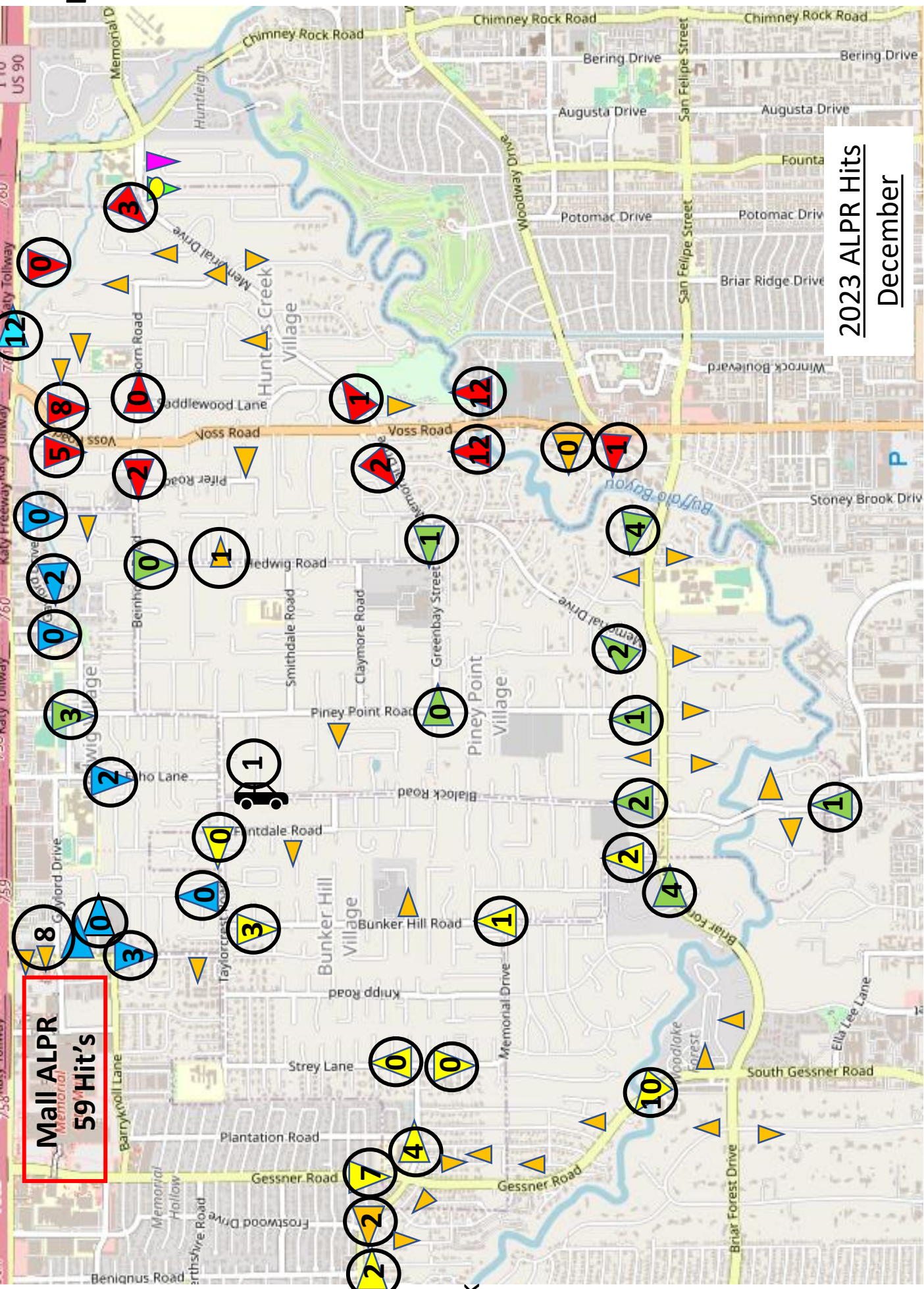
Piney Point 

Hunters Creek 


Frequent Mobile Locations 


Total Hits **101**
34 


Mall ALPR
59 Hit's



2023 ALPR Hits
December

Lindenwood HOA 

Longwoods HOA 

US Coins 

In Process 


HOA Systems 


12/31/23 

Hedwig


Bunker Hill


Piney Point

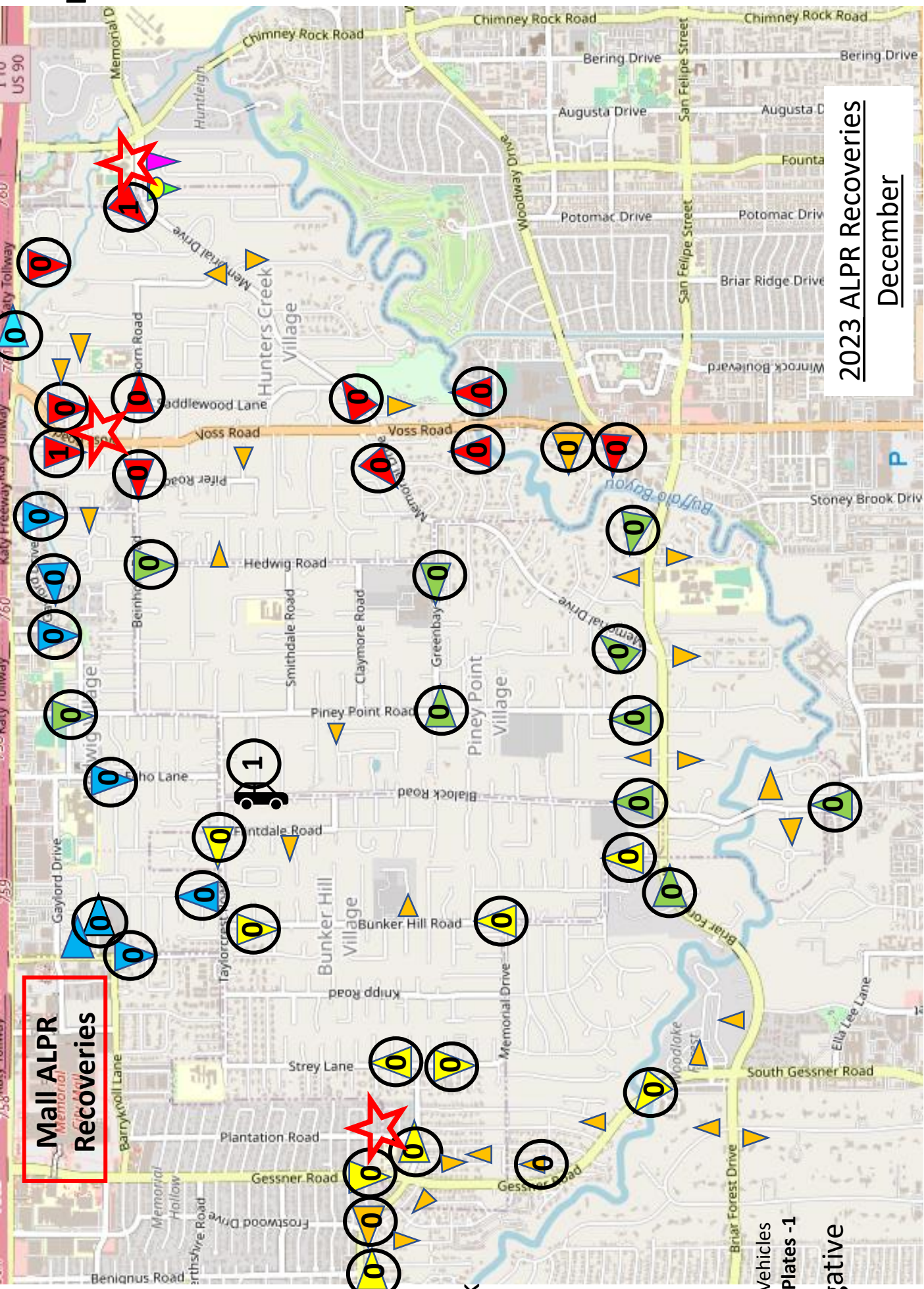

Hunters Creek



Frequent Mobile Locations



 Recovered Vehicles
Recovered Plates -1

 Investigative Leads

Mall ALPR Recoveries



Lindenwood HOA


Longwoods HOA


US Coins


In Process


HOA Systems


2023 ALPR Recoveries
December

12/31/23


ALPR Recoveries							
Num	Plate	Vehicle	Loc	Val	Links	Date	
1	PMC0662	Tou/Pri	13	\$ 18,000.00	Stolen from Repair	19-Jan	
2	SFG4671	BMW X5	7	\$ 32,000.00	Fugitive Previous	28-Jan	
3	RRB9905	Ford/Van	19	\$ 16,000.00	On Tow Truck	1-Feb	
4	PRP8014	Toy/High	21	\$ 24,000.00	Fraud	17-Feb	
5	3539AY	Merz	1	\$ 24,000.00	HPD-case	22-Feb	
6	NDD4115	BMW328	8	\$ 31,500.00	Fraud	6-Mar	
7	DRM8516	NissAlt	19	\$ 21,000.00		7-Apr	
8	SNT5450	GMC 1500	14	\$ 26,000.00		19-Apr	
9	LYG558	Nissan	19	\$ 14,000.00	Fugitive/Drugs	28-Apr	
10	GLN0746	GMC Yukor	16	\$ 18,000.00		1-May	
11	JRC3494	Porche	13	\$ 32,000.00	Fugitive	8-May	
12	3A0A447	Hyundai	19	\$ 11,000.00	Fugitive	13-May	
13	PYY0493	Hyundai	7	\$ 18,000.00		19-May	
14	LKW5687	Ford Esc	2	\$ 11,000.00		8-Jun	
15	PXF8499	Dodge P/U	21	\$ 16,000.00		11-Jun	
16	RTV0092	Hyndi	13	\$ 14,000.00	Meth	24-Jun	
17	SVW7775	Suburb	21	\$ 35,000.00		30-Jun	
18	3554581	Honda Acd	24	\$ 22,000.00	Fraud/fugitives	26-Jul	
19	9PCYC	Olds	13	\$ 9,000.00	Fraud	5-Aug	
20	HUJ5922	HYUN Vel	21	\$ 11,000.00		8-Aug	
21	26D243A	Chev 1500	27	\$ 2,000.00		9-Aug	
22	SDZ1804	Red VW	13	\$ 26,000.00	Auto Thieves	11-Aug	
23	SFF3401	Grey VW	Woaks	\$ 30,000.00	Auto Thieves/Gang	11-Aug	
24	4B7962F	Ford Foc	21	\$ 11,000.00	Fugitive/Drugs	23-Aug	
25	AL38296	Uhaul	23	\$ 32,000.00	Fraud	27-Aug	
26	RXN1895	ChevTrax	2	\$ 14,000.00		23-Sep	
27	TJG1131	Niss Alt	23	N/A	Repo-Multi	3-Oct	
28	RLF3497	Ford Van	19	\$ 21,000.00	Fraud	16-Oct	
29	LG89296	ChevSonic	13	\$ 16,000.00	Burglary	18-Oct	
30	TFB8022	HyunTUC	20	\$ 12,000.00		15-Nov	
31	SLF2117	Ford F350	19	\$ 43,000.00		12-Dec	
32	PYW2426	GMC Sierra	16	\$ 14,000.00	Fraud	10-Dec	
33	RXG9961	Merz	28	\$ 22,000.00		22-Dec	

33 Recoveries

Plate Recoveries					
Plate Recove	Date	Links	Plate Reco	Date	Links
SFG9342	1/12/2023	Owner	MWCRLN	8/15/2023	Owner
RDM8571	1/18/2023	Cited	GCD1760	8/16/2023	Cited
KKV5316	1/18/2023	Owner	4B7962F	8/25/2023	Cited
NDD9473	2/17/2023	Cited	PRW94419	9/5/2023	Cited
RMW2202	2/23/2023	Owner	TATDKAT	9/2/2023	Owner
RGB8499	2/24/2023	Owner	TJD4541	10/15/2023	Owner
RZK6901	3/8/2023	Arrested	59891M	10/8/2023	Cited
OB1159K	4/18/2023	Cited	LG9296	10/18/2023	Arrested
LLC9151	4/21/2023	Owner	906EVT	10/19/2023	Cited
NKH9972	5/17/2023	Owner	4B0100H	10/19/2023	Cited
2B0644F	5/18/2023	Cited	CDL2064	10/25/2023	Owner
SVH7417	5/20/2023	Owner	5B4230J	11/15/2023	Cited
PGN223	5/24/2023	Owner	SYF0249	12/10/2023	Owner
72054CO	5/25/2023	Cited			
HSL0283	5/27/2023	Owner			
RNT6220	6/22/2023	Cited			
2B3401K	6/23/2023	Cited			
SKY3033	7/2/2023	Owner			
3B9213E	7/20/2023	Victim/swap			
3M8386Z	8/5/2023	Stolen/Dupe			
SNZ9391	8/5/2023	Owner			
BS8K522	8/8/2023	Cited			

Firearm in vehicle Vehicle found to be Stolen
Temp Tag

Located but Filed								
Date	Plate	Camera	Date	Plate	Camera	Date	Plate	Camera
16-Jan	IN D19211	21	16-Aug	LFD4670	27	27-Sep	KIA	13
4-Feb	LJL2527	21	19-Aug	LYH5271	23	24-Nov	JTD3321	5
23-Apr	PZY1260	Hed	28-Aug	SNT0018	16			
23-Apr	1BF9105	8	8-Sep	179ENU	8			
3-Jun	MPR7295	1	10-Sep	3742X63	21			
16-Jun	3364G79	19	15-Sep	SNT0018	22			

Runaways/Missing			
3/3/2023	RZY8999	21	Juvenile Runaway
12/25/2023	FMD7726	21	Missing
12/30/2023	BT6C061	13	Danger to self

20 of 33 involved in other crimes = 61%

HOT List Hits Other Agencies			
2/9/2023	98BGQN	9	Fugitives
5/26/2023	SGH4365	6	Burglars
6/4/2023	SVM4611	13	Burglars
6-Jun		24	larceny
26-Jun	GBW3672	19	Forgery
22-Sep	TFG6407	27	Theft

ALPR Stops Located not Reported as Recovered			
Plate	ALPR	Agency	Date
SFG9342	19	HPD	11-Jan
KKP9539	1	HPD	26-Jan
PBB6385	13	HPD	30-Jan
RXN2712	21	Southside	9-Feb
RZY1469	8	HPD	6-Mar
HSL0283	7	HPD	3-Jun
RTY9029	6	HPD	4-Jun
HZY2942	6	HPD	14-Jun
PYX7001	19	HPD	22-Jun
LDZ0876	8	Edinberg	25-Jun
HHP9296	19	HPD	3-Sep
LJL8583	7	HPD*	24-Sep
HVM7961	19	HPD	9-Nov
25945DV	19	HPD	25-Dec
SNT1392	8	HPD	26-Dec

* HPD never showed up to meet w/victim

Program Summary			
2023 Value	\$ 646,500.00	Recovered	30
2022 Value	\$ 1,733,000.00	Recovered	74
2021 Value	\$ 1,683,601.00	Recovered	75
2020 Value	\$ 1,147,500.00	Recovered	61
2019 Value	\$ 438,000.00	Recovered	22
Program Total	\$ 5,648,601.00		262

INVESTIGATIVE LEADS/Solves							
Crime	Plate	Date	ALPR	Crime	Plate	Date	ALPR
Package Theft	BLN9367	29-Jan	#29	Theft	BHX3325	5/1/2023	5
Dumping of Concrete	261	7-Jan	#4	BMV	RKV2934	5/13/2023	19
Hotlist	98BBGQN	9-Feb	#9	BMV	SLD2033	5/13/2023	23
BMV's	LGD4601	10-Feb	#19	BMV x2	BS8B122	6/1/2023	14
Missing Person	RZY8999	3-Mar	#8	BOHx2 eluding	SXK4169	6/7/2023	19
Missing Person	MVC4443	5-Mar	#21	BMVx2	SNT1392	6/30/2023	19
Theft	692227C3	7-Mar	#19	BMV	SMY1888	8/9/2023	Woaks
Missing person	BZ92064	28-Mar	#21	Package Theft	DGH5917	8/11/2023	19
Jugging	PYT9426	3/21/2023	#14	Missing Person	SLB6399	8/15/2023	7
BMV's	NDG7754	25-Mar	US Courts	Food	RZ14503	9/29/2023	13
Theft	RXR5074	7-Apr	#11	Fraud	RKS2748	9/27/2023	16
BMV's	HDN7572	17-Apr	#20	Mail Theft		10/18/2023	
BMV	SLD2033	21-Apr	#7	Food Theft		10/18/2023	
Poss Abduction*	Multi	28-Apr	#14	FSGI		10/25/2023	

32 cases solved

* ALPR used to prove false report



December 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

Plate Reads Summary

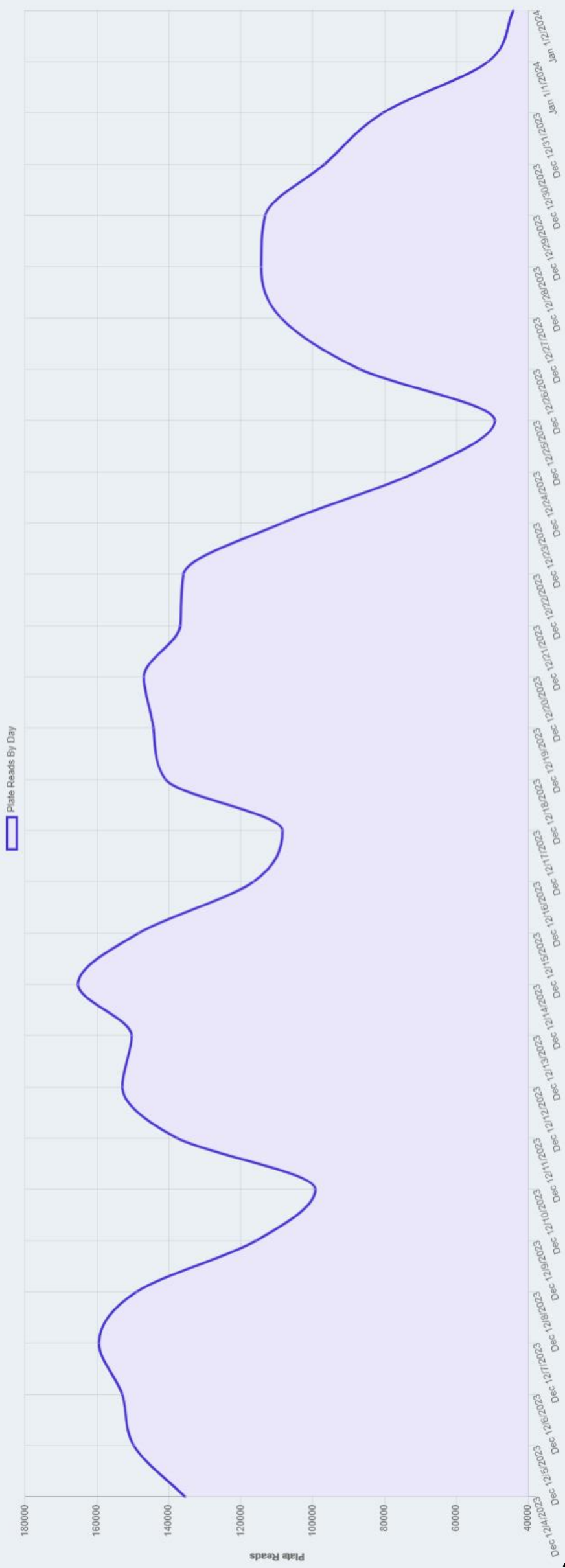
Total Plate Reads:
3,570,506

[Download CSV](#)

Devices (34)

[Search](#)

Dec 1 – Dec 31



Unique Plate Reads Summary

Total Unique Plate Reads:

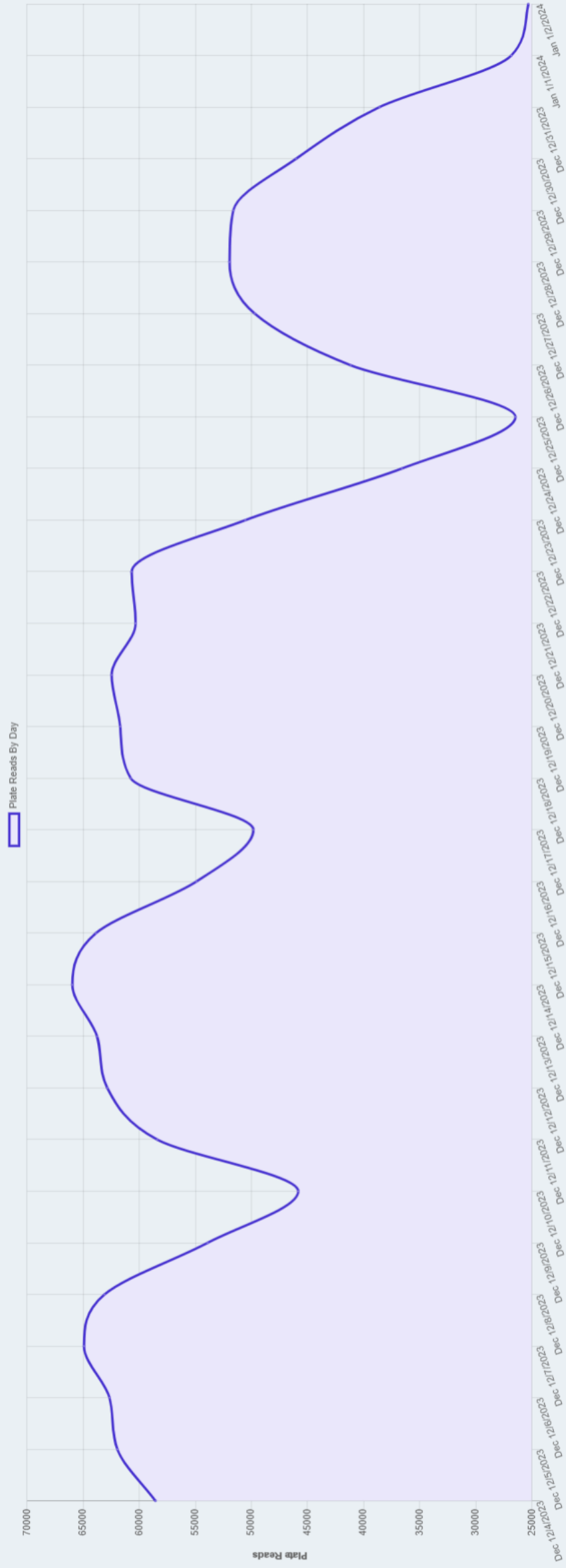
529,544

[DOWNLOAD CSV](#)

Devices (34)

[Search](#)

Dec 1 – Dec 31



All Categories

Hits Report

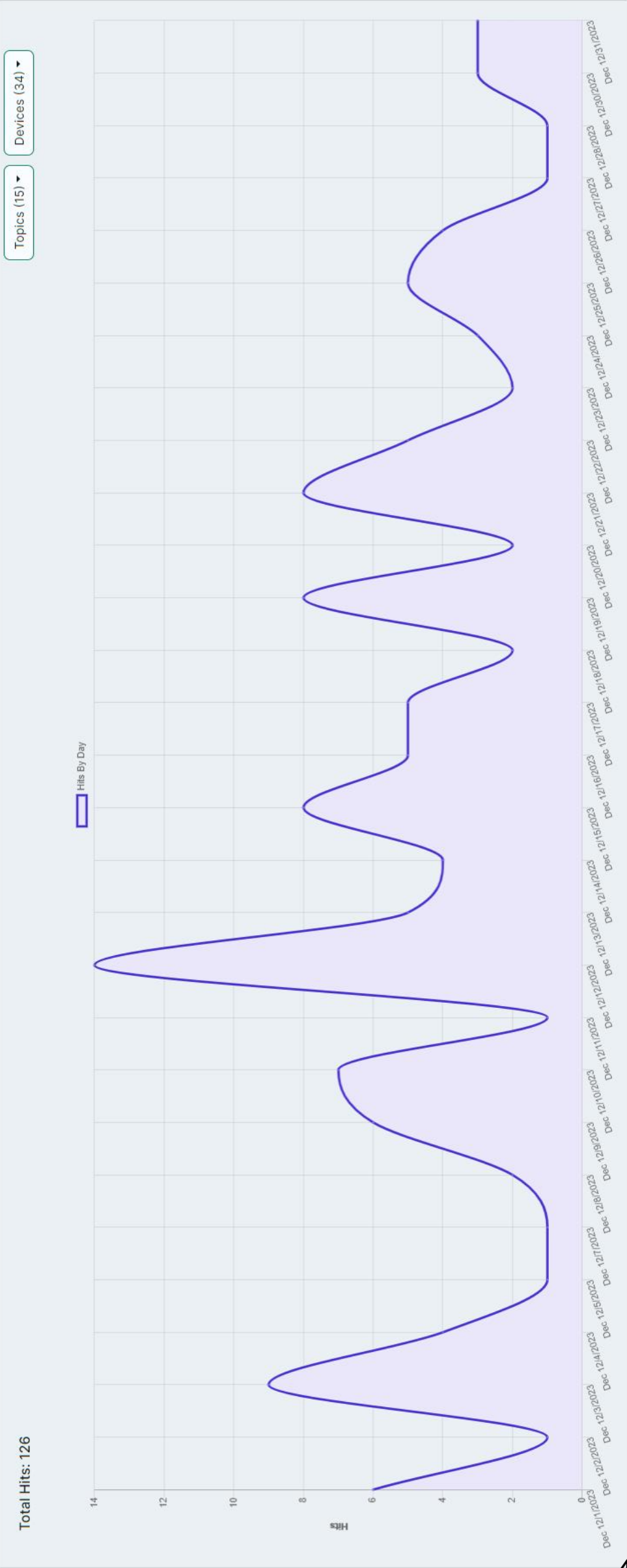
12/01/2023 To...

12/31/2023

Search

Select a date range up to 31 days

DOWNLOAD CSV



Top 7 Categories

Hits Report

12/01/2023 To... 12/31/2023

Search

Select a date range up to 31 days

DOWNLOAD CSV

Topics (7) ▾

Devices (34) ▾

Total Hits: 101

Hits By Day



Sex Offenders

Hits Report

12/01/2023

To...

12/31/2023

Search

Select a date range up to 31 days

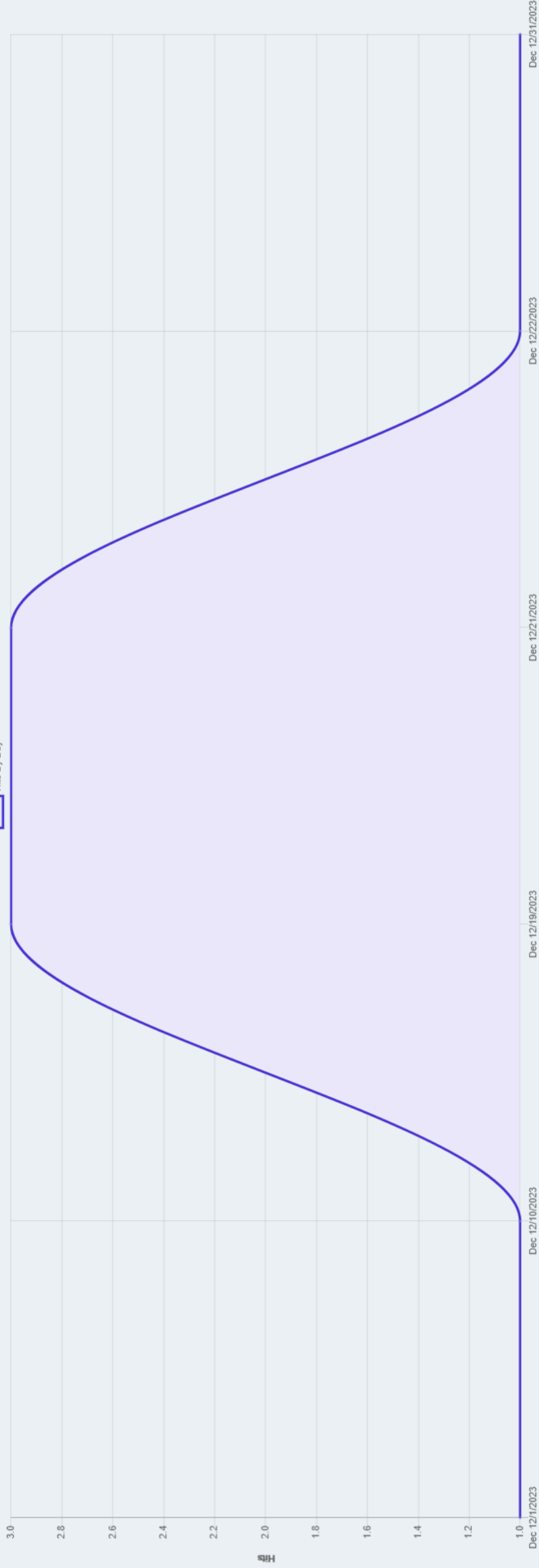
DOWNLOAD CSV

Topics (1) ▾

Devices (34) ▾

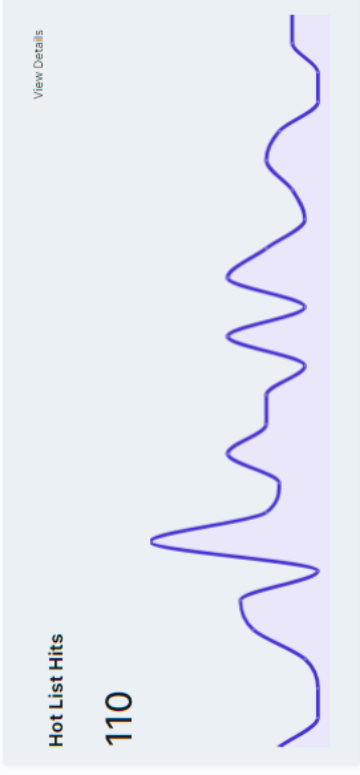
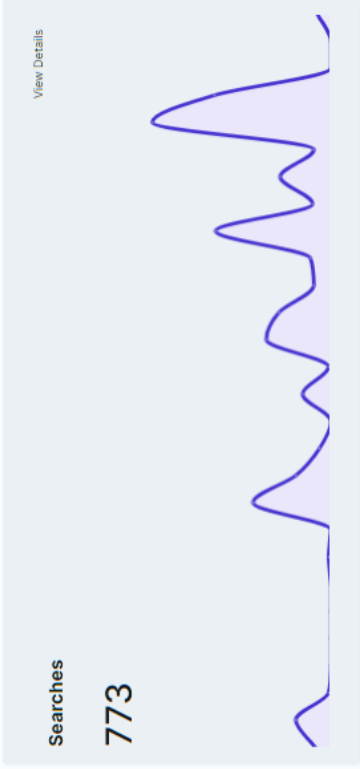
Total Hits: 10

Hits By Day



Summary Report


Insights Dashboard



Device Sharing
Shared with
Lewisville TX PD,
Sansom Park TX PD,
and 327 others

Access Levels
Search
Hotlist Tool Access

Device Status

34 / 34  **Devices Online**

[Previous Device](#) [Next Device](#)

Device Name	Battery	Latency
#01 Inbound, Riverview Way, EB	100%	14.65 s

- #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/Station

- #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 7/217,165
2 4/160,815
3 See #31
4 2/164,999
5 3/74,297
6 0/63,452
7 4/148,410
8 1/58,520
9 1/80,311
10 2/69,850
11 0/32,263
12 3/177,500
13 10/250,149
14 2/93,351
15 0/6,569
16 3/63,757

17 2/93,734
18 1/95,738
19 5/148,770
20 3/174,784
21 12/343,555
22 12/372,752
23 4/275,281
24 2/86,767
25 1/27,242
26 0/48,570
27 1/41,649
28 0/24,989
29 1/6,248
30 1/10,997
31 2/129,072
32 1/39,806
33 0/21,170
34 0/4,569

Total Reads – 3,570,506

Unique Reads – 529,544

Hits- 128

7 Top Hit 101

- Hotlist - 4
- Stolen Vehicle
- Stolen Plate
- Gang Member
- Missing -2
- Amber
- Priority Restraining Order

Recoveries - 3



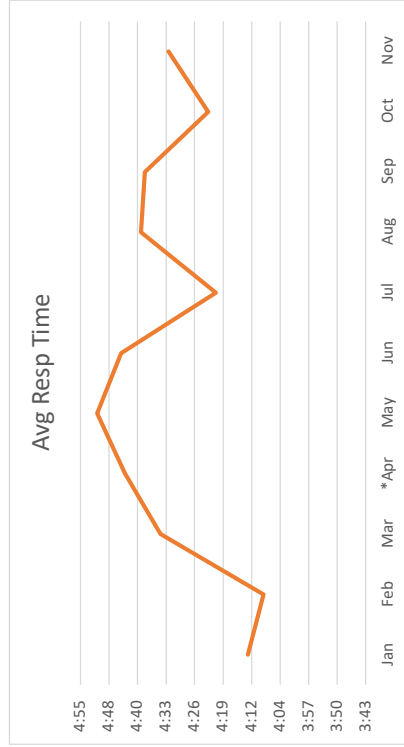
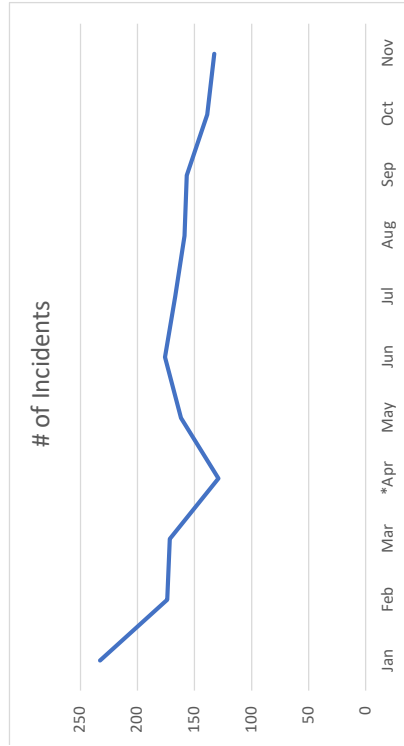
Village Fire Department
 901 Corbindale Rd
 Houston, TX 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD
TOTAL	233	174	172	174	210	218	221	210	223	194	190	2219
Adominal Pain	2	0	3	1	0	1	1	1	2	2	4	17
Allergic Reaction	1	0	1	1	1	2	1	4	2	1	0	14
Animal Bite	1	0	1	0	0	0	0	0	0	0	0	2
Apartment Fire	2	0	1	0	0	1	0	0	0	0	0	4
Assault	0	0	0	0	1	1	0	1	0	2	0	5
Automatic Aid	2	0	1	1	1	0	1	0	1	2	1	10
Automatic Aid- Apartment Fire	15	9	7	8	9	1	6	5	13	8	4	85
Automatic Aid- Building Fire	4	3	2	4	4	0	2	2	5	2	1	29
Automatic Aid- Elevator Rescue	1	0	2	1	1	1	2	5	1	2	0	16
Automatic Aid- Entrapment MVC	0	2	2	1	0	0	0	0	2	1	0	8
Automatic Aid- Gas Leak	3	7	4	4	3	1	1	5	0	1	0	29
Automatic Aid- High Rise Fire	3	1	0	0	1	0	1	0	1	1	1	9
Automatic Aid- House Fire	6	3	2	1	0	0	0	0	0	0	0	12
Back Pain	0	1	2	0	0	0	2	0	1	0	1	7
Business Fire	0	1	0	1	0	0	0	0	2	1	0	5
Carbon Monoxide Detector No Symptoms	2	3	5	1	1	5	2	8	4	1	6	38
Cardiac/Respiratory Arrest	1	1	2	0	1	0	0	1	0	1	1	8
Check a Noxious Odor	1	0	2	0	0	0	0	1	0	0	1	5
Check for Fire	0	1	1	0	0	0	0	0	1	1	1	5
Check for the Smell of Natural Gas	10	1	0	6	0	2	0	3	1	3	4	30
Check for the Smell of Smoke	2	1	1	2	0	0	0	0	0	6	0	12
Chest Pain	8	13	2	2	4	3	6	5	5	4	5	57
Child Locked in a Vehicle Engine and AC running	0	1	1	0	0	0	0	0	0	0	0	2
Child Locked in a Vehicle Engine and AC not running	0	0	0	0	1	0	0	1	0	0	0	2
Choking	0	0	0	0	0	0	3	0	0	1	2	6
Diabetic Emergency	0	0	0	1	2	1	2	2	1	1	1	11
Difficulty Breathing	12	2	8	5	3	11	6	11	9	5	5	77
Drowning	0	0	0	0	0	0	1	0	1	0	0	2
Electrical Fire	1	0	0	0	1	0	1	0	0	1	0	4
Elevator Rescue	3	0	1	1	1	1	0	0	1	0	0	8
Fall Victim	8	6	13	7	14	14	12	8	9	14	5	110
Fire Alarm Business	4	7	1	5	4	5	7	9	6	7	6	61
Fire Alarm Church or School	5	2	4	4	8	15	1	3	8	7	5	62
Fire Alarm Residence	46	17	19	36	38	50	46	28	34	18	34	366
Gas Leak	2	4	3	1	1	3	0	1	2	2	3	22
Grass Fire	0	0	0	0	1	2	1	0	2	0	0	6
HAZMAT Emergency	0	0	0	0	0	0	0	1	0	0	1	2
Headache - Stroke symptoms not present	0	0	2	0	0	0	0	0	0	0	0	2
Heart Problems	5	4	5	5	10	6	8	8	7	2	8	68

* Note: Excludes cancelled calls beginning in April.

Heat/Cold Exposure	0	0	0	0	0	0	0	2	0	1	2	0	0	5
Hemorrhage/Laceration	4	1	2	2	1	2	4	2	0	2	0	2	2	22
House Fire	2	1	1	1	1	2	3	2	0	1	2	1	2	16
Industrial Accident	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Injured Party	2	2	2	1	4	3	2	6	2	1	1	1	1	26
Medical Alarm	3	3	1	7	8	4	5	9	7	4	1	1	1	52
Motor Vehicle Collision	17	21	13	19	27	19	21	20	24	30	19	19	230	
Motor Vehicle Collision with Entrapment	0	1	2	0	0	0	3	1	1	1	1	1	1	10
Object Down in Roadway	0	0	1	2	5	5	1	1	2	4	2	4	2	23
Oven/Appliance Fire	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Overdose/Poisoning	1	3	2	2	1	3	4	2	1	1	2	2	2	22
Possible D.O.S.	1	2	1	2	1	1	0	0	0	1	2	1	2	11
Powerlines Down Arcing/Burning	2	0	0	4	3	8	2	5	4	1	2	2	3	31
Pregnancy/ Childbirth	1	0	0	2	0	0	0	0	0	0	0	0	0	3
Psychiatric Emergency	3	4	5	1	1	1	4	2	1	2	2	2	2	26
Seizures	4	6	4	3	2	2	3	3	2	3	3	3	3	35
Service Call Non-emergency	12	16	12	3	3	1	14	10	16	12	20	119		
Shooting/Stabbing	0	0	0	0	2	0	0	0	0	0	0	0	0	2
Sick Call	12	14	14	8	19	18	20	18	17	11	13	164		
Smoke in Business	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Stroke	1	2	1	1	3	5	4	3	3	4	1	28		
Transformer Fire	1	0	2	3	1	1	1	1	1	0	1	12		
Trash Fire	1	0	1	0	0	0	0	1	0	0	0	0	0	3
Traumatic Injury	0	0	2	1	0	1	1	0	0	1	1	7		
Unconscious Party/Syncope	8	6	3	9	14	9	13	7	12	12	11	104		
Unknown Medical Emergency	6	2	4	1	2	5	2	1	2	5	2	32		
Vehicle Fire	2	0	1	3	0	0	1	2	4	0	2	15		





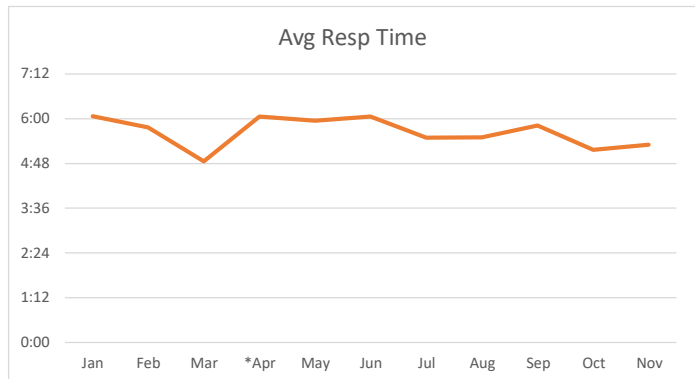
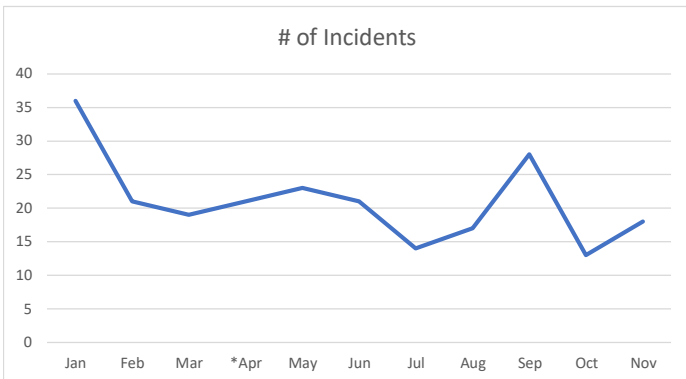
Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - Bunker Hill

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD
TOTAL	36	21	19	27	32	21	17	22	37	19	33	284
Abdominal Pain	0	0	0	0	0	0	0	0	0	0	1	1
Allergic Reaction	0	0	0	0	0	1	0	0	0	0	0	1
Assault	0	0	0	0	1	0	0	0	0	0	0	1
Business Fire	0	1	0	0	0	0	0	0	0	0	0	1
Carbon Monoxide Detector No Symptoms	0	1	3	0	0	0	0	0	3	0	1	8
Cardiac/Respiratory Arrest	1	0	0	0	0	0	0	0	0	0	1	2
Check for Fire	0	0	0	0	0	0	0	0	1	0	0	1
Check for the Smell of Natural Gas	3	0	0	2	0	0	0	0	0	0	0	5
Check for the Smell of Smoke	1	0	0	0	0	0	0	0	0	0	0	1
Chest Pain	0	0	0	0	0	1	1	1	1	0	0	4
Diabetic Emergency	0	0	0	0	0	0	1	0	0	0	0	1
Difficulty Breathing	4	0	4	0	0	1	1	4	1	3	0	18
Fall Victim	0	1	0	2	2	2	0	1	3	4	0	15
Fire Alarm Business	0	1	0	0	0	0	0	0	0	0	0	1
Fire Alarm Church or School	1	0	0	1	0	1	0	1	2	0	3	9
Fire Alarm Residence	9	3	4	6	8	6	6	5	7	1	7	62
Gas Leak	0	0	1	1	0	1	0	1	0	0	1	5
Grass Fire	0	0	0	0	0	1	0	0	0	0	0	1
Headache - Stroke symptoms not present	0	0	1	0	0	0	0	0	0	0	0	1
Heart Problems	0	1	0	1	2	1	1	0	3	0	0	9
Heat/Cold Exposure	0	0	0	0	0	0	0	1	0	0	0	1
Hemorrhage/Laceration	0	0	0	1	0	0	0	0	0	0	0	1
House Fire	1	0	0	0	0	0	0	1	0	0	0	2
Injured Party	1	0	0	0	1	0	0	1	2	0	0	5
Medical Alarm	0	1	0	3	0	0	0	1	1	1	0	7
Motor Vehicle Collision	1	0	1	2	6	0	0	1	3	0	0	14
Object Down in Roadway	0	0	0	1	2	0	0	0	0	2	1	6
Overdose/Poisoning	1	0	0	0	0	1	0	1	1	0	0	4
Possible D.O.S.	1	0	0	0	0	0	0	0	0	0	0	1
Powerlines Down Arcing/Burning	0	0	0	1	1	0	0	0	0	0	2	4
Psychiatric Emergency	1	0	0	1	0	0	0	0	0	0	1	3
Seizures	1	1	1	1	1	1	0	0	0	1	1	8
Service Call Non-emergency	6	7	2	1	2	0	1	0	4	2	8	33
Shooting/Stabbing	0	0	0	0	2	0	0	0	0	0	0	2
Sick Call	1	4	1	1	3	1	2	3	2	1	4	23
Stroke	1	0	0	1	1	1	0	0	1	1	0	6
Transformer Fire	0	0	0	1	0	0	0	0	0	0	0	1
Traumatic Injury	0	0	0	0	0	0	0	0	0	1	0	1
Unconscious Party/Syncope	1	0	0	0	0	1	3	0	2	0	2	9
Unknown Medical Emergency	1	0	1	0	0	1	1	0	0	2	0	6

Month	# of Incidents	Avg Resp Time
Jan	36	6:04
Feb	21	5:46
Mar	19	4:51
*Apr	21	6:03
May	23	5:57
Jun	21	6:03
Jul	14	5:29
Aug	17	5:30
Sep	28	5:49
Oct	13	5:10
Nov	18	5:18

* Note: Excludes cancelled calls beginning in April.





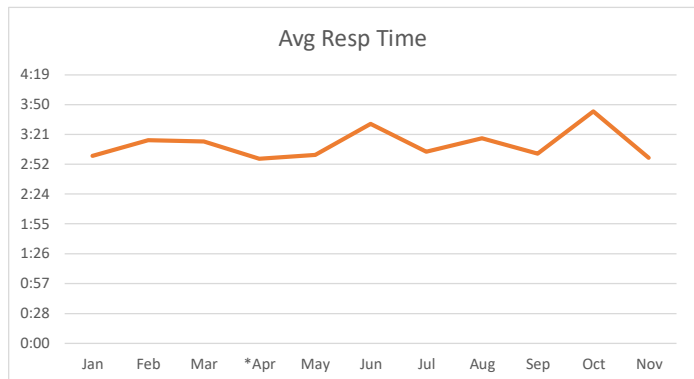
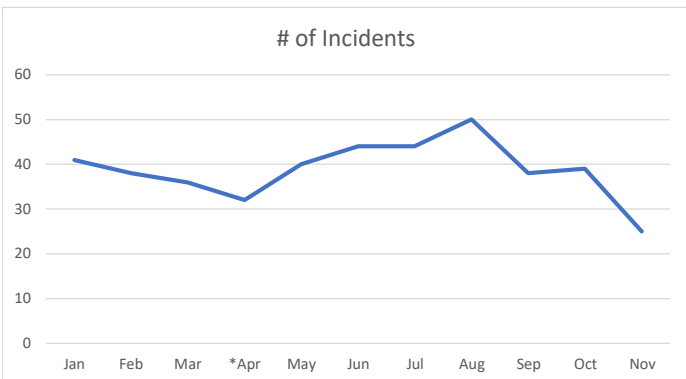
Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - Hedwig

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD
TOTAL	41	38	36	34	41	46	52	56	44	44	32	464
Adominal Pain	0	0	2	1	0	0	1	1	0	1	1	7
Allergic Reaction	0	0	1	1	1	1	1	0	1	0	0	6
Apartment Fire	1	0	1	0	0	1	0	0	0	1	0	4
Assult	0	0	0	0	0	1	0	0	0	0	0	1
Back Pain	0	0	0	0	0	0	1	0	0	1	0	2
Business Fire	0	0	0	1	0	0	0	0	1	0	0	2
Carbon Monoxide Detector No Symptoms	0	0	0	0	0	0	0	1	0	1	0	2
Cardiac/Respiratory Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Check a Noxious Odor	1	0	0	0	0	0	0	0	0	0	0	1
Check for the Smell of Natural Gas	0	0	0	1	0	2	0	1	0	0	0	4
Check for the Smell of Smoke	0	0	1	1	0	0	0	0	0	1	0	3
Chest Pain	3	5	1	0	0	1	3	2	1	3	3	22
Choking	0	0	0	0	0	0	1	0	0	0	0	1
Diabetic Emergency	0	0	0	0	1	1	1	1	1	1	1	7
Difficulty Breathing	1	2	1	2	0	3	1	3	1	1	1	16
Electrical Fire	1	0	0	0	0	0	0	0	0	1	0	2
Elevator Rescue	0	0	0	0	0	1	0	0	0	0	0	1
Fall Victim	3	3	3	1	5	2	3	2	2	2	0	26
Fire Alarm Business	1	3	1	2	1	3	6	8	3	5	5	38
Fire Alarm Church or School	0	0	3	2	8	6	1	0	2	0	0	22
Fire Alarm Residence	7	2	1	5	1	0	4	3	5	1	3	32
Gas Leak	1	1	1	0	0	0	0	0	0	1	0	4
HAZMAT Emergency	0	0	0	0	0	0	0	0	0	0	1	1
Heart Problems	1	2	0	3	3	2	1	3	3	2	1	21
Heat/Cold Exposure	0	0	0	0	0	1	0	0	1	0	0	2
Hemorrhage/Laceration	1	0	1	0	0	0	1	0	0	1	1	5
House Fire	0	0	0	0	0	0	1	1	0	0	0	2
Injured Party	1	2	0	0	2	0	0	4	0	1	0	10
Medical Alarm	0	0	0	0	1	1	0	0	0	1	0	3
Motor Vehicle Collision	5	6	5	2	3	2	6	9	7	5	4	54
Motor Vehicle Collision with Entrapment	0	0	0	0	0	0	0	0	0	1	0	1
Object Down in Roadway	0	0	0	0	0	2	0	0	0	0	0	2
Overdose/Poisoning	0	2	1	1	0	0	0	0	0	0	2	6
Possible D.O.S.	0	1	1	0	0	0	0	0	0	0	0	2
Powerlines Down Arcing/Burning	0	0	0	0	0	3	0	1	0	0	0	4
Pregnancy/ Childbirth	0	0	0	2	0	0	0	0	0	0	0	2
Psychiatric Emergency	1	0	2	0	0	0	1	0	0	0	1	5
Seizures	2	1	1	1	0	0	2	1	1	0	0	9
Service Call Non-emergency	0	4	3	0	0	0	5	3	5	3	2	25
Sick Call	5	2	2	2	5	7	6	5	4	5	4	47
Smoke in Business	0	0	0	0	1	0	0	0	0	0	0	1
Stroke	0	0	0	0	2	0	1	2	0	0	0	5
Transformer Fire	0	0	1	0	0	0	0	1	0	0	0	2
Trash Fire	0	0	0	0	0	0	0	1	0	0	0	1
Traumatic Injury	0	0	1	0	0	0	0	0	0	0	0	1
Unconscious Party/Syncope	3	1	1	5	6	3	5	2	6	4	2	38
Unknown Medical Emergency	2	1	1	1	1	3	0	0	0	1	0	10
Vehicle Fire	1	0	0	0	0	0	0	1	0	0	0	2

Month	# of Incidents	Avg Resp Time
Jan	41	3:01
Feb	38	3:16
Mar	36	3:15
*Apr	32	2:58
May	40	3:02
Jun	44	3:32
Jul	44	3:05
Aug	50	3:18
Sep	38	3:03
Oct	39	3:44
Nov	25	2:59

* Note: Excludes cancelled calls beginning in April.





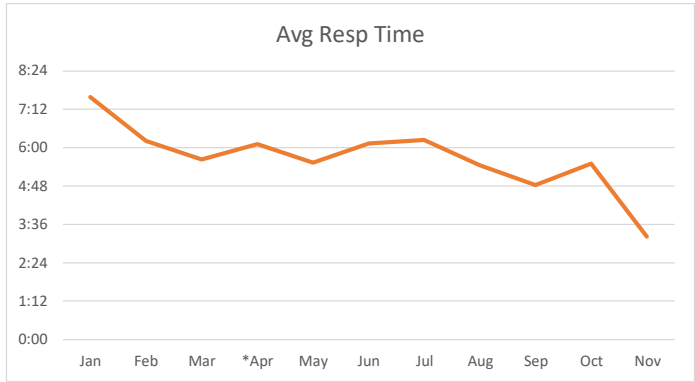
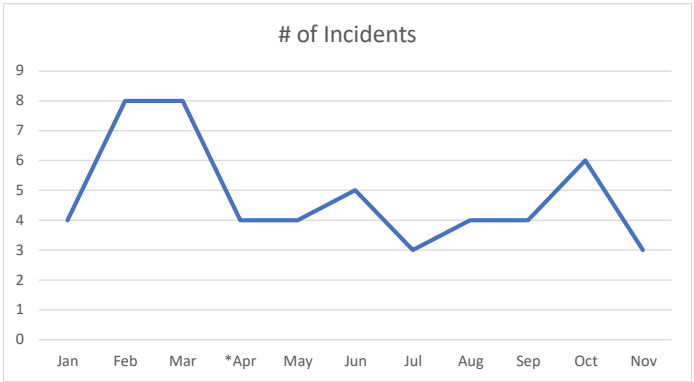
Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD
TOTAL	4	8	8	5	4	5	4	7	5	6	3	59
Back Pain	0	0	0	0	0	0	1	0	0	0	0	1
Carbon Monoxide Detector No Symptoms	1	0	0	0	0	0	0	0	0	0	0	1
Check a Noxious Odor	0	0	0	0	0	0	0	0	0	0	1	1
Check for the Smell of Natural Gas	1	0	0	0	0	0	0	1	0	0	0	2
Chest Pain	1	1	0	0	1	0	0	0	0	1	0	4
Fall Victim	0	1	2	0	0	0	0	0	0	2	0	5
Fire Alarm Business	0	0	0	0	0	0	0	1	0	0	0	1
Fire Alarm Church or School	0	0	0	1	0	0	0	0	0	0	0	1
Fire Alarm Residence	0	0	0	0	2	1	0	1	0	0	0	4
Gas Leak	0	0	0	0	0	0	0	0	0	1	0	1
Heart Problems	0	0	1	0	0	1	0	0	0	0	0	2
Hemorrhage/Laceration	0	1	0	1	0	0	0	0	0	0	0	2
Medical Alarm	0	0	0	0	1	0	0	1	0	0	0	2
Motor Vehicle Collision	0	1	0	1	0	3	0	0	1	2	2	10
Motor Vehicle Collision with Entrapment	0	0	2	0	0	0	0	0	0	0	0	2
Object Down in Roadway	0	0	0	1	0	0	0	0	0	0	0	1
Overdose/Poisoning	0	0	0	0	0	0	1	0	0	0	0	1
Possible D.O.S.	0	1	0	0	0	0	0	0	0	0	0	1
Powerlines Down Arcing/Burning	0	0	0	0	0	0	1	1	0	0	0	2
Psychiatric Emergency	1	0	0	0	0	0	0	0	0	0	0	1
Service Call Non-emergency	0	2	1	0	0	0	0	0	1	0	0	4
Sick Call	0	1	2	1	0	0	1	1	2	0	0	8
Unconscious Party/Syncope	0	0	0	0	0	0	0	1	0	0	0	1
Unknown Medical Emergency	0	0	0	0	0	0	0	0	1	0	0	1

Month	# of Incidents	Avg Resp Time
Jan	4	7:35
Feb	8	6:13
Mar	8	5:38
*Apr	4	6:07
May	4	5:32
Jun	5	6:08
Jul	3	6:15
Aug	4	5:27
Sep	4	4:50
Oct	6	5:30
Nov	3	3:13

* Note: Excludes cancelled calls beginning in April.



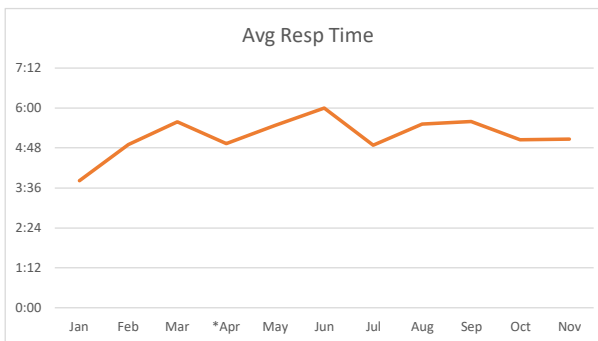
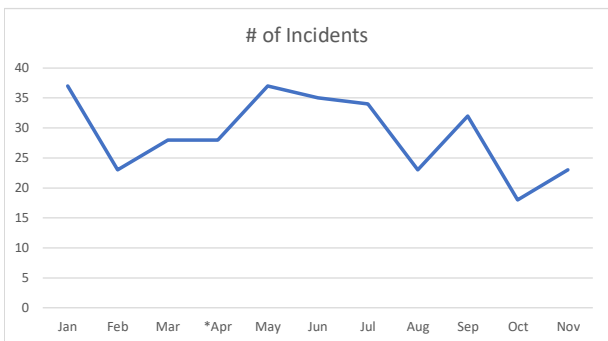


Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD	Month	# of Incidents	Avg Resp Time
TOTAL	37	23	28	38	43	44	43	29	41	29	35	390	Jan	37	3:49
Abdominal Pain	0	0	0	0	0	1	0	0	1	0	2	4	Feb	23	4:54
Allergic Reaction	0	0	0	0	0	0	0	1	1	0	0	2	Mar	28	5:35
Animal Bite	0	0	1	0	0	0	0	0	0	0	0	1	*Apr	28	4:56
Back Pain	0	0	1	0	0	0	0	0	0	0	0	1	May	37	5:29
Carbon Monoxide Detector No Symptoms	1	1	0	1	0	1	1	2	0	1	2	10	Jun	35	6:00
Cardiac/Respiratory Arrest	0	0	1	0	0	0	0	0	0	0	0	1	Jul	34	4:53
Check a Noxious Odor	0	0	1	0	0	0	0	0	0	0	0	1	Aug	23	5:31
Check for Fire	0	0	0	0	0	0	0	0	0	1	0	1	Sep	32	5:36
Check for the Smell of Natural Gas	1	0	0	1	0	0	0	0	1	1	2	6	Oct	18	5:03
Check for the Smell of Smoke	0	0	0	1	0	0	0	0	0	4	0	5	Nov	23	5:04
Chest Pain	1	1	0	0	2	0	1	1	1	1	0	7			
Child Locked in a Vehicle Engine and AC not running	0	0	0	0	1	0	0	1	0	0	0	2			
Choking	0	0	0	0	0	0	1	0	0	0	1	2			
Difficulty Breathing	2	0	3	2	1	1	0	1	4	1	1	16			
Electrical Fire	0	0	0	0	1	0	1	0	0	0	0	2			
Elevator Rescue	3	0	0	0	0	0	0	0	0	0	0	3			
Fall Victim	1	0	2	3	2	4	4	3	2	0	2	23			
Fire Alarm Business	1	1	0	2	0	0	0	0	0	0	0	4			
Fire Alarm Church or School	0	0	0	0	0	1	0	0	0	1	0	2			
Fire Alarm Residence	15	4	5	14	14	16	11	9	13	7	12	120			
Gas Leak	0	1	0	0	1	0	0	0	2	0	1	5			
Grass Fire	0	0	0	0	0	0	0	0	1	0	0	1			
Heart Problems	0	0	1	1	2	0	1	1	1	0	1	8			
Hemorrhage/Laceration	0	0	1	0	1	0	0	1	0	0	0	3			
House Fire	0	1	0	1	1	0	0	0	0	0	0	3			
Injured Party	0	0	1	0	0	2	0	0	0	0	0	3			
Medical Alarm	2	2	0	3	4	2	3	4	2	0	1	23			
Motor Vehicle Collision	5	7	1	1	4	5	3	0	3	3	0	32			
Object Down in Roadway	0	0	0	0	0	0	0	0	1	0	1	2			
Overdose/Poisoning	0	0	0	1	0	1	3	0	0	1	0	6			
Possible D.O.S.	0	0	0	1	0	0	0	0	0	1	0	2			
Powerlines Down Arcing/Burning	1	0	0	1	0	2	1	1	0	0	0	6			
Psychiatric Emergency	0	1	1	0	0	0	1	0	1	0	0	4			
Seizures	0	1	1	0	0	1	0	0	1	0	2	6			
Service Call Non-emergency	1	0	3	2	0	0	3	2	2	4	4	21			
Sick Call	0	1	3	0	5	3	2	1	2	0	0	17			
Stroke	0	0	0	0	0	0	2	0	0	2	0	4			
Transformer Fire	0	0	0	0	0	0	0	0	1	0	0	1			
Traumatic Injury	0	0	0	1	0	1	1	0	0	0	1	4			
Unconscious Party/Syncope	2	2	1	2	4	3	3	1	0	1	1	20			
Unknown Medical Emergency	0	0	1	0	0	0	1	0	0	1	1	4			
Vehicle Fire	1	0	0	0	0	0	0	0	1	0	0	2			

* Note: Excludes cancelled calls beginning in April.





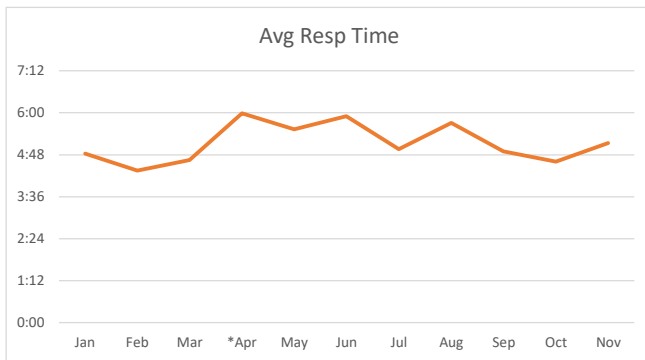
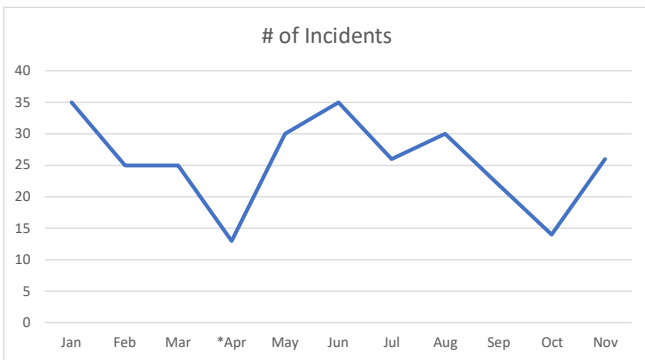
Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD
TOTAL	35	25	25	20	38	50	39	39	28	29	32	360
Abdominal Pain	0	0	0	0	0	0	0	0	1	0	0	1
Allergic Reaction	0	0	0	0	0	0	0	2	0	0	0	2
Animal Bite	1	0	0	0	0	0	0	0	0	0	0	1
Assult		0	0	0	0	0	0	0	0	1	0	1
Business Fire	0	0	0	0	0	0	0	0	1	0	0	1
Carbon Monoxide Detector No Symptoms	0	1	1	0	0	4	0	5	1	0	1	13
Cardiac/Respiratory Arrest	0	1	1	0	0	0	0	1	0	0	0	3
Check a Noxious Odor	0	0	0	0	0	0	0	1	0	0	0	1
Check for Fire	0	0	0	0	0	0	0	0	0	0	1	1
Check for the Smell of Natural Gas	3	0	0	0	0	0	0	1	0	0	2	6
Check for the Smell of Smoke	1	1	0	0	0	0	0	0	0	0	0	2
Chest Pain	1	1	1	0	0	0	0	0	0	0	0	3
Choking	0	0	0	0	0	0	1	0	0	1	0	2
Diabetic Emergency	0	0	0	1	1	0	0	1	0	0	0	3
Difficulty Breathing	2	0	0	1	1	3	1	2	3	0	1	14
Elevator Rescue	0	0	0	0	0	0	0	0	1	0	0	1
Fall Victim	4	0	3	0	4	3	3	1	0	1	1	20
Fire Alarm Business	0	0	0	0	0	0	0	0	0	0	1	1
Fire Alarm Church or School	2	1	1	0	0	3	0	0	2	5	2	16
Fire Alarm Residence	9	7	7	10	12	21	19	8	7	6	8	114
Gas Leak	1	1	0	0	0	1	0	0	0	0	1	4
Grass Fire	0	0	0	0	1	1	0	0	1	0	0	3
Heart Problems	0	0	1	0	1	0	2	3	0	0	2	9
Hemorrhage/Laceration	1	0	0	0	0	1	1	0	0	1	0	4
House Fire	1	0	1	0	0	2	1	0	0	0	1	6
Injured Party	0	0	0	0	1	1	0	0	0	0	0	2
Medical Alarm	0	0	0	0	0	1	1	0	2	1	0	5
Motor Vehicle Collision	3	2	2	1	3	1	2	2	2	3	1	22
Object Down in Roadway	0	0	1	0	3	3	1	0	1	1	0	10
Overdose/Poisoning	0	1	0	0	1	0	0	1	0	0	0	3
Possible D.O.S.	0	0	0	0	1	1	0	0	0	0	1	3
Powerlines Down Arcing/Burning	0	0	0	1	0	0	0	0	2	1	0	4
Psychiatric Emergency	0	3	1	0	1	1	1	1	0	0	0	8
Seizures	1	1	0	1	0	0	1	1	0	0	0	5
Service Call Non-emergency	4	3	2	0	0	0	3	4	0	3	0	19
Sick Call	0	2	0	3	4	1	0	2	2	2	2	18
Stroke	0	0	0	0	0	1	0	1	1	0	1	4
Transformer Fire	0	0	1	1	0	0	1	0	0	0	1	4
Trash Fire	0	0	1	0	0	0	0	0	0	0	0	1
Unconscious Party/Syncope	1	0	0	0	3	1	1	1	1	2	3	13
Unknown Medical Emergency	0	0	1	0	1	0	0	1	0	1	1	5
Vehicle Fire	0	0	0	1	0	0	0	0	0	0	1	2

Month	# of Incidents	Avg Resp Time
Jan	35	4:50
Feb	25	4:21
Mar	25	4:39
*Apr	13	5:59
May	30	5:32
Jun	35	5:54
Jul	26	4:58
Aug	30	5:43
Sep	22	4:54
Oct	14	4:36
Nov	26	5:08

* Note: Excludes cancelled calls beginning in April.



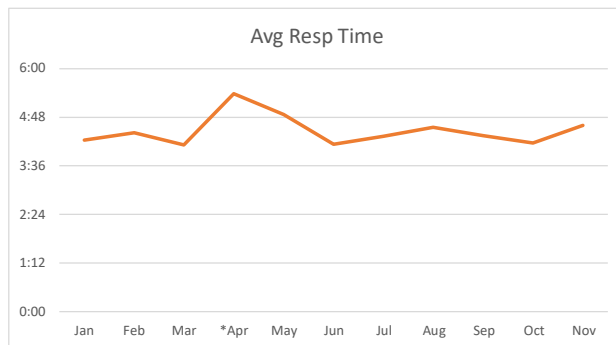
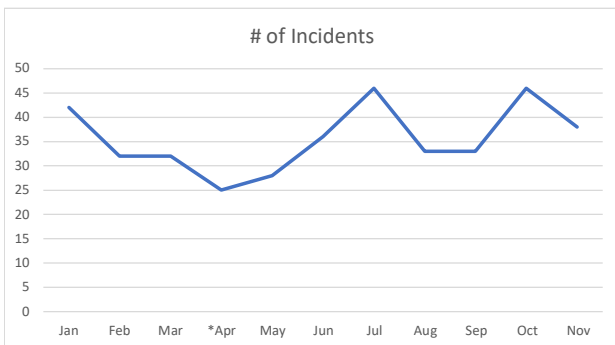


Village Fire Department
 901 Corbindale Rd
 Houston, TX, 77024
 Phone# (713) 468-7941 Fax# (713) 468-5039

November 2023 Summary - Spring Valley

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total YTD	Month	# of Incidents	Avg Resp Time
TOTAL	42	32	32	25	30	41	49	37	38	46	47	419	Jan	42	4:14
Adominal Pain	2	0	1	0	0	0	0	0	0	1	0	4	Feb	32	4:25
Allergic Reaction	1	0	0	0	0	0	0	1	0	1	0	3	Mar	32	4:07
Assult	0	0	0	0	0	0	0	1	0	0	0	1	*Apr	25	5:23
Back Pain	0	1	1	0	0	0	0	0	1	0	1	4	May	28	4:52
Carbon Monoxide Detector No Symptoms	0	0	1	0	1	0	0	0	0	0	2	4	Jun	36	4:08
Cardiac/Respiratory Arrest	0	0	0	0	1	0	0	0	0	0	0	1	Jul	46	4:20
Check a Noxious Odor	0	0	1	0	0	0	0	0	0	0	0	1	Aug	33	4:33
Check for Fire	0	1	1	0	0	0	0	0	0	0	0	2	Sep	33	4:21
Check for the Smell of Natural Gas	1	1	0	1	0	0	0	0	0	2	0	5	Oct	46	4:10
Check for Smell of Smoke		0	0	0	0	0	0	0	0	1	0	1	Nov	38	4:36
Chest Pain	2	5	0	2	1	1	1	1	2	0	2	17			
Child Locked in a Vehicle Engine and AC running	0	1	0	0	0	0	0	0	0	0	0	1			
Choking	0	0	0	0	0	0	0	0	0	0	1	1			
Difficulty Breathing	2	0	0	0	1	3	3	1	0	0	2	12			
Drowning	0	0	0	0	0	0	1	0	0	0	0	1			
Elevator Rescue	0	0	1	1	1	0	0	0	0	0	0	3			
Fall Victim	0	1	3	1	1	3	2	1	1	4	2	19			
Fire Alarm Business	2	2	0	1	3	2	1	0	3	2	0	16			
Fire Alarm Church or School	2	1	0	0	0	4	0	2	1	1	0	11			
Fire Alarm Residence	6	1	1	0	1	6	6	2	2	3	4	32			
Gas Leak	0	1	1	0	0	1	0	0	0	0	0	3			
HAZMAT Emergency	0	0	0	0	0	0	0	1	0	0	0	1			
Headache - Stroke symptoms not present	0	0	1	0	0	0	0	0	0	0	0	1			
Heart Problems	4	1	2	0	2	1	3	1	0	0	4	18			
Heat/Cold Exposure	0	0	0	0	0	1	0	0	1	0	0	2			
Hemorrhage/Laceration	2	0	0	0	0	1	2	1	0	0	1	7			
House Fire	0	0	0	0	0	0	1	0	0	1	1	3			
Industrial Accident	0	0	0	0	0	0	0	0	0	1	0	1			
Injured Party	0	0	1	1	0	0	2	1	0	0	1	6			
Medical Alarm	1	0	1	1	2	0	1	3	2	1	0	12			
Motor Vehicle Collision	3	3	3	9	9	3	10	7	7	16	12	82			
Motor Vehicle Collision with Entrapment	0	1	0	0	0	0	3	1	1	0	1	7			
Oven/Appliance Fire	0	0	0	0	0	0	0	0	1	0	0	1			
Overdose/Poisoning	0	0	1	0	0	1	0	0	0	0	0	2			
Possible D.O.S.	0	0	0	1	0	0	0	0	0	0	1	2			
Powerlines Down Arcing/Burning	1	0	0	1	2	1	0	2	1	0	0	8			
Pregnancy/ Childbirth	1	0	0	0	0	0	0	0	0	0	0	1			
Psychiatric Emergency	0	0	1	0	0	0	1	1	0	2	0	5			
Seizures	0	2	1	0	1	0	0	1	0	1	0	6			
Service Call Non-emergency	1	0	0	0	0	1	2	1	3	0	5	13			
Sick Call	6	4	6	1	2	6	7	5	4	3	3	47			
Stroke	0	2	1	0	0	3	1	0	1	1	0	9			
Transformer Fire	0	0	0	1	1	1	0	0	0	0	0	3			
Trash Fire	1	0	0	0	0	0	0	0	0	0	0	1			
Traumatic Injury	0	0	1	0	0	0	0	0	0	0	0	1			
Unconscious Party/Syncope	1	3	1	2	1	1	1	2	3	5	3	23			
Unknown Medical Emergency	3	1	0	0	0	1	0	0	1	0	0	6			
Vehicle Fire	0	0	1	2	0	0	1	1	3	0	1	9			

* Note: Excludes cancelled calls beginning in April.



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 Jan. 3, 2024 for the Jan. 23, 2024 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for Dec. 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	22	\$29,508	1	13	\$1,775	40	\$9,230	75	\$40,513	\$7,338,873
October	29	\$12,670	1	23	\$4,410	68	\$9,525	120	\$26,605	\$5,504,250
November	17	\$25,075	4	9	\$1,250	32	\$5,645	58	\$31,970	\$6,358,537
December	21	\$37,461	3	8	\$2,205	19	\$3,820	48	\$43,486	\$6,171,025
Total	308	\$287,105	19	187	\$35,785	471	\$86,853	966	\$409,743	\$71,259,927

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	81.3%	35	18.7%	
February	174	147	84.5%	27	15.5%	
March	236	226	95.8%	10	4.2%	
April	154	131	85.1%	23	14.9%	
May	175	150	85.7%	25	14.3%	
June	175	154	88.0%	21	12.0%	
July	246	199	80.9%	47	19.1%	
August	250	213	85.2%	37	14.8%	
September	219	192	87.7%	27	12.3%	
October	178	150	84.3%	28	15.7%	
November	152	132	86.8%	20	13.2%	
December	157	144	91.7%	13	8.3%	
			#DIV/0!		#DIV/0!	
Total	2303	1990	86.4%	313	13.6%	

Inspections with Odometer Readings, by Inspector and Vehicle

Jan 3, 2024 1:24 PM
Henry Rivas
City of Hunters Creek Village

Date Range (inclusive): **Fri Dec 01 2023 to Sun Dec 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:								
	202300443	8315 Hunters Creek Dr	Insulation	12/1/23		No	Pass	
	202300710	628 SHARTLE CIR	P Final	12/1/23		No	Pass	
	202300895	10715 Tarrington Drive	DW Steel	12/1/23		Yes	PPass	
	202300936	879 Country Ln	E Rough	12/1/23		No	Pass	
	202300054	702 Saddlewood Lane	Insulation	12/4/23		No	Pass	
	202300665	628 SHARTLE CIR	E Final	12/4/23		No	Pass	
	202300781	10721 SHALLOWBROOK LN	DW Steel	12/4/23	Y	No	Pass	
	202300894	510 LINDENWOOD DR	P UnderG	12/4/23		No	NC	Disapproved-Not home
	202300894	510 LINDENWOOD DR	P GL & GT	12/4/23		Yes	NC	Disapproved-Not home
	202300915	10910 MELODY LN	FD-Piers	12/4/23		No	Pass	
	202300938	7 Long Timbers Trail	P TO/Rough	12/4/23		No	Pass	
	202300938	7 Long Timbers Trail	Shower Pan	12/4/23		No	Pass	
	202300340	628 SHARTLE CIR	Bld-Final	12/5/23		No	Pass	
	202300696	526 Trails End	H-Strap	12/5/23		Yes	PPass	Partial-Rear covered porch not ready
	202300779	514 Wellesley Drive	DW Steel	12/5/23	Y	No	Pass	[Entered 11/29/2023 by BBG]: [Entered 11/28/2023 by BBG]: Partial Driveway

202300798	624 WELLESLEY DR	F Final	12/5/23		No	Pass	
202300848	272 BRYN MAWR CIR	P Steel/Piping	12/5/23		No	Pass	
202300861	10926 Walwick Drive	E Underg	12/5/23		No	Pass	
202300861	10926 Walwick Drive	E Rough	12/5/23		No	Pass	
202300881	10802 Oak Hollow St	YD Trench	12/5/23		No	Pass	
202300898	418 RIPPLE CREEK DR	P GL & GT	12/5/23		No	Pass	
202300423	10926 Walwick Drive	Frame	12/6/23		No	Pass	
202300423	10926 Walwick Drive	Insulation	12/6/23		No	Pass	
202300622	10721 SHALLOWBROOK LN	TCI	12/6/23		No	Pass	
202300622	10721 SHALLOWBROOK LN	E Final	12/6/23		No	PPass	Partail; Plumbing failed, for no hook up.
202300656	10721 SHALLOWBROOK LN	P Final	12/6/23		Yes	NC	"Failed - Gas line is not connected to generator or to meter."
202300667	713 Camelot Lane	E Rough	12/6/23		No	Pass	
202300866	8423 Hunters Creek Dr	H-Strap	12/6/23		No	Pass	
202300888	517 WELLESLEY DR	F Post Hole	12/6/23		No	Pass	
202300894	510 LINDENWOOD DR	P GL & GT	12/6/23	Y	No	Pass	[Entered 12/4/2023 by BBG]: Disapproved-Not home
202300894	510 LINDENWOOD DR	P UnderG	12/6/23	Y	No	Pass	[Entered 12/4/2023 by BBG]: Disapproved-Not home
202300917	1 Inwood Oaks Dr	P UnderG	12/6/23		No	Pass	
202300926	620 Wellesley Drive	FD Steel	12/6/23		No	Pass	
202300942	10911 Pama Circle	P UnderG	12/6/23		No	Pass	
202300946	10926 Walwick Drive	M Rough	12/6/23		No	Pass	

	202201148	10611 TWELVE OAKS DR	P Deck S	12/7/23		No	Pass	
	202300521	1 Smithdale Ct	E Final	12/7/23		No	Pass	
	202300562	10803 Timberglen Dr	P Deck S	12/7/23		No	Pass	
	202300745	806 KUHLMAN RD	Foundation	12/7/23	Y	No	Pass	[Entered 11/22/2023 by BBG]: Guest House Only
	202300769	10810 Oak Hollow St	E Final	12/7/23		No	Pass	
	202300781	10721 SHALLOWBROOK LN	DW Final	12/7/23		No	Pass	
	202300794	10810 Oak Hollow St	P Final	12/7/23		No	Pass	
	202300807	879 Country Ln	FD Steel	12/7/23		No	Pass	
	202300914	879 Country Ln	P TO/Rough	12/7/23	Y	No	Pass	[Entered 12/4/2023 by henry]: No test of pizza oven branch.
	202300918	10 Pine Grove Circle	M Final	12/7/23		No	Pass	
	202201050	844 KUHLMAN RD	E Underg	12/8/23		No	Pass	
	202300003	852 Kuhlman Rd	P Steel/Piping	12/8/23		No	Pass	
	202300622	10721 SHALLOWBROOK LN	E Final	12/8/23	Y	No	Pass	[Entered 12/6/2023 by BBG]: Partail; Plumbing failed, for no hook up.
	202300881	10802 Oak Hollow St	YD Trench	12/8/23	Y	No	Pass	
	202300892	1014 River Glyn Drive	M Final	12/8/23		No	Pass	
	202300948	206 Voss Road	P UnderG	12/8/23		No	Pass	
	202300952	411 Kari Court	P Final	12/8/23		No	Pass	
	202300955	10910 MELODY LN	P UnderG	12/8/23		No	Pass	
	202300949	10910 MELODY LN	ET-Pole	12/11/23		No	Pass	
	202300456	1 Smithdale Ct	Bld-Final	12/12/23		No	Pass	
	202300943	7 Long Timbers Trail	E Rough	12/12/23		No	Pass	

202200678	215 Bryn Mawr Circle	Shower Pan	12/13/23		No	Pass	
202300736	10914 Bridgewood St	E Final	12/13/23		No	Pass	
202300742	10914 Bridgewood St	P Final	12/13/23		No	Pass	
202300809	10721 SHALLOWBROOK LN	YD Final	12/13/23		No	Pass	
202300907	10721 SHALLOWBROOK LN	I Final	12/13/23		No	Pass	
202300926	620 Wellesley Drive	E Underg	12/13/23		No	Pass	
202300967	879 Country Ln	P Final	12/13/23		No	Pass	
202300967	879 Country Ln	VCBK	12/13/23		No	Pass	
202300968	11010 Hunters Park Dr	P UnderG	12/13/23		No	Pass	
202300968	11010 Hunters Park Dr	P TO/Rough	12/13/23		No	Pass	
202300619	10606 Fairlane Drive	M Final	12/14/23		No	Pass	
202300669	10618 Gawain Ln	YD Final	12/14/23	Y	No	Pass	[Entered 9/22/2023 by BBG]: Partial approval- Drainage installed under driveways
202300730	1122 Riverbend Drive	M Final	12/14/23		No	Pass	
202300836	10618 Gawain Ln	I Final	12/14/23		No	Pass	
202300924	734 Camelot Ln	YD Final	12/14/23		No	Pass	
202300947	3 Glendenning Drive	M Final	12/14/23		No	Pass	
202300966	620 Wellesley Drive	P UnderG	12/14/23		No	Pass	
202300966	620 Wellesley Drive	P GL & GT	12/14/23		Yes	NC	Failed Gas Test - No pressure on gauge for test
202300971	10611 Twelve Oaks Drive	DW Steel	12/14/23		No	Pass	
202300347	702 Saddlewood Lane	E Underg	12/15/23		No	Pass	
202300347	702 Saddlewood Lane	E TCI	12/15/23		No	Pass	
202300800	203 Fleetway Dr	Gas Test	12/15/23		No	Pass	

	202300963	272 BRYN MAWR CIR	E Underg	12/15/23		No	Pass	
	202200372	671 SHARTLE CIR	Bld-Final	12/18/23		No	Pass	
	202300483	671 SHARTLE CIR	YD Final	12/18/23		No	Pass	
	202300503	671 SHARTLE CIR	E Final	12/18/23		No	Pass	
	202300519	10420 Memorial Drive	Shower Pan	12/18/23		No	Pass	
	202300649	713 Camelot Lane	Frame	12/18/23		No	Pass	
	202300652	671 SHARTLE CIR	DW Final	12/18/23		No	Pass	
	202300811	734 Camelot Ln	P Final	12/18/23		No	Pass	
	202300822	734 Camelot Ln	P Sewer	12/18/23		No	Pass	
	202300823	734 Camelot Ln	E Final	12/18/23		No	Pass	
	202300954	11007 Hedwig Green	FD-Piers	12/18/23		No	Pass	
	202300964	671 SHARTLE CIR	P Final	12/18/23		No	Pass	
	202300966	620 Wellesley Drive	P GL & GT	12/18/23	Y	No	Pass	[Entered 12/14/2023 by BBG]: Failed Gas Test - No pressure on gauge for test
	202300474	10721 SHALLOWBROOK LN	P Final	12/19/23		No	Pass	
	202300474	10721 SHALLOWBROOK LN	P Rgh/P-T/VCBK	12/19/23		No	Pass	
	202300915	10910 MELODY LN	Foundation	12/19/23		No	Pass	
	202300917	1 Inwood Oaks Dr	P UnderG	12/19/23	Y	No	Pass	
	202300926	620 Wellesley Drive	E Final	12/19/23		No	Pass	
	202300937	813 Saddlewood Lane	Shower Pan	12/19/23		No	Pass	
	202300940	10911 Pama Circle	Foundation	12/19/23		Yes	NC	Failed - No engineering plans on site. No form survey.
	202300951	411 Kari Court	Foundation	12/19/23		No	Pass	
	202300966	620 Wellesley Drive	P Final	12/19/23		No	Pass	

	202300520	1122 RIVER BEND DR	E Final	12/20/23		No	Pass	
	202300617	8323 CHESHIRE VALE ST	M Final	12/20/23		No	Pass	
	202300630	8323 CHESHIRE VALE ST	P Final	12/20/23		No	Pass	
	202300757	10914 Bridgewood St	P Final	12/20/23		No	Pass	
	202300757	10914 Bridgewood St	VCBK	12/20/23		No	Pass	
	202300761	10914 Bridgewood St	E Final	12/20/23		No	Pass	
	202300933	620 Shartle Circle	Gas Test	12/20/23		No	Pass	
	202300981	630 Shartle Circle	M Rough	12/20/23		No	Pass	
	202300982	8303 Katy Freeway	M Final	12/20/23		No	Pass	
	202200923	10618 Gawain Ln	P Final	12/21/23		No	Pass	
	202300257	885 Country Ln	E Final	12/21/23		No	Pass	
	202300610	8323 CHESHIRE VALE ST	E Final	12/21/23		Yes	NC	Failed - No power to island GFI
	202300664	4 SADDLE CRK	P Final	12/21/23	Y	Yes	NC	Failed; No access [Entered 9/21/2023 by BBG]: Disapproved-Pumps must be operational
	202300719	10914 Bridgewood St	P Final	12/21/23		No	Pass	
	202300807	879 Country Ln	TCI	12/21/23		Yes	NC	Failed - No ON DEMAND CALLED IN
	202300838	734 E CREEKSIDE DR	Gas Test	12/21/23	Y	No	Pass	[Entered 11/6/2023 by BBG]: Failed - Gas line not holding pressure [Entered 11/2/2023 by BBG]: Failed Gas Test - Not ready - No gauge for gas test

	202300978	807 WADE HAMPTON DR	P UnderG	12/21/23		No	Pass	
	202300978	807 WADE HAMPTON DR	P GL & GT	12/21/23		No	Pass	
	202300790	728 KUHLMAN RD	Foundation	12/22/23		No	Pass	
	202300846	510 LINDENWOOD DR	TCI	12/22/23		No	Pass	
	202300882	10802 Oak Hollow St	DW Steel	12/22/23		No	Pass	
	202300940	10911 Pama Circle	Foundation	12/22/23	Y	No	Pass	[Entered 12/19/2023 by BBG]: Failed - No engineering plans on site. No form survey.
	202300953	7 Magnolia Bend	F Post Hole	12/22/23		No	Pass	
	202300974	11007 Hedwig Green	ET-Pole	12/22/23		No	Pass	
	202300316	10803 Timberglen Dr	P Final	12/27/23		No	Pass	
	202300610	8323 CHESHIRE VALE ST	E Final	12/27/23	Y	No	Pass	[Entered 12/21/2023 by BBG]: Failed - No power to island GFI
	202300839	610 Saddlewood Lane	E Underg	12/27/23		No	Pass	
	202300839	610 Saddlewood Lane	TCI	12/27/23		No	Pass	
	202300807	879 Country Ln	E Underg	12/28/23		No	Pass	
	202300807	879 Country Ln	TCI	12/28/23	Y	No	Pass	[Entered 12/21/2023 by BBG]: Failed - No ON DEMAND CALLED IN
	202300808	879 Country Ln	P UnderG	12/28/23		No	Pass	
	202300808	879 Country Ln	P GL & GT	12/28/23		No	Pass	
	202300510	674 SHARTLE CIR	E TCI	12/29/23		No	Pass	

Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection
133			0	0.0

Henry Rivas (henry)

Odometer	Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Fee?	Result	Correction Notes
Vehicle ID:								
	202200914	820 OAK VALLEY DR	Bld-Final	12/1/23		No	NC	Fail; 1. Stair handrail graspability on the left side of the house does not meet code. 2. Unable to observe permanent etching on glass of shower enclosures 3. The dead pine tree in the front yard will have to be removed. 4. The exhaust fan duct in the attic has been damaged near the water heaters. 5. Missing permanent address on house.
	202300549	8323 CHESHIRE VALE ST	Frame	12/4/23	Y	No	NC	Fail; 1. Missing hurricane clips on king studs and sole plate. 2. Provide frame details for the wall and glazing. [Entered 8/30/2023 by henry]: Fail; 1. The family room perimeter wall was re-framed and covered

								up prior to inspection.
	202300847	879 Country Ln	Frame	12/4/23		No	Pass	
	202300914	879 Country Ln	P TO/Rough	12/4/23		No	NC	No test of pizza oven branch.
	202200914	820 OAK VALLEY DR	Bld-Final	12/6/23	Y	No	Pass	[Entered 12/1/2023 by BBG]: Fail; 1. Stair handrail graspability on the left side of the house does not meet code. 2. Unable to observe permanent etching on glass of shower enclosures 3. The dead pine tree in the front yard will have to be removed. 4. The exhaust fan duct in the attic has been damaged near the water heaters. 5. Missing permanent address on house.
	202100111	517 WELLESLEY DR	Bld-Final	12/7/23		No	NC	Fail; 1. Grade shall slope away from foundation 2. AC Compressors are not complete. 3. Get letter from contractor and owner for landscape

								<p>4. Missing light fixtures at entry</p> <p>5. Seal opening in front entry threshold</p> <p>6. Clear weepholes in brick walls</p> <p>7. Missing permanent address</p> <p>8. Smoke detectors shall be hard wired into power source and interconnected</p> <p>9. Downspout at rear is not tied into drain line</p> <p>10. Seal penetration at rear right side.</p> <p>11. Tree ordinance required. 5 trees only; 2 dead must remove. Must replace.</p>
	202300549	8323 CHESHIRE VALE ST	Frame	12/7/23	Y	No	Pass	<p>[Entered 12/4/2023 by henry]: Fail;</p> <p>1. Missing hurricane clips on king studs and sole plate.</p> <p>2. Provide frame details for the wall and glazing.</p> <p>[Entered 8/30/2023 by henry]: Fail;</p> <p>1. The family room perimeter wall was re-framed and covered</p>

								up prior to inspection.
	202300543	10721 SHALLOWBROOK LN	Bld-Final	12/8/23		No	Pass	
	202300656	10721 SHALLOWBROOK LN	P Final	12/8/23	Y	No	Pass	[Entered 12/6/2023 by BBG]: "Failed - Gas line is not connected to generator or to meter."
	202300895	10715 Tarrington Drive	DW Steel	12/11/23	Y	No	NC	Fail; 1. Remove all water 2. Missing steel on turn radius [Entered 12/1/2023 by BBG]:
	202300913	1014 River Glyn Drive	Shower Pan	12/11/23		No	Pass	
	202200523	10721 SHALLOWBROOK LN	Bld-Final	12/12/23		No	NC	Fail; 1. Drainage in open ditch shall have slope for proper drainage 2. Finish yard grading 3. Missing pool alarm on doors that lead to pool area. 4. Handrail graspability does not meet code. 5. Paint brick lintils rear patio 6. Seal drain pipe penetrations on exterior walls. 7. Total of 21 trees will be required for the lot.

	202300780	10721 SHALLOWBROOK LN	F Final	12/12/23		No	NC	Fail; Missing gates
	202300895	10715 Tarrington Drive	DW Steel	12/12/23	Y	No	Pass	[Entered 12/11/2023 by henry]: Fail; 1. Remove all water 2. Missing steel on turn radius [Entered 12/1/2023 by BBG]:
	202100111	517 WELLESLEY DR	Bld-Final	12/13/23	Y	No	NC	Fail; 1. Provide a letter on letterhead with G.C. & homeowner signature for finish date of grading and landscape including the required amount of trees. 2. The AC Compressors are not wired in and operating. 3. The openings leadin to the pool area shall be protected with alarms. [Entered 12/7/2023 by henry]: Fail; 1. Grade shall slope away from foundation 2. AC Compressors are not complete.

								<ul style="list-style-type: none"> 3. Get letter from contractor and owner for landscape 4. Missing light fixtures at entry 5. Seal opening in front entry threshold 6. Clear weepholes in brick walls 7. Missing permanent address 8. Smoke detectors shall be hard wired into power source and interconnected 9. Downspout at rear is not tied into drain line 10. Seal penetration at rear right side. 11. Tree ordinance required. 5 trees only; 2 dead must remove. Must replace.
	202200523	10721 SHALLOWBROOK LN	Bld-Final	12/14/23	Y	No	PPass	<p>Partial Pass - OK for Temp C.O.</p> <ul style="list-style-type: none"> 1. Place the number of required trees on lot 2. Final grading is not complete 3. Alarms on openings that lead to pool shall be U.L. listed as watter hazard entrance

								<p>alarm. 4. Missing all gates</p> <p>[Entered 12/12/2023 by henry]: Fail; 1. Drainage in open ditch shall have slope for proper drainage 2. Finish yard grading 3. Missing pool alarm on doors that lead to pool area. 4. Handrail graspability does not meet code. 5. Paint brick lintils rear patio 6. Seal drain pipe penetrations on exterior walls. 7. Total of 21 trees will be required for the lot.</p>
	202300305	517 WELLESLEY DR	DW Final	12/14/23		No	Pass	
	202300306	517 WELLESLEY DR	YD Final	12/14/23		No	Pass	Provide fencing around inlets
	202300645	1 Inwood Oaks Dr	Foundation	12/14/23		No	Pass	
	202300770	10721 SHALLOWBROOK LN	F Final	12/14/23		No	Pass	
	202300964	671 SHARTLE CIR	Gas Test	12/14/23		No	Pass	Underground covered. Will need to uncover for underground inspection.
	202300840	610 Saddlewood Lane	P UnderG	12/27/23		No	Pass	

	202300840	610 Saddlewood Lane	Gas Test	12/27/23		No	Pass	
	202300549	8323 CHESHIRE VALE ST	Bld-Final	12/28/23		No	Pass	
Inspections	Begin Odometer		End Odometer		Miles	Avg Miles per Inspection		
24					0	0.0		

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CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared January 18th for the January 23rd agenda

A. Lindenwood Signal

1. Still waiting on replacement luminaires. They will be installed soon after delivery.
2. There is one more pay application in processing.

B. Shasta/Pineland Reconstruction

1. All bids declined in the last council meeting.
2. We were tasked with preparing criteria for future Competitive Sealed Proposals (CSP) and have a presentation and agenda item for consideration.

C. Outfall Rehabilitation and Repairs

1. Bridgewood surface restoration complete.
2. 842 Kuhlman has been restored (see picture below).
3. Still negotiating with 844 Kuhlman for tree replacement.



D. Walwick and Willowron Intersection Improvements

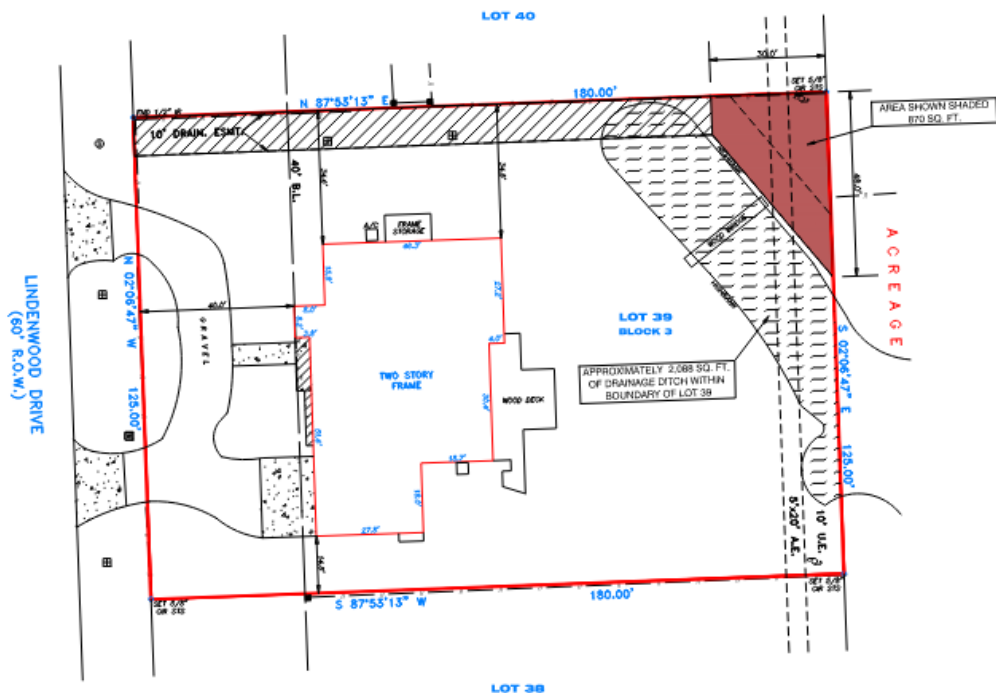
1. Both phases of the work is complete.
2. Waiting on contractor to complete minor items like joint seal.

E. Lindenwood/Shasta/Pineland Reconstruction (Pavement only)

1. We prepared an Engineers Opinion of Probable Cost and fee proposal to reconstruct the street only and replace approximately 30% of the driveways and regrade the ditches. The method of reconstruction would be the same as Beinhorn and Kuhlman. That total cost is estimated to be \$1.8M
2. Alternatively, we considered a \$\$/lane mile of full reconstruction of Memorial. Assuming an 18" section to get below the old overlay materials. A conservative estimate is \$7M for the 1.6 miles or \$2.2M per lane mile.
3. There is an agenda item to consider an engineering fee proposal for the Lindenwood/Shasta/Pineland work.
4. Survey work could start within a week of authorization.

F. Outfall 24 (Dodson's Place) Extension

1. As requested in the last council meeting, we considered a solution to the erosion in the channel downstream of outfall 24 on the Dodson property.
2. New erosion is occurring particularly downstream on the east bank of the channel. Not all other claims made by the resident could be substantiated.
3. The best solution would be to pipe the channel through the remaining part of Dodson's property. A conservative estimate for this work is 130k.
4. I need guidance on whether we would want additional easement if we proceed with the proposed solution.
5. There is an agenda item for the engineering amendment to perform this work.



**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
December 5, 2023**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, December 5, 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 Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	City Engineer:	Steve Byington
	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 6:00 p.m.

- B. **Steve Byington led the Pledge of Allegiance followed by a prayer by Mayor Pappas.**

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

Resident Bob Dodson commented on the drainage easement that runs through his property on Lindenwood, asking for the issues he is having to be looked into.

- E. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator, presented this report.**
2. Police Commissioner Monthly Report – **Ray Schultz, Police Chief, 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 – **Steve Byington, City Engineer, 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 October 24, 2023.
2. Approval of the Cash Disbursement Journal for October 2023.
3. Approval of the Cash Disbursement Journal for November 2023.

Councilmember Cowell made a motion to approve the Consent Agenda with an amendment to the minutes of the October 24, 2023 city council meeting to show that Councilmember Marks and Cowell did not attend the meeting. Councilmember Marks seconded the motion and the motion carried unanimously.

G. REGULAR AGENDA

1. Discussion and possible action to accept a donation of a table and 80 chairs from CobbFendley and Associates and to declare the current table and chairs as surplus for auction or disposal.

Councilmember Sapien made a motion to accept a donation of a table and 80 chairs from CobbFendley and Associates and to declare the current table and chairs as surplus for auction or disposal. Councilmember Marks seconded the motion and the motion carried unanimously.

2. Discussion and possible action to award a contract to TB Concrete Construction, Inc. in the amount of \$3,976,612.00 for the Shasta and Pineland Reconstruction Project.

No Action.

3. Discussion and possible action to adopt a resolution suspending CenterPoint Energy Resources Corp. gas rate increase for 90 days.

Councilmember Sapien made a motion accept the resolution suspending CenterPoint Energy Resources Corp. gas rate increase for 90 days. Councilmember Carlton seconded the motion and the motion carried unanimously.

4. Discussion and possible action to approve the holding of a joint election with the Spring Branch ISD in May 2024, and to authorize the Mayor and City Administrator to negotiate the terms of an agreement with the School District.

Councilmember Carlton made a motion to approve the holding of a joint election with the Spring Branch ISD in May 2024, and to authorize the Mayor and City Administrator to negotiate the terms of an agreement with the School District. Councilmember Marks seconded the motion and the motion carried unanimously.

5. Discussion and possible action to approve Amendment No. 5 to the Village Fire Department's 2023 Budget making intra-budgetary transfers totaling \$146,651.00.

Councilmember Marks made a motion approve Amendment No. 5 to the Village Fire Department's 2023 Budget making intra-budgetary transfers totaling \$146,651.00. Councilmember Carlton seconded the motion and the motion carried unanimously.

6. Discussion and possible action to approve an ordinance amending chapter 26 of the code of ordinances of the City of Hunters Creek Village to prohibit the discharge of firearms within the city and to provide an exception for police officers and public officials as necessary to carry out their official duties; providing an effective date; providing a penalty of up to \$500 for each offense; and making other provisions related to the subject.

This item was tabled to the next regular meeting.

- 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 6:48 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.

- To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of City staff members. [Section §551.074 Personnel Matters]
- Consultation with the City Attorney concerning issues related to the consideration of specific use permits under Section 44-157 (7) of the Code of Ordinances.

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

Council reconvened into Open Session at 8:04 p.m. No action was taken during the executive session.

J. ADJOURNMENT

At 8:05 p.m., Councilmember Carlton made a motion to adjourn. Councilmember Cowell seconded the motion and the motion carried unanimously. The meeting adjourned at 8:05 p.m.

These minutes were approved on the ____ day of January, 2024.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



City of Hunters Creek Village, TX

My Check Report

By Check Number

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP DISB ALLEGIANCE-AP POOLED ALLEGIANCE DISBURSEMENT						
000836	A 1 CONSTRUCTION SERVICES	12/01/2023	Regular	0.00	20,650.00	34444
0005	A T & T Phone	12/01/2023	Regular	0.00	198.31	34445
0458	A T & T Phone	12/01/2023	Regular	0.00	719.54	34446
000913	ANITA M. JAMES	12/01/2023	Regular	0.00	300.00	34447
0669	C & D JANITOR SERVICE INC	12/01/2023	Regular	0.00	835.65	34448
0010	CENTERPOINT ENERGY	12/01/2023	Regular	0.00	53.25	34449
0012	COBB FENDLEY	12/01/2023	Regular	0.00	6,285.74	34450
000930	Elevated Concrete Solutions LLC	12/01/2023	Regular	0.00	12,787.00	34451
000796	ENGIE RESOURCES	12/01/2023	Regular	0.00	5,455.52	34452
0020	EWING OUTDOOR SUPPLY	12/01/2023	Regular	0.00	655.42	34453
0150	GARY B MADDOX	12/01/2023	Regular	0.00	500.00	34454
0674	JIM PAPPAS	12/01/2023	Regular	0.00	2,100.00	34455
000919	MEMORIAL VILLAGES POLICE DEPT. - FUEL	12/01/2023	Regular	0.00	978.87	34456
0053	MEMORIAL VILLAGES WATER AUTHORITY	12/01/2023	Regular	0.00	4,688.12	34457
000715	NEWTON NURSERIES WEST	12/01/2023	Regular	0.00	306.15	34458
0065	ODP BUSSINESS SOLUTIONS	12/01/2023	Regular	0.00	409.66	34459
0362	VERIZON WIRELESS	12/01/2023	Regular	0.00	38.03	34460
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	12/01/2023	Regular	0.00	10,199.39	34461
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	12/05/2023	Regular	0.00	8,613.23	34462
0005	A T & T Phone	12/15/2023	Regular	0.00	388.15	34463
0647	AFLAC WORLDWIDE HEADQUARTERS	12/15/2023	Regular	0.00	535.80	34464
000932	Bayou Builders	12/15/2023	Regular	0.00	86,523.75	34465
0171	CARY M MORAN	12/15/2023	Regular	0.00	1,120.00	34466
000876	CINTAS CORPORATION	12/15/2023	Regular	0.00	206.88	34467
0224	CITY OF HEDWIG VILLAGE	12/15/2023	Regular	0.00	334.05	34468
000775	CITYLYNX INC	12/15/2023	Regular	0.00	4,370.00	34469
0018	END-O-PEST	12/15/2023	Regular	0.00	135.00	34470
0020	EWING OUTDOOR SUPPLY	12/15/2023	Regular	0.00	263.45	34471
0537	GREEN FOR LIFE	12/15/2023	Regular	0.00	42,769.42	34472
000894	HARRIS COUNTY ACCOUNTS RECEIVABLE - GENI	12/15/2023	Regular	0.00	2,314.51	34473
0035	HOUSTON CHRONICLE	12/15/2023	Regular	0.00	383.12	34474
000716	KIRWIN LAW FIRM PLLC	12/15/2023	Regular	0.00	164.00	34475
000844	LINEBARGER GOGGAN BLAIR & SAMPSON LLP	12/15/2023	Regular	0.00	1,222.49	34476
0641	MARK E EASLEY	12/15/2023	Regular	0.00	300.00	34477
000715	NEWTON NURSERIES WEST	12/15/2023	Regular	0.00	304.08	34478
0062	NORTHWEST PEST PATROL	12/15/2023	Regular	0.00	642.00	34479
0066	OLSON & OLSON LLP	12/15/2023	Regular	0.00	1,650.00	34480
000815	SAFEbuilt, LLC Lockbox#88135	12/15/2023	Regular	0.00	4,160.00	34481
0085	SHERWIN WILLIAMS CO	12/15/2023	Regular	0.00	815.24	34482
000789	VAN SANT LANDSCAPE MANAGEMENT	12/15/2023	Regular	0.00	5,190.00	34483
0362	VERIZON WIRELESS	12/15/2023	Regular	0.00	37.99	34484
0028	HARRIS CENTRAL APPRAISAL DISTRICT	12/20/2023	Regular	0.00	12,922.00	34485

My Check Report

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0034	HOME SECURITY SYSTEMS INC	12/20/2023	Regular	0.00	305.85	34486

Bank Code AP DISB ALLEGIANCE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	43	43	0.00	242,831.66
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
	43	43	0.00	242,831.66

My Check Report

Date Range: 12/01/2023 - 12/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP PF ALLEGIANCE-AP POOLED ALLEGIANCE PUBLIC FUNDS						
0105	VILLAGE FIRE DEPARTMENT	12/01/2023	EFT	0.00	94,422.60	1025
000908	PREACTIVE IT SOLUTIONS	12/01/2023	Bank Draft	0.00	2,920.00	DFT0000463
0654	LORA JEAN D LENZSCH	12/01/2023	Bank Draft	0.00	1,530.00	DFT0000464
0517-TF	PAYMENT REMITTANCE CENTER	12/20/2023	Bank Draft	0.00	2,706.70	DFT0000465
0127-EA	PAYMENT REMITTANCE CENTER	12/20/2023	Bank Draft	0.00	453.20	DFT0000466

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	7	4	0.00	7,609.90
EFT's	1	1	0.00	94,422.60
	8	5	0.00	102,032.50

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	43	43	0.00	242,831.66
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	7	4	0.00	7,609.90
EFT's	1	1	0.00	94,422.60
	51	48	0.00	344,864.16

Fund Summary

Fund	Name	Period	Amount
999	POOL	12/2023	344,864.16
			344,864.16



**DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent**

December 21, 2023

Jessica Pierce
#1 Hunters Creek Place
Hunters Creek Village, Texas 77584
jessica@cityofhunterscreek.com

Re: Job No. 00000997 – House, Support, Maintain and Confine or Detain City Prisoners in Harris County Jails

Dear Mrs. Pierce:

The contract to provide House, Support, Maintain, and Confine or Detain City Prisoners in Harris County Jails expires January 30, 2024. If your company will renew the contract under the same terms and conditions, with a no increase in pricing, please advise the Purchasing Department in writing by **January 5, 2024**. You may respond by email to: Priscilla.Salinas@pur.hctx.net. This renewal is subject to using department approval, the Tax Office review of any taxes owed to Harris County, and approval by Commissioners Court.

In addition, if you wish to renew, please provide **1) an updated certificate of insurance with Harris County listed as additional insured**, and **2) Signed Form 1295 (Certificate of Interested Parties)** using the above Project number and title as reference. https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Lastly, in accordance with the terms of the contract, completion of the attached usage report to indicate the quantities of each line item purchased during the period January 31, 2023 – January 30, 2024, is requested. The usage report is also due **January 5th, 2024**.

If you have any questions, please call me at (713) 274-4420.

Sincerely,

//s// Priscilla Salinas

Priscilla Salinas
Buyer

PS
Attachment

City of Hunter’s Creek Village. will renew the contract under the same terms and conditions with no increase in pricing for the term January 31, 2024, through January 30, 2025.

Signature

Date

Printed Name



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve Timothy Kirwin with Kirwin Law Firm to be the City's Attorney.

EXHIBITS:

ORDINANCE NO. 2024 - _____

AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, APPOINTING TIMOTHY B. KIRWIN OF KIRWIN LAW FIRM, PLLC AS CITY ATTORNEY; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, Texas Local Government Code provides that the governing body by ordinance shall provide for the election or appointment of municipal officers with the City Attorney being an enumerated municipal officer;

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

Section 1. The facts and recitations contained in the preamble of this ordinance are true and correct and incorporated herein for all purposes.

Section 2 That Timothy B. Kirwin with the Kirwin Law Firm, PLLC is appointed City Attorney for the City of Hunters Creek Village, Texas.

Section 3. The City Council approves the Engagement Agreement attached hereto and incorporated herein for all purposes as Exhibit "A."

Section 4. Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Hunters Creek Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED, APPROVED, AND ADOPTED this, the 23rd day of January, 2024.

Mayor, Jim Pappas

ATTEST:

Acting City Secretary, Tom Fullen

Timothy Kirwin: Municipal Attorney, Prosecutor, Judge, and Educator

For the last 18 years, I have worked as a municipal attorney representing both home-rule and general law municipalities. I began my legal career as in-house counsel to Missouri City (2006-2009), a city I still represent today as Special Counsel.

On March 1, 2017, I started my own law firm. Currently, I am the City Attorney and Chief Legal Officer for Kenefick (2014), Morgan's Point (2017), Sealy (2018), and Pattison (2021). I am also the legal counsel for the Morgan's Point 4B Economic Development Corporation and the Sealy 4B Economic Development Corporation.

I serve as Municipal Court Prosecutor to Sealy and Morgan's Point. I am the Code Prosecutor for Hunters Creek, and I have worked as a Prosecutor for Hunters Creek for 14 years.

In 2011, Hedwig Village City Council appointed me as Associate Municipal Court Judge and Magistrate.

I have represented municipalities in administrative hearings before the Texas Workforce Commission and Texas General Land Office, in mediation settlements, and court proceedings in Harris County, Matagorda County, Brazoria County, Fort Bend County, Liberty County, Montgomery County, and Austin County.

In 2023-2024, I serve on faculty with the Texas Municipal Courts Education Center where I teach judges and court staff regarding First Amendment Audits.

I was named "Appellate Lawyer of the Week" by *Texas Lawyer Magazine* in August 2014 and received the Houston Business Journal's 40 under 40 Award in 2012.



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election on May 4, 2024, for the purpose of electing three (3) Council Members (Position Nos. 1, 2, and 3); and providing details relating to the holding of the election.

EXHIBITS: Ordinance

ORDINANCE NO. 2024-____

AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, ORDERING THE HOLDING OF A GENERAL ELECTION ON MAY 4, 2024, FOR THE PURPOSE OF ELECTING THREE CITY COUNCIL MEMBERS (POSITIONS NO. 1, 2, and 3), FOR TWO-YEAR TERMS; PROVIDING FOR THE ELECTION TO BE HELD AS A JOINT ELECTION WITH THE SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE USE OF DIRECT RECORDING VOTING DEVICES; PROVIDING FOR EARLY VOTING HOURS; PROVIDING AN EFFECTIVE DATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

* * * * *

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

Section 1. Election Called. A General Municipal Election is called and ordered for May 4, 2024 (the first Saturday in May); at which election the qualified voters of the City may vote for the purpose of electing the following officials of the City for full two-year terms:

- Councilmember, Position No. 1
- Councilmember, Position No. 2
- Councilmember, Position No. 3

Section 2. Joint Election. The election shall be held as a joint election with the Spring Branch Independent School District. The School District shall conduct the election through a joint election agreement with the City of Hunters Creek Village.

Section 3. Early Voting. The main early voting polling place shall be at the Wayne F. Schaper, Sr. Leadership Center (SBISD Admin Building) Board Room located at 955 Campbell Rd, Houston, Texas 77024; Beginning on April 22, 2024 and continuing through April 30, 2024, the Clerk for Early Voting shall keep the office for early voting by personal appearance open for such purpose from 7:00 o'clock a.m. to 7:00 o'clock p.m. on each weekday which is not a legal state holiday. The Clerk for Early Voting also shall keep the office for early voting by personal appearance open for such purpose on each Saturday which is not a legal state holiday during the early voting period from 8:00 o'clock a.m. to 12:00 p.m. (noon).

Section 4. Applications for mail-in ballots. Applications for ballots for voting by mail may be submitted to the Clerk for Early Voting (telephone number: 713-251-2217) by mail or common or contract carrier at Post Office Box 19432, Houston, Texas 77224-9432, by telephonic facsimile machine at (713) 251-9188 or by electronic transmission of a scanned application containing an original signature to the following email address: Jennifer.maynard@springbranchisd.com. Applications for ballots by mail must be received

no later than April 23rd, 2024, by 5:00 p.m. <https://www.springbranchisd.com/about/board-of-trustees/elections/current-elections>.

Section 5. Polling place and voting hours on election day. The present boundaries of the City shall constitute one election precinct. The polls shall be open for voting on Election Day from 7:00 a.m. to 7:00 p.m. at the following polling place.

ELECTION DAY POLLING PLACE

Spring Branch Middle School
1000 North Piney Point Road
Houston, Texas 77024

Section 6. Election Officers. The official Election Judge, Alternate Judge, and election clerks shall be appointed by and paid by the Spring Branch Independent School District.

Section 7. Voting System. Electronic voting system shall be used for voting at the election polling places and electronic counting devices and equipment shall be used for counting the ballots at the election.

Section 8. Early Voting Ballot Board. An Early Voting Ballot Board is hereby created to canvass the early votes cast by mail and by personal appearance. Spring Branch Independent School District shall appoint the members of the Board as provided in the Texas Election Code, Chapter 87, Subchapter A.

Section 9. Election Notices and Return. The Mayor is authorized to sign an Order of Election and a Notice of Election on behalf of the City Council as prescribed by the State of Texas. The Notice of Election shall be published in accordance with the provisions of the Texas Election Code.

Section 10. Severability. Should any part, section, subsection, paragraph, sentence, clause, or phrase contained in this ordinance be held to be unconstitutional or of no force and effect, such holding shall not affect the validity of the remaining portion of this ordinance, but in all respect shall remain in full force and effect.

Section 11. Effective Date. This ordinance shall be effective immediately upon adoption.

PASSED, APPROVED, AND ADOPTED this 23rd day of January, 2024.

Jim Pappas
Mayor

ATTEST:

Tom Fullen
Acting City Secretary



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, the City Council has reviewed the City's Investment Policy and investment strategies; and making other provisions related to the subject.

EXHIBITS: Resolution

RESOLUTION NO. 2024-__

A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, CONFIRMING THAT THE CITY COUNCIL HAS REVIEWED THE CITY'S CURRENT INVESTMENT POLICY AND INVESTMENT STRATEGIES AND HAS CONCLUDED THAT NO CHANGES ARE NECESSARY OR ADVISABLE.

* * * * *

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

Section 1. The City Council, acting under authority of the Public Funds Investment Act, Chapter 2256 of the Texas Government Code and in compliance with the requirements of § 2256.005 has adopted a written investment policy (the "Investment Policy") regarding the investment of its funds and funds under its control, a copy of which is attached to this resolution as Exhibit "A".

Section 2. The City Council hereby confirms that it has reviewed the City's Investment Policy on the date this resolution was approved and has concluded that the current Investment Policy is adequate to protect the City's interests and that no changes are necessary or advisable at this time.

PASSED, APPROVED, AND RESOLVED this 23rd day of January, 2024.

Jim Pappas
Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary

City of Hunters Creek Village, Texas

Investment Policy



Adopted by the City Council

**On November 15, 2005 by Resolution No. 05-14
Confirmed on April 17, 2007 by Resolution No. 07-02
Amended on December 8, 2009 by Resolution No. 09-11
Confirmed on April 26, 2011 by Resolution No. 2011-01
Confirmed on January 24, 2012 by Resolution No. 2012-04
Confirmed on January 22, 2013 by Resolution No. 2013-04
Confirmed on February 3, 2014 by Resolution No. 2014-02
Confirmed on January 27, 2015 by Resolution No. 2015-01
Confirmed on January 26, 2016 by Resolution No. 2016-01
Confirmed on January 24, 2017 by Resolution No. 2017-01
Confirmed on December 12, 2017 by Resolution No. 2017-08
Amended on February 26, 2019 by Resolution No. 2019-02
Confirmed on January 28, 2020 by Resolution No. 2020-01
Confirmed on January 26, 2021 by Resolution No. 2021-01
Confirmed on January 24th, 2023 by Resolution No. 2023-01
Confirmed on January 23rd, 2024 by Resolution No. 2024-01**



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve an ordinance amending chapter 26 of the code of ordinances of the City of Hunters Creek Village to prohibit the discharge of firearms within the city and to provide an exception for police officers and public officials as necessary to carry out their official duties; providing an effective date; providing a penalty of up to \$500 for each offense; and making other provisions related to the subject.

EXHIBITS: Ordinance

ORDINANCE NO. 2024-_____

AN ORDINANCE AMENDING CHAPTER 26 OF THE CODE OF ORDINANCES OF THE CITY OF HUNTERS CREEK VILLAGE TO PROHIBIT THE DISCHARGE OF FIREARMS WITHIN THE CITY AND TO PROVIDE AN EXCEPTION FOR POLICE OFFICERS AND PUBLIC OFFICIALS AS NECESSARY TO CARRY OUT THEIR OFFICIAL DUTIES; PROVIDING AN EFFECTIVE DATE; PROVIDING A PENALTY OF UP TO \$500 FOR EACH OFFENSE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

WHEREAS, the City Council finds that, considering the settled and urban nature of the City and the surrounding area, the discharge of firearms within the City presents a significant threat to public health and safety and should be prohibited with certain exceptions;

* * * * *

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

Section 1. Amendment. Section 26-1 of Chapter 26 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. This ordinance shall become effective immediately after publication in accordance with the requirements of state law.

Section 3. Penalty for violation. A violation of Section 1 of this Ordinance shall be 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 ____ day of _____, 2024.

Jim Pappas, Mayor
City of Hunters Creek Village, Texas

ATTEST:

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

EXHIBIT A

Sec. 26-1. - Firearms.

It shall be unlawful to discharge any gun, pistol, or other firearm ~~on or across any public property, or across any thoroughfare or property line~~ anywhere within the city other than within a sports shooting range as that term is defined by state law, ~~except that such firearms may be discharged by any party upon his own property and upon the property of another only when acting in such other person's presence and with his permission.~~ Provided, however, that it shall not be unlawful for a police officer or other public official, or a person acting under their authority, to discharge a firearm within the City as necessary to carry out their official duties.



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action regarding the City's 2024 Arbor Day program.
EXHIBITS: Key Dates & Arbor Day Flyer

2024 ARBOR DAY KEY DATES

Tuesday 1/23	Council Meeting
Thursday 2/1	Send v-link announcement (with flyer/form attached)
Thursday 2/15	Send v-link reminder (with flyer/form attached)
Monday 2/26	Send v-link final reminder (with flyer/form attached)
Tuesday 2/27	Council Meeting
Friday 3/1	Deadline for receipt of forms



Arbor Day 2024



AGAIN, THIS YEAR: 2-FOR-1 CITY BEAUTIFICATION SPECIAL — SEE BELOW FOR DETAILS

Celebrate Arbor Day 2024 by planting a new tree (or several new trees) at your home. We are continuing to see the result of drought conditions in recent years diminishing the City's tree canopy in the City's right-of-ways and on private property. Once again, the City of Hunters Creek Village will sponsor an annual Arbor Day tree planting program to encourage planting new trees within our City as part of the continuing effort to maintain and restore the ambiance and benefits of our forest-like environment.

Working together, we can restore and maintain the trademark tree environment that makes our neighborhood unique and attractive. Residents are encouraged to plant new trees at their homes. If you want to participate, but do not have a place for a new tree, please send your check to the City with a note to that effect and a tree will be planted in Hunters Creek on your behalf.

Again, this year, Bill Bownds Nursery has made tree planting easy for all residents. Bill Bownds Nursery will plant a 15-gallon tree of your choice from the selection offered on the list for \$245.00 in your yard and will guarantee the tree(s) for a year. If you prefer to plant your new tree(s) yourself, the cost is only \$145.00. Planting instructions will be provided when your tree(s) is delivered. Planting and delivery, depending on the weather, is planned to begin towards the end of March, 2024. There may be limited species available, so please get your order in as soon as possible.

2-FOR-1 CITY BEAUTIFICATION SPECIAL: *(Again this Year.)* For each tree (up to 5) purchased by a resident, upon the resident's request, the City will plant an additional tree in the City right-of-way adjoining the resident's property or on other City property selected by the resident in consultation with City staff. Quantities of 2-for-1 City trees are limited (eligibility will be based on postmark/time of hand-delivery of each fully paid order received).

Please mail or hand-deliver your completed Arbor Day Tree Order Form to City Hall by **Friday, March 1st, 2024, by 4:00 p.m.**, together with your check. **Checks should be made out to Bill Bownds Nursery.** Sales tax is included.

Should you have any questions, please call City Hall at 713-465-2150.

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



Arbor Day 2024 Tree Order Form



Check box(s)

- Yes, I want to plant trees in my yard!**
- Yes, for each tree (up to 5) I purchase, I want the City to plant an additional tree on City right-of-way/City property that is adjoining my property (Please contact City staff to consult regarding details.)**

Name _____ Cellphone _____

Signature _____

Address _____

(Where resident's own tree(s) are to be planted)

E-mail _____

Species <small>**Subject to availability</small>	Description	Delivered only @ \$145.00	Delivered & Planted @ \$245.00
Cedar Elm	Large, native to area		
Bur Oak	Deciduous with rough bark		
Drummond Red Maple	Upright, deciduous rounded crown		
Live Oak	Large spreading evergreen		
Loblolly Pine	Tall, fast-growing evergreen		
Shumard Red Oak	Large with fall color		
Nuttall Red Oak	Tall, rounded with fall color		
Bald Cypress	Large, deciduous conifer with an inverted cone shape.		
Overcup Oak	Large, deciduous tree with rounded crown.		
Totals	_____		

My check for \$ _____ payable to **Bill Bownds Nursery** is enclosed.

A clear planting area (no stumps) is required for trees planted with this order.
Residents desiring to plant trees larger than 15 gallons should contact Bill Bownds Nursery directly at 281-277-2033.

Please return this Order Form and your check to:

Attn: Arbor Day 2024
City of Hunters Creek Village
#1 Hunters Creek Place,
Hunters Creek Village, TX 77024

no later than Friday, March 1st, 2024.



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve an extension for remodel permit 202100216 at 10802 Oak Hollow St.
EXHIBITS: Permit

Issued Date: 04/05/2021



No. 202100216

Remodeling Permit

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

WORK HOURS

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

In case of emergency call - 713-465-2150

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

JOB ADDRESS: 10802 Oak Hollow St
CONTRACTOR: Z-Co. Construction
Valuation of Work: 380000.00
Describe Work: REMODEL - Remodel of Existing House [8402 sqft] [Expires 01/05/2024]

Total Fees: 17644.20

Provide Contractor's Phone Number; 832 724 9987 then,
CHECK THE APPROPRIATE INSPECTION on the second page & request on-line, email, fax, or walk-in by 2:00PM!

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

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

Approved _____	January 4, 2024	_____	January 4, 2024
Permit Officer	Date	Signature of contractor/authorized agent/owner	Date

Issued Date: 04/05/2021



No. 202100216

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

Inspection Page

Provide Contractor's Phone Number: 832 724 9987 then,
CHECK THE APPROPRIATE INSPECTION below & request on-line, email, fax, or walk-in by 2:00PM!

Inspections								
S	InspType	R	F	Status	ReqDate	InspDate	InspIld	InspDist
1	FD-Piers			Pass	6/25/2021	6/25/2021	BBG	
1	Foundation			Pass	3/31/2022	3/31/2022	BBG	
2	Frame R			Pass	3/27/2023	3/27/2023	BBG	
2	H-Strap			NC	12/14/2022	12/14/2022	henry	
2	H-Strap	Y		PPass	12/30/2022	12/30/2022	henry	
2	H-Strap	Y		Pass	1/4/2023	1/4/2023	henry	
2	Insulation			Pass	4/3/2023	4/3/2023	BBG	
4	Bld-Final		Y					



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve an extension for new residence permit 202100314 at 2 Bridlewood Ct.
EXHIBITS: Permit



New Residence

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

WORK HOURS

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

In case of emergency call - 713-465-2150

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

JOB ADDRESS: 2 Bridlewood Ct
CONTRACTOR: Abercrombie Custom Homes, LP
Valuation of Work: 2500000.00
Describe Work: NEW RESIDENCE - Construction of New Residence [Expires February 13, 2024]

Total Fees: 13945.80

Provide Contractor's Phone Number; 713 680 2424 **then,**
MARK THE INSPECTION below with the date you are wanting & email
(inspections@cityofhunterscreek.com), fax or walk-in by 2:00PM, the day before the
desired inspection date

Inspections								
S	InspType	R	F	Status	ReqDate	InspDate	InspId	InspDist
1	FD-Piers			Pass	6/3/2021	6/3/2021	BBG	
1	Foundation			Pass	7/14/2021	7/16/2021	BBG	
2	Frame R			NC	1/30/2023	1/30/2023	BBG	
2	Frame R	Y		Pass	2/1/2023	2/2/2023	BBG	
2	H-Strap			Pass	10/8/2021	10/8/2021	BBG	
2	Insulation							
4	Bld-Final							

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

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

Approved _____ January 5, 2024 _____ January 5, 2024
 Permit Officer Date Signature of contractor/authorized agent/owner Date



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve a partial refund for permit 202100111 at 517 Wellesley Dr.
EXHIBITS: Permit Fees Paid

Valuation: \$ 1,000,000

SqFt Values:: Finished: 6,319 Unfinished: 0 TotalFinUnfin: 6319 Sprinkled: 0 Acc Heated: 0 Acc Unheated: 0 Acc Total: 0 TotalFinUnfinAcc: 6319

SqFt Values:: Porch/Deck: 0 Pavement: 0 TotalFinUnfinAccPorchDeck: 6319

R = Required, S = Status, O = Order

R	S	Status Date	O	Invoice #	Fee Cat	Description	Calc.Method	CalcData	Min Fee	SubTotal
Yes	Paid	7/13/2022	1	202201284	101-41704	Building Fee	Manual	264.00	0.00	264.00
Yes	Paid	2/24/2021	11	202100240	101-41704	Building Permit	Manual	7582.80	0.00	7582.80
Yes	Paid	2/16/2023	12	202300292	101-41704	City Council Extension - 6 Months	Manual	3791.40	0.00	3791.40
Yes	Paid	8/23/2023	13	202301646	101-41704	City Council Extension - 6 Months	Manual	7582.80	0.00	7582.80
						TOTAL				0.00



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action regarding
Competitive Sealed Proposal (CSP) criteria.
EXHIBITS: Overview

Competitive Sealed Proposal Overview

CobbFendley has reviewed the Competitive Sealed Proposal procurement process using previous projects from other jurisdictions. The jurisdictions reviewed include the City of Houston, four different school districts, and the San Jacinto River Authority. The purpose of this review is to provide an overview of the CSP process. A list of all categories will be presented and a recommended approach for the City of Hunters Creek Village will be provided.

All projects must be consistent with *Texas Government Code 2269.155* which is reproduced below:

- a.) *The governmental entity shall select the offeror that submits the proposal that offers the best value for the governmental entity based on:*
 - a. *the selection criteria in the request for proposal and the weighted value for those criteria in the request for proposal; and*
 - b. *its ranking evaluation.*
- b.) *The governmental entity shall first attempt to negotiate a contract with the selected offeror. The governmental entity and its architect or engineer may discuss with the selected offeror options for a scope or time modification and any price change associated with the modification.*
- c.) *If the governmental entity is unable to negotiate a satisfactory contract with the selected offeror, the governmental entity shall, formally and in writing, end negotiations with that offeror and proceed to the next offeror in the order of the selection ranking until a contract is reached or all proposals are rejected.*
- d.) *Not later than the seventh business day after the date the contract is awarded, the governmental entity shall make the evaluations, including any scores, public and provide them to all offerors.*

All CSP projects generally have 4 different categories: Qualifications, Project Approach, Project Cost, and Company Standing. Each category is given varying levels of emphasis based on the jurisdiction. These categories are presented in 2 different ways based on the review of available CSP projects.

- Scoring Matrix (**School Districts and SJRA**)
 - o Each criterion is given a weighted score and adds up to 100 points. Include qualifications, approach, proposal, financials, and safety
- Proposal Packets (**City of Houston**)

- Criterion divided into 3 different packages with points associated with each: Pass/Fail, Qualifications (100 points), Proposal (100 points)
- Each Category is then divided into sub-categories with the points given to each category
 - Pass/Fail (Disqualified if any Fail)
 - Financials
 - Experience
 - Safety
 - Qualifications (0-100 points)
 - Qualifications (40 points)
 - Project Approach (45 points)
 - Other Items (15 points)
 - Proposal (100 points)
 - Proposal Price (100 points)

Attached is a table, which presents all the categories utilized in the reviewed projects.

Menu of Selection Criteria								
Criteria			Jurisdictions					
			Cities	ISD's				Other
Category	Description	Requirements	COH	Lamar	Alief	GCC	Tomball	SJRA
Project Cost	Pricing	- Full project pricing for all bid items listed in the contract	100	20	13	40	30	50
Qualifications	Key Personnel	- Provide a resume for each Key Personnel demonstrating qualifications for similar projects over the last 10 years. Years can be adjusted	15	See Team Structure	6	5	10	15
Qualifications	Company Performance	-History of company performance			21		15	
Qualifications	Company Project Experience	- Similar company project experience and qualifications - The quality of the proposers performance on previous contracts and school projects	Pass/Fail		11	10	10	10
Qualifications	References	- Demonstrate Key Personnel have managed similar projects and include references - Good standing reputation with other ISD's, cities and entities	5	10	13	10	25	See Key Personnel
Qualifications	Team Structure	- Provide Org Chart and summary description of each persons role. - Must provide assurances that at least one member of team is on site at all times - Subcontractor information	20	15	10	5		
Qualifications	Unique Added Value	- Provide evidence of added value to past projects or to the upcoming projects that benefited the overall project and the client				5		
Qualifications	Past Relationship	- Vendor's past relationship with the district or other districts	0	10				
Project Approach	Schedule	- Provide a statement that work can be completed and a preliminary schedule - Likelihood that Proposer will perform without delay or interference (Alief)	10	15	7			15
Project Approach	QA/QC	- Narrative description describing quality management program and risk management tools (COH) - Assessment of the vendors services and expectations to meet schedules (LCISD)	20	10				
Project Approach	Project Controls	- Narrative explaining the tools that will be used to assure timely completion of the project. - Float creation and scheduly recovery - Cost Estimating Methods including Change Order negotiation approach	15	0		10		
Company Standing	Conditions	The number and scope of conditions, if any, attached to the proposal by the proposer (GCCISD Only)			6			
Company Standing	Future Maintenance	The probability of satisfactory future maintenance, repair and service to be performed by the proposer (GCCISD Only)			5			
Company Standing	Laws	The proposer's previous compliance with laws affecting the project (GCCISD Only)			3			
Company Standing	Litigations	-Disclose any litigation action from Public/Private agencies in the past 10 years	5					5
Company Standing	Environmental	- Disclose any enforcement actions by TCEQ (COH Only)	5					
Company Standing	Hire Houston First	- Specifically for COH based on hiring in Houston (COH Only)	5					
Company Standing	Financials	- Firm Structure and Stability including audited financial statements from the past 3 years - Provide proper insurance and bonding capacity	Pass/Fail	10	5	10	10	Pass/Fail
Company Standing	Safety	- EMR scores were required by most jurisdictions	Pass/Fail	10		5	5	5
Score:			200	100	100	100	105	100

**RECOMMENDED CRITERIA FOR COMPETITIVE SEALED PROPOSAL
PROCUREMENT**

Scoring Matrix			
Number	Category	Description	Weighted Criteria
1a	Project Cost	Proposal	45
2a	Qualifications	Company Experience on Past Projects	15
2b	Qualifications	Team Structure and Key Personnel (must include references)	10
3a	Project Approach	Narrative Approach	10
3b	Project Approach	Schedule	10
4a	Company Standing	Financial Management	5
4b	Company Standing	Safety	5
			100

Notes: See attached document for description of each criteria and submittal requirements

RECOMMENDED CRITERIA

The Owner will consider the qualifications (Statement of Qualifications) of the Offerors and their respective proposed Contract Price (Proposal Form) when evaluating Proposals to determine which Offeror, in the sole opinion of the Owner, will provide the best value to the Owner. All procurements shall conform to Chapter 2269 of the State of Texas Government Code. The Proposals will be evaluated using the following criteria and weighting:

1) **Project Cost (45 points)**

- a) **Proposed Project Cost:** The Offeror's Proposed Cost of Performing the Work shall be indicated as the "Total Proposal Price" (indicated as "E" on in the Proposal Form (Specification Section 00301). The Owner has established an internal budget for this Project. The total Proposal Price is defined per the Proposal Form to include the cost(s) of the proposed Total Base Items ("A"). The Total Proposal Price may and at the Owner's sole discretion, be inclusive of the individual or collective costs associated with the Offeror's Total Extra unit Price Items ("B"), Total Cash Allowances ("C") and Total Alternate Items ("D") costs. For example: Total Proposal Price ("E") = A + B + C + D.
- b) The Owner will evaluate the Total Proposal Price (including any requested costs for Extra Unit Price Items, Cash Allowances and Alternate Items, as identified) that the Owner can award with its available budget at the time Contract is negotiated. Attach the Proposal Form and all information/documents required to be submitted with the Proposal.

2) **Qualifications (25 points)**

a) **Experience/Past Performance of Offeror with Similar Projects (15 points)**

- i) Provide a list of completed projects by the Proposer's Key Personnel over the last five (5) years of which at least three (3) are **related to the proposed project.**
- ii) Offeror must demonstrate experience in the construction of projects of similar construction cost and/or techniques and describe how they intend to provide the needed experience and expertise. Submit descriptions of projects on which proposed key personnel have experience by submitting completed copies of the attached **Table 1**, with at least one project for each of the key individuals. If Offeror does not have specific experience with projects of this type and magnitude, the Offeror may describe its proposed approach and how its experience with other projects enhances its capability to successfully complete this Project. Offeror may submit photographs, project descriptive narratives, letters of recommendation, project awards, and references to demonstrate experience in constructing a project which meets the Owner's expectations for a quality Project constructed on time and within budget.
- iii) Provide information to demonstrate the ability of the Organization to complete projects within budget and on time. Offeror may use **Table 1** and comments may be added to the tabulations to indicate any reasons for amending the contract amounts or completion dates.
- iv) Provide narrative information to indicate the number of projects and dollar

volume currently under contract by the Organization and the projected completion date of each active project. Describe how the resources dedicated to these assignments will impact Offeror's ability to effectively execute the construction of this Project. Provide an estimate of the amount of the Project that will be done using in-house resources and the amount to be performed by Subcontractors and Suppliers. This narrative is not to exceed five (5) pages in length.

v) References: Project information should include names and telephone numbers for references.

b) Team Structure and Key Personnel (10 points)

i) Please provide an organizational chart and explain your organization structure and why it has the necessary expertise and resources to execute a project of this scope. Additionally, provide a written assurance that the Key Personnel listed will be performing the work and will not be substituted with other personnel or reassigned to another project without the City's prior written approval. Provide assurance that at least one member of Proposer's Key Personnel will be actively managing the project on-site at all times while Construction is occurring.

ii) Provide a resume for each Key Personnel of the overall team, including subcontractors, demonstrating their qualifications and experience to perform the Work and roles in the Team Structure as defined above. Resumes shall include a description of training and related work experience and number of years in their respective areas of expertise, including their education, professional licensing, professional references and work experience with similar projects over the previous ten (10) years.

iii) If more than 20% (of the contract amount) of the work for the total project is to be performed by a Subcontractor, provide pertinent details of the company, key personnel, and any experience (including examples) with similar type projects. The experience of your Subcontractor's company and key personnel will be considered in evaluating the qualifications of the Offeror.

3) Project Approach (20 points)

a) **Narrative (10 points):** The Offeror shall include a brief write-up, not to exceed three (3) pages, that summarizes the Offeror's approach to overall project sequence of construction for entire project limits and corresponding timelines, proposed construction methods, and site restoration.

b) **Schedule (10 points):** Provide a preliminary schedule for the Project (from preconstruction to substantial completion) and include when each major work item will be performed in relation to other major work items in correspondence to the contract days.

4) Company Standing (10 points)

a) Financial Management (5 points)

i) Provide the past two (2) years of available financial statements, preferably audited, with this Proposal. Provide financial statements showing the name and address of the firm preparing the financial statements and the date of preparation. Offerors may choose to report on the financial stability of their Organization to demonstrate that they have the ability to complete the Project in a manner that will not impose undue efforts on the part of the Owner to invoke

rights under bonds to complete the Project or for Offeror to meet financial obligations. Describe the Offeror's systems and philosophy for financial management of the Project. Describe Offeror's systems and philosophy for contracting with Subcontractors and Suppliers and managing payments and retainage.

b) Safety (5 points)

- i) Demonstrated success in the implementation of a project site safety program. This may be demonstrated by documentation of the Offeror's safety program, and statement regarding their commitment to safety. Indicators such as the EMR (Experience Modification Ratio) may be used to demonstrate the effectiveness of the safety program.

**PROPOSAL ORGANIZATION
AND SELECTION CRITERIA**

TABLE 1 - GENERAL INFORMATION & EXPERIENCE				
CONSTRUCTION EXPERIENCE				
Provide a list of completed projects by the Proposer and/or Key Personnel over the last five years of one or more projects related to the proposed project.				
As a General Contractor:		As a Joint Venture Partner:		As Key Person(s):
				As Subcontractor:
Project Name:				
Total LF of Road (if applicable):		New Installation or Rehabilitation:		
General Description of Project:				
Original Project Cost:		Original Number of Project Days and Completion Date:		
Number of Change Orders and Associated Change in Cost:		Actual Project Completion Date:		
NAMES OF PROPOSED KEY PERSONNEL THAT WORKED ON THIS PROJECT, IF ANY:				
Construction Manager(s)				
Project Superintendent(s)				
Safety Manager(s)				
Quality Control Manager(s)				
REFERENCE CONTACT INFORMATION (listing Names indicated approval to contacting the individuals as a reference):				
	Name	Organization	Title/Position	Telephone and Email
Owning Authority:				
Engineer of Record:				
Construction Manager:				

Additional Information:



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve Amendment No. 74 to the engineering contract with Cobb Fendley in the amount of \$152,860.00 for Engineering Services associated with the Shasta Drive, Pineland Drive, and Lindenwood Drive Reconstruction project.

EXHIBITS: Amendment No. 74

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

AMENDMENT NO. 74

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

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

- A. Add new task order for the **Engineering Services associated with the Shasta Drive, Pineland Drive, and Lindenwood Drive Reconstruction project** in the amount of **\$152,860.00.**
- B. See Attached Exhibit A for Scope of Services for this project.

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

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

CITY OF HUNTERS CREEK VILLAGE

Signature: _____

Name/Title: Honorable Jim Pappas/ Mayor

CONSULTANT

Signature: _____

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

EXHIBIT A
SCOPE OF SERVICES & COMPENSATION

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

Project Limits and Background

The project area is the full length of Shasta Drive (2,100 LF), Pineland Drive (650 LF), and Lindenwood Drive (2,500 LF), for a total of approximately 5,250 linear feet. The project scope is limited to street reconstruction utilizing partial reclaimed cold recycle with cement stabilization, and ditch re-grading where needed. The project will include resetting or replacing out of place and damaged culverts where needed to maintain drainage. The project will retain all existing drainage pipes and structures, no drainage improvements or modifications will be completed. Driveway aprons will be reconstructed to the ROW.

General

Cobb, Fendley & Associates, Inc. (CobbFendley) will assist the City in procuring street reconstruction services for Shasta Drive, Pineland Drive, and Lindenwood Drive.

BASIC SERVICES

CobbFendley will provide the following engineering services as part of its basic services. The specific items of service include:

Topographic Survey

1. Topographic Survey of Shasta Drive and Pineland Drive was provided to the City in September of 2022 as a part of a previous design project. This survey will be utilized for the design and construction of the project.
2. Perform a Category 6, Condition II topographical survey of Lindenwood Drive, in accordance with the requirements of the Texas Society of Professional Surveyors to locate existing utilities, appurtenances and pavement and to determine the existing elevations of the street and utility lines which are accessible by manholes and the existing ground elevations within the site. Topographic survey of a 10-foot drainage easement at 322 Lindenwood Drive, extending to capture the detail of the ditch traversing from the west property line to the east property line.
3. Perform a R.O.W. survey to locate sufficient property corners along the road ROW to establish the existing R.O.W. and the boundary of Lot 39.
4. Perform utility record research and Texas811 request to designate utilities in the area. Field crews will locate the designated markings et by the Texas 811 request. There are no guarantees that utility companies will designate their lines. Any non-tonable utilities will be placed in the drawing based on utility record interpretation. Utility request letters will be sent to private utility companies (AT&T, CPE-Electric, & CPE-Gas).

Final Design:

1. Coordination, data collection and review
 - a. Collect record drawings from utilities.
 - b. Identify any gaps in this data and make arrangements to supplement through other sources, specifically:
 - i. Record Drawings
 - c. Perform preliminary site visits.
 - d. Perform topographic survey.

2. CobbFendley will provide typical sections sheets prepared for the existing and proposed roadway. Typical section information will include:
 - a. Station Limits
 - b. Profile Grade Line Location
 - c. Centerline and Baseline Locations
 - d. Pavement Section
 - e. Pavement Cross Slopes
 - f. Curbs
 - g. Sidewalks
 - h. Green Space (Mow Strips)

3. Identify utility conflicts with private and other public utilities, submit plans to all affected entities and coordinate relocation schedule and efforts.

4. CobbFendley will provide roadway plan and profile drawings. The drawings will consist of a plan view of existing features and proposed improvements.

Plan view will include:

 - a. Roadway centerlines and baselines
 - b. Pavement edges for all improvements
 - c. Lane and pavement width dimensions
 - d. Existing utilities and structures
 - e. Benchmark and TBM information
 - f. Radius callouts
 - g. Curb locations
 - h. Pavement Details

Profile view will include:

 - i. ROW, Existing Centerline of Road, Existing Ditch and Culverts
 - j. Existing Utilities (only within the roadside ditches)
 - k. Proposed Ditch Flowline
 - l. Proposed Culvert remediation method

5. Provide construction plan drawings. The plans will include, at a minimum, the following.
 - Cover Sheet
 - Plan and Profile Sheet
 - Traffic Control Plan
 - Overall Project Layout
 - Typical Cross Sections

- SWPP Plan
 - Demolition Plan
 - General Notes and Details
6. CobbFendley will prepare Storm Water Pollution Prevention Plan (SW3P) sheets and details based on the latest NPDES to minimize the potential impact to receiving waterways.
 7. CobbFendley will prepare Traffic Control Plan (TCP) sheets in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD) for Streets and Highways (latest edition).
 8. Fully develop engineer's construction cost estimate for each item of work including plan quantities.

Bid Phase Services:

1. Provide Notice to Bidders (NTB) to the City and setup a CivCast project bid profile.
2. Reproduce and disseminate bid sets to the City and interested bidders
3. Chair pre-bid meeting and attend the Bid Opening
4. Respond in writing to questions from bidders and prepare addenda as necessary.
5. Prepare Engineer's Recommendation of Award Letter.
6. Produce and transmit to selected contractor five (4) sets of project manuals ready for execution with City's Notice of Intent to Award (NOI)

Exclusions for the Scope of Services:

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

1. Drainage study to evaluate the existing conditions or detailed hydraulics or hydrology analysis.
2. Geotechnical Engineering and Report.
3. TDLR coordination, review or permitting.
4. Urban Forestry Services – Tree Preservation Plan.
5. Any other services not specifically included within the description of the Basic Services and Additional Services as described above.
6. Construction Administration, Management, and Inspection Services
7. Construction Material Testing Services

EXHIBIT B

BASIS OF COMPENSATION

BASIC SERVICES

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

A. DESIGN PHASE

- 1. Final Design (Lump Sum).....\$115,000
- 2. Topographic Survey (Lump Sum, incl. 10% admin charge)\$29,260

B. BID PHASE

- 3. Bid Phase Services (Lump Sum).....\$5,000

C. REIMBURSABLE EXPENSES

- 4. Advertising for bidding\$1,100
- 5. Reproduction, mileage, delivery charges, etc.\$2,500

TOTAL, Basic & Additional Services incl. Reimbursables\$152,860

ADDITIONAL SERVICES

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

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

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



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

AGENDA DATE: January 23, 2024
AGENDA SUBJECT: Discussion and possible action to approve Amendment No. 75 to the engineering contract with Cobb Fendley in the amount of \$30,400.00 for Engineering Services associated with the Lindenwood Drive Outfall No. 24 Extension.

EXHIBITS: Amendment No. 75

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

AMENDMENT NO. 75

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

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

- A. Add new task order for the **Engineering Services associated with the Lindenwood Drive Outfall No. 24 Extension** in the amount of **\$30,400.**
- B. See Attached Exhibit A for Scope of Services for this project.

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

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

CITY OF HUNTERS CREEK VILLAGE

Signature: _____

Name/Title: Honorable Jim Pappas/ Mayor

CONSULTANT

Signature: _____

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

EXHIBIT A
LINDENWOOD DRIVE OUTFALL NO. 24 EXTENSION
SCOPE OF SERVICES

Project Limits and Background

The City of Hunters Creek Village (“the City”) intends to extend an existing outfall located on Lindenwood Drive. The Lindenwood Drive outfall (HCV Outfall #24) discharges to an existing drainage swale through a 10’ easement between 322 and 402 Lindenwood Drive and further through a swale in the rear lot of 322 Lindenwood. The intent of the proposed work is to extend the 36-inch reinforced concrete outfall pipe constructed in 2020 to the rear property line and backfill the existing drainage swale within 322 Lindenwood. The project will provide adequate drainage for the associated area and erosion protection meeting modern standards.

General

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

BASIC SERVICES

CobbFendley will provide the following engineering services as part of its basic services. The specific items of service include:

Final Design:

1. Utilize existing topographic survey data available from the Lindenwood Reconstruction project to determine the existing elevations of drainage easement, eroded areas and the existing ground elevations within the site.
2. Review outfall alignment within the existing drainage easement and determine if additional easement area is required for construction. Easement boundary work for acquisition is considered to be a supplemental service and will require additional authorization.
3. Prepare 22x34 drawings for the project showing location of project elements; and prepare contract bidding and construction documents consisting of technical specifications outlining the construction contract requirements.
4. Develop grading plans for backfilling the existing drainage swale within the rear lot and design finish grading to drain positively to the current drainage swale at rear lot line.
5. Prepare details needed for the installation of the outfall extension, end treatment and appurtenances.
6. Coordinate project plans with utility owners.
7. Develop construction phase storm water pollution prevention plans.

Bid Phase Services:

1. Provide Notice to Bidders (NTB) to the City and setup a CivCast project bid profile.
2. Reproduce and disseminate bid sets to the City and interested bidders.
3. Chair pre-bid meeting and attend the Bid Opening.
4. Respond in writing to questions from bidders and prepare addenda as necessary.
5. Prepare Engineer's Recommendation of Award Letter.
6. Produce and transmit to selected contractor five (4) sets of project manuals ready for execution with City's Notice of Intent to Award (NOI).

EXCLUSIONS FROM THE SCOPE OF SERVICES

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

1. Topographic Survey (will utilize survey data from Lindenwood Reconstruction project)
2. Environmental study including USACE permitting or coordination.
3. Detailed hydraulics and hydrology analysis. It is anticipated that the storm sewer will be extended with equivalent size.
4. Geotechnical Engineering and Report
5. Urban Forestry Services – Tree Preservation Plan
6. Landscaping Plan
7. Construction Administration, Management, and Inspection Services
8. Construction Material Testing Services

EXHIBIT B
LINDENWOOD DRIVE OUTFALL NO. 24 EXTENSION
COMPENSATION

BASIC SERVICES

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

A. DESIGN PHASE

1. Construction Design Drawings and Project Manual \$22,600

B. BID PHASE

2. Bid Phase Services..... \$4,200

C. REIMBURSABLE EXPENSES

3. Advertising for Bidding..... \$1,100

4. Reproduction, mileage, delivery charges, etc. \$2,500

TOTAL, Basic Services incl. Reimbursables..... \$30,400



**City of Hunters Creek Village
Outfall 24 Extension
January 2024
Opinion of Preliminary Construction Cost**

(1) SITE PREPARATION AND EARTH WORK

Item No.	Item Description	Unit Measure	Unit Quantity	Unit Price	Total in Figures
1	Mobilization, Demobilization, and Insurance in Accordance with the Bid Contract Documents (No Greater than 5% of Total Bid)	LS	1	\$ 5,668.00	\$ 5,668.00
2	Barricades, Signs, and Traffic Control, Complete in Place	LS	1	\$ 1,500.00	\$ 1,500.00
3	Tree Protection Plan, Clearing/Grubbing, Tree Removal and Disposal at Offsite Location, Complete in Place	LS	1	\$ 10,000.00	\$ 10,000.00
4	Site Restoration, Including Sodding within project limits, Removal and replacement of 3 slats wood fence, Re-establishment of rock walkway	LS	1	\$ 15,000.00	\$ 15,000.00
TOTAL UNIT PRICES - SITE PREPARATION AND EARTH WORK					\$ 32,168.00

(2) PUBLIC STORM SEWER IMPROVEMENTS

Item No.	Item Description	Unit Measure	Unit Quantity	Unit Price	Total in Figures
5	Type "C" Manhole for 18-Inch to 42-Inch Pipe, (All Depths), Complete in Place	EA	3	\$ 7,500.00	\$ 22,500.00
6	36-Inch Reinforced Concrete Pipe C-76 Type III, With Rubber Gaskets, C/S Sand Bed and Backfill, Complete in Place	LF	110	\$ 300.00	\$ 33,000.00
7	Outfall End Structure, Cast-in-place	EA	1	\$ 5,000.00	\$ 5,000.00
8	Backfill Material	CY	1060	\$ 20.00	\$ 21,200.00
TOTAL UNIT PRICES - PUBLIC STORM SEWER IMPROVEMENTS					\$ 81,700.00

(3) STORM WATER POLLUTION PREVENTION PLAN

Item No.	Item Description	Unit Measure	Unit Quantity	Unit Price	Total in Figures
9	Erosion/Sediment Control in Accordance with TPDES Requirements, Including Notice of Intent (NOI), Notice of Termination (NOT), Maintenance, Inspection and Reporting.	LS	1	\$ 1,000.00	\$ 1,000.00
10	Furnish, Install, and Remove Reinforced Filter Fabric Fence, Complete in Place	LF	100	\$ 3.00	\$ 300.00
11	Furnish, Install, and Remove Type 2 Reinforced Rock Filter Dam, Complete in Place	LF	20	\$ 50.00	\$ 1,000.00
12	Furnish Stabilized Construction Exit, Complete in Place	EA	1	\$ 1,500.00	\$ 1,500.00
13	Furnish, Install, and Remove Reinforced Sand Bag Inlet Protection Barrier, Complete in Place (Stage II)	LF	20	\$ 5.00	\$ 100.00
14	Hydromulch Seeding for Erosion Control, Complete in Place	AC	0.5	\$ 2,500.00	\$ 1,250.00
TOTAL UNIT PRICES - STORM WATER POLLUTION PREVENTION PLAN					\$ 5,150.00

TOTAL (BASE 1, 2 & 3)	\$ 119,018.00
CONTINGENCY 15%	\$ 17,853.00
OVERALL TOTAL	\$ 136,871.00