

**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, May 28, 2024 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items. Councilmember(s) may attend this meeting via videoconference as allowed by Texas Government Code, however, there will be a quorum present at City Hall.

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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](mailto: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. 6-25**
  - 3. Fire Commissioner Monthly Report **Pgs. 26-32**
  - 4. Building Official Monthly Report **Pgs. 33-46**
  - 5. City Engineer Monthly Report **Pg. 47**
  - 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 April 23, 2024. **Pgs. 48-51**
  - 2. Approval of the Cash Disbursement Journal for April 2024. **Pgs. 52-55**

F. REGULAR AGENDA

1. Discussion and possible action to approve the FY2023 Funding Review for the Memorial Village Police Department. [Pgs. 56-57](#)
2. Discussion and possible action to approve the Memorial Village Police Departments FY2023 Audit. [Pg. 58](#)
3. Discussion regarding the Memorial Village Police Departments FY2025 Budget. [Pgs. 59-71](#)
4. Discussion and possible action to approve the proposed FY2025 Village Fire Department Budget. [Pgs. 72-74](#)
5. Discussion and possible action to approve the Village Fire Department 2023 Audit. [Pg. 75](#)
6. Discussion and possible action to approve a request to change the street address from 587 Voss Road to 10801 Long Shadow Lane within the City. [Pgs. 76-81](#)
7. Discussion and possible action to schedule a Budget Workshop date for the City's FY2025 Budget. [Pg. 82](#)
8. Discussion and possible action to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership. [Pgs. 83-84](#)
9. Discussion regarding vehicle tarps. [Pg. 85](#)
10. Discussion and possible action to approve a resolution of the city of Hunters Creek Village, Texas finding that CenterPoint Energy Houston Electric, LLC's requested increase to its electric transmission and distribution rates and charges within the city should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and GCCC legal counsel. [Pgs. 86-89](#)

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.

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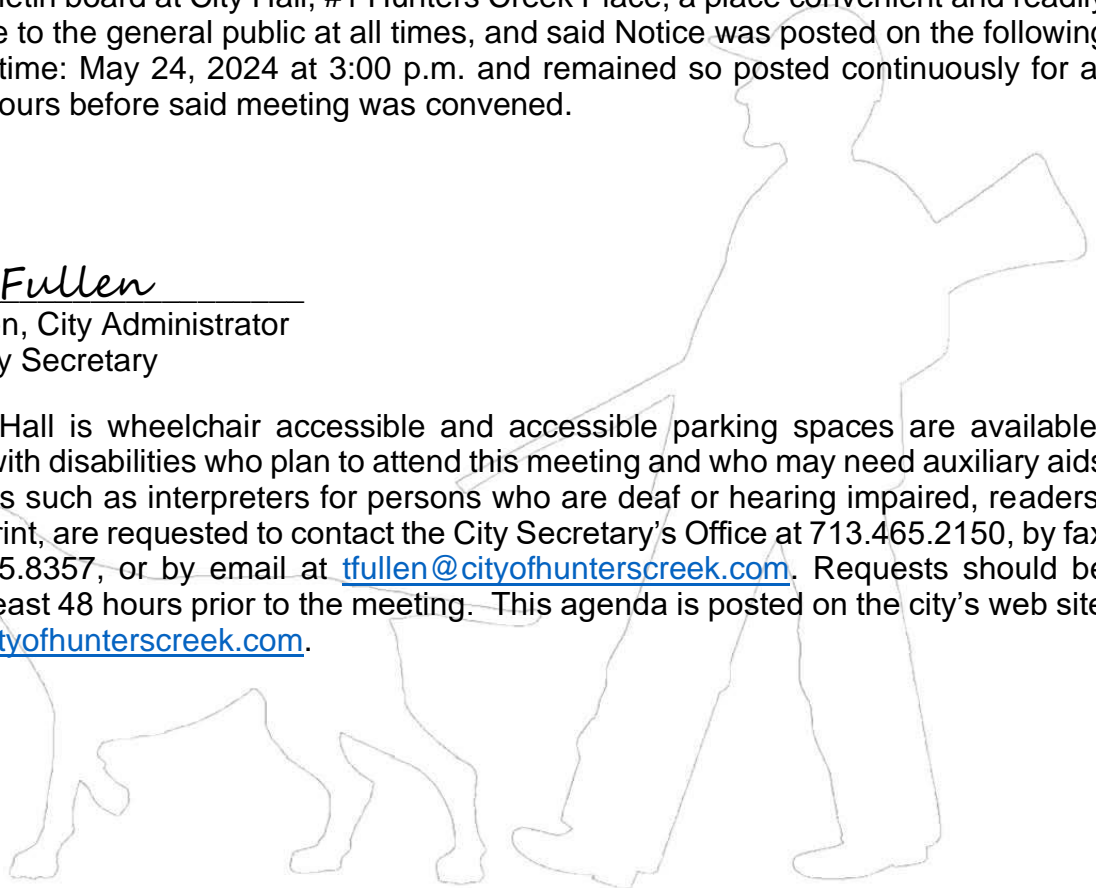
### CERTIFICATION

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: May 24, 2024 at 3:00 p.m. and remained so posted continuously for at least 72 hours before said meeting was convened.

Tom Fullen

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](mailto: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  
April 30, 2024**

Prepared by: Elizabeth Ruiz, Tax Assessor/Collector

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A. Current Taxable Value    \$ 3,427,485,100

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

	Current 2023 Tax Year	Delinquent 2022 & Prior Tax Years	Total
Original Levy 0.205164	\$ 6,846,627.30	\$ -	\$ 6,846,627.30
Carryover Balance	-	175,635.55	175,635.55
Adjustments	185,338.14	(5,703.72)	179,634.42
Adjusted Levy	7,031,965.44	169,931.83	7,201,897.27
Less Collections Y-T-D	6,823,014.70	(3,590.39)	6,819,424.31
Receivable Balance	\$ 208,950.74	\$ 173,522.22	\$ 382,472.96

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C. COLLECTION RECAP:

	Current 2023 Tax Year	Delinquent 2022 & Prior Tax Years	Total
Current Month:			
Base Tax	\$ 40,781.65	\$ 50.06	\$ 40,831.71
Penalty & Interest	2,519.16	1,014.93	3,534.09
Attorney Fees	-	614.67	614.67
Other Fees	-	-	-
Total Collections	\$ 43,300.81	\$ 1,679.66	\$ 44,980.47

	Current 2023 Tax Year	Delinquent 2022 & Prior Tax Years	Total
Year-To-Date:			
Base Tax:	\$ 6,823,014.70	\$ (3,590.39)	\$ 6,819,424.31
Penalty & Interest	22,398.58	1,014.93	23,413.51
Attorney Fees	-	614.67	614.67
Other Fees	3,193.52	-	3,193.52
Total Collections	\$ 6,848,606.80	\$ (1,960.79)	\$ 6,846,646.01

Percent of Adjusted Levy	97.39%	97.36%
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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL GOVERNMENT (01)</b>							
<b>Revenue</b>							
<a href="#">100-00-41000</a>	CURRENT AD VALOREM TAXES	7,060,801.00	7,060,801.00	94,050.00	6,816,350.75	-244,450.25	3.46 %
<a href="#">100-00-41005</a>	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	22.88	-3,612.77	-18,612.77	124.09 %
<a href="#">100-00-41010</a>	FRANCHISE TAXES	400,000.00	400,000.00	20,383.12	75,953.50		81.01 %
<a href="#">100-00-41015</a>	SALES TAXES	650,000.00	650,000.00	55,093.76	242,867.93	-407,132.07	62.64 %
<a href="#">100-00-41020</a>	MIXED DRINK TAX	20,000.00	20,000.00	2,317.60	8,263.58	-11,736.42	58.68 %
<a href="#">100-00-41040</a>	PENALTIES/INTEREST	15,000.00	15,000.00	5,574.29	24,718.26	9,718.26	164.79 %
<a href="#">100-00-42035</a>	BUILDING PERMITS	325,000.00	325,000.00	18,360.40	106,864.80	-218,135.20	67.12 %
<a href="#">100-00-42044</a>	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	381.14	1,414.08	-585.92	29.30 %
<a href="#">100-00-43056</a>	EMS	50,000.00	50,000.00	14,574.70	14,574.70	-35,425.30	70.85 %
<a href="#">100-00-43057</a>	CHILD SAFETY FEES	4,000.00	4,000.00	405.71	1,191.27	-2,808.73	70.22 %
<a href="#">100-00-43070</a>	METRO RECEIPTS	325,000.00	325,000.00	27,546.88	142,387.27	-182,612.73	56.19 %
<a href="#">100-00-44025</a>	TRAFFIC FINES	150,000.00	150,000.00	23,402.46	94,464.99	-55,535.01	37.02 %
<a href="#">100-00-44027</a>	COURT TECHNOLOGY FUND	2,500.00	2,500.00	456.30	1,845.18	-654.82	26.19 %
<a href="#">100-00-44028</a>	COURT SECURITY FUND	3,500.00	3,500.00	530.45	2,222.80	-1,277.20	36.49 %
<a href="#">100-00-46030</a>	INTEREST INCOME	200,000.00	200,000.00	58,765.23	222,856.48	22,856.48	111.43 %
<a href="#">100-00-48045</a>	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	0.00	-35,000.00	100.00 %
<a href="#">100-00-48055</a>	OTHER INCOME	10,000.00	10,000.00	6,204.31	12,447.83	2,447.83	124.48 %
<a href="#">100-00-48061</a>	OPIOID ABATEMENT TRUST FUND	0.00	0.00	898.20	898.20	898.20	0.00 %
	<b>Revenue Total:</b>	<b>9,267,801.00</b>	<b>9,267,801.00</b>	<b>328,967.43</b>	<b>7,765,708.85</b>	<b>-1,502,092.15</b>	<b>16.21 %</b>
<b>Expense</b>							
<a href="#">100-01-71000</a>	SALARIES & WAGES	644,356.00	644,356.00	49,748.35	201,977.69	442,378.31	68.65 %
<a href="#">100-01-71001</a>	LONGEVITY	6,042.00	6,042.00	0.00	0.00	6,042.00	100.00 %
<a href="#">100-01-71002</a>	457B	12,887.00	12,887.00	964.89	3,849.91	9,037.09	70.13 %
<a href="#">100-01-71025</a>	TMRS	140,663.00	140,663.00	10,996.48	44,605.54	96,057.46	68.29 %
<a href="#">100-01-71030</a>	PAYROLL TAXES	49,782.00	49,782.00	3,983.14	16,203.11	33,578.89	67.45 %
<a href="#">100-01-71105</a>	INSURANCE BENEFITS	129,268.00	129,268.00	9,541.74	29,546.54	99,721.46	77.14 %
<a href="#">100-01-71107</a>	HRA	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">100-01-72045</a>	NOTICES & MAILING	10,000.00	10,000.00	208.06	789.51	9,210.49	92.10 %
<a href="#">100-01-72055</a>	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	312.16	1,539.69	6,960.31	81.89 %
<a href="#">100-01-72060</a>	TELEPHONE	19,100.00	19,100.00	1,103.04	5,037.80	14,062.20	73.62 %
<a href="#">100-01-72061</a>	TRAVEL & TRAINING	10,000.00	10,000.00	315.00	799.13	9,200.87	92.01 %
<a href="#">100-01-72062</a>	TUITION REIMBURSEMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">100-01-72063</a>	CERTIFICATION/LICENSE/EDUCATI...	10,200.00	10,200.00	625.00	2,500.00	7,700.00	75.49 %
<a href="#">100-01-72065</a>	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	246.21	1,553.79	86.32 %
<a href="#">100-01-72090</a>	MEMBERSHIPS & SUBSCRIPTIONS	5,200.00	5,200.00	0.00	2,028.00	3,172.00	61.00 %
<a href="#">100-01-72108</a>	GEN LIABILITY/PROP/WC INS	24,933.00	24,933.00	0.00	0.00	24,933.00	100.00 %
<a href="#">100-01-72109</a>	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">100-01-72110</a>	ELECTIONS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">100-01-72111</a>	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">100-01-72112</a>	CODIFICATIONS	2,000.00	2,000.00	0.00	1,364.00	636.00	31.80 %
<a href="#">100-01-75040</a>	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00 %
<a href="#">100-01-76010</a>	COMPUTER SOFTWARE SERVICES	16,207.00	16,207.00	0.00	5,020.85	11,186.15	69.02 %
<a href="#">100-01-78056</a>	BANK FEES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">100-01-78115</a>	PUBLIC RELATIONS	15,000.00	15,000.00	865.61	1,418.61	13,581.39	90.54 %
<a href="#">100-02-72042</a>	CONSULTING SERVICES	25,000.00	25,000.00	1,742.94	11,372.97	13,627.03	54.51 %
<a href="#">100-02-72085</a>	TAX COLLECTOR/ASSESSOR	60,000.00	60,000.00	0.00	24,109.00	35,891.00	59.82 %
<a href="#">100-02-72120</a>	AUDITOR	19,293.00	19,293.00	0.00	0.00	19,293.00	100.00 %
<a href="#">100-02-72300</a>	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">100-02-72310</a>	CITY ATTORNEY	50,000.00	50,000.00	1,867.50	3,915.00	46,085.00	92.17 %
<a href="#">100-02-72502</a>	CITY ENGINEER	78,750.00	78,750.00	2,950.00	10,982.50	67,767.50	86.05 %

Budget Report

For Fiscal: 2024 Period Ending: 04/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">100-02-78504</a>	TCEQ PHIII STORMWATER PERMIT	5,000.00	5,000.00	0.00	2,414.51	2,585.49	51.71 %
<a href="#">100-03-72001</a>	VILLAGE FIRE DEPARTMENT	2,205,750.00	2,205,750.00	0.00	827,156.65	1,378,593.35	62.50 %
<a href="#">100-03-72005</a>	MEMORIAL VILLAGES POLICE DEPT.	2,622,267.00	2,622,267.00	0.00	1,148,941.67	1,473,325.33	56.19 %
<a href="#">100-04-72015</a>	GARBAGE SERVICE	606,375.00	606,375.00	42,769.42	128,308.26	478,066.74	78.84 %
<a href="#">100-04-72021</a>	STREET LIGHTS-CITY	60,000.00	60,000.00	5,360.38	5,360.38	54,639.62	91.07 %
<a href="#">100-04-72057</a>	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	145.10	559.09	1,440.91	72.05 %
<a href="#">100-04-72062</a>	TRAVEL/TRAINING - PW	8,500.00	8,500.00	1,003.10	1,951.10	6,548.90	77.05 %
<a href="#">100-04-72070</a>	MOSQUITO FOGGING CONTRACT	14,470.00	14,470.00	963.00	963.00	13,507.00	93.34 %
<a href="#">100-04-72091</a>	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">100-04-72205</a>	UNIFORMS-PW	3,600.00	3,600.00	314.82	987.18	2,612.82	72.58 %
<a href="#">100-04-72500</a>	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	8,240.00	11,680.00	48,320.00	80.53 %
<a href="#">100-04-72520</a>	TRUCK MAINTENANCE	15,000.00	15,000.00	857.38	2,393.57	12,606.43	84.04 %
<a href="#">100-04-72530</a>	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	2,000.00	2,000.00	1,500.00	42.86 %
<a href="#">100-04-72540</a>	MOWING CONTRACT	75,000.00	75,000.00	3,328.00	10,614.00	64,386.00	85.85 %
<a href="#">100-04-72541</a>	CONTRACT LABOR	25,000.00	25,000.00	2,000.00	3,500.00	21,500.00	86.00 %
<a href="#">100-04-72560</a>	LANDSCAPING	30,000.00	30,000.00	1,861.93	2,224.60	27,775.40	92.58 %
<a href="#">100-04-75510</a>	RENTAL/PURCHASE EQUIPMENT	10,000.00	10,000.00	700.13	4,976.94	5,023.06	50.23 %
<a href="#">100-04-75550</a>	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">100-04-76500</a>	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	4,629.51	21,889.32	78,110.68	78.11 %
<a href="#">100-04-78050</a>	BUILDING MAINTENANCE	30,000.00	30,000.00	814.49	3,286.04	26,713.96	89.05 %
<a href="#">100-04-78051</a>	JANITORIAL SERVICE BLDG MAINTEN...	10,474.00	10,474.00	0.00	1,671.30	8,802.70	84.04 %
<a href="#">100-04-78063</a>	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
<a href="#">100-04-78540</a>	URBAN FORESTER	10,000.00	10,000.00	800.00	1,280.00	8,720.00	87.20 %
<a href="#">100-04-78544</a>	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	290.82	1,300.48	1,699.52	56.65 %
<a href="#">100-05-73000</a>	JUDGES & PROSECUTORS	40,000.00	40,000.00	3,265.00	10,497.50	29,502.50	73.76 %
<a href="#">100-05-73020</a>	JURY DUTY FEES	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">100-05-73025</a>	WARRANTS ISSUED	500.00	500.00	318.00	318.00	182.00	36.40 %
<a href="#">100-05-73030</a>	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	370.94	646.30	1,853.70	74.15 %
<a href="#">100-05-73031</a>	COURT TECHNOLOGY	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">100-05-73032</a>	COURT SECURITY	2,300.00	2,300.00	0.00	305.85	1,994.15	86.70 %
<a href="#">100-05-73034</a>	COURT MEMBERSHIPS & SUBSCRIPT..	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">100-05-73035</a>	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">100-05-73044</a>	CREDIT CARD FEES	2,500.00	2,500.00	168.42	545.44	1,954.56	78.18 %
<a href="#">100-05-73045</a>	COURT TAX PD TO STATE	65,000.00	65,000.00	26,630.15	26,630.15	38,369.85	59.03 %
<a href="#">100-06-75041</a>	COMPUTER EQUIP. & SOFTWARE	8,500.00	8,500.00	900.00	900.00	7,600.00	89.41 %
<a href="#">100-06-78064</a>	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
	<b>Expense Total:</b>	<b>7,910,767.00</b>	<b>7,910,767.00</b>	<b>192,954.50</b>	<b>2,595,607.39</b>	<b>5,315,159.61</b>	<b>67.19 %</b>
	<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1,357,034.00</b>	<b>1,357,034.00</b>	<b>136,012.93</b>	<b>5,170,101.46</b>	<b>3,813,067.46</b>	<b>-280.99 %</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
	<b>Expense</b>						
<a href="#">200-01-75038</a>	STREET AND MAINTANANCE - RECU...	200,000.00	200,000.00	7,852.50	15,990.33	184,009.67	92.00 %
<a href="#">200-01-75050</a>	REFORESTATION	20,000.00	20,000.00	55.84	55.84	19,944.16	99.72 %
<a href="#">200-01-75053</a>	OUTFALL REPAIRS	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
<a href="#">200-01-75058</a>	STORM SEWER IMPROVEMENTS	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
<a href="#">200-01-75060</a>	SIDEWALK REPLACEMENT	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
<a href="#">200-01-75064</a>	STREET REPLACEMENTS - ONGOING	0.00	0.00	6,650.00	6,650.00	-6,650.00	0.00 %
<a href="#">200-01-75066</a>	ESPLANADE BEAUTIFICATION	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
	<b>Expense Total:</b>	<b>805,000.00</b>	<b>805,000.00</b>	<b>14,558.34</b>	<b>22,696.17</b>	<b>782,303.83</b>	<b>97.18 %</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>805,000.00</b>	<b>805,000.00</b>	<b>14,558.34</b>	<b>22,696.17</b>	<b>782,303.83</b>	<b>97.18 %</b>
	<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND</b>						
	<b>Expense</b>						
<a href="#">210-01-75000</a>	MEMORIAL REPLACEMENT FUND	1,615,383.00	1,615,383.00	0.00	0.00	1,615,383.00	100.00 %
	<b>Expense Total:</b>	<b>1,615,383.00</b>	<b>1,615,383.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,615,383.00</b>	<b>100.00 %</b>
	<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...</b>	<b>1,615,383.00</b>	<b>1,615,383.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,615,383.00</b>	<b>100.00 %</b>
	<b>Report Surplus (Deficit):</b>	<b>-1,063,349.00</b>	<b>-1,063,349.00</b>	<b>121,454.59</b>	<b>5,147,405.29</b>	<b>6,210,754.29</b>	<b>584.07 %</b>

**Group Summary**

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL GOVERNMENT (01)</b>						
Revenue	9,267,801.00	9,267,801.00	328,967.43	7,765,708.85	-1,502,092.15	16.21 %
Expense	7,910,767.00	7,910,767.00	192,954.50	2,595,607.39	5,315,159.61	67.19 %
<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1,357,034.00</b>	<b>1,357,034.00</b>	<b>136,012.93</b>	<b>5,170,101.46</b>	<b>3,813,067.46</b>	<b>-280.99 %</b>
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
Expense	805,000.00	805,000.00	14,558.34	22,696.17	782,303.83	97.18 %
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>805,000.00</b>	<b>805,000.00</b>	<b>14,558.34</b>	<b>22,696.17</b>	<b>782,303.83</b>	<b>97.18 %</b>
<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...</b>						
Expense	1,615,383.00	1,615,383.00	0.00	0.00	1,615,383.00	100.00 %
<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...</b>	<b>1,615,383.00</b>	<b>1,615,383.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,615,383.00</b>	<b>100.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>-1,063,349.00</b>	<b>-1,063,349.00</b>	<b>121,454.59</b>	<b>5,147,405.29</b>	<b>6,210,754.29</b>	<b>584.07 %</b>

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01	1,357,034.00	1,357,034.00	136,012.93	5,170,101.46	3,813,067.46
200 - CAPITAL IMPROVEMENTS (0:	-805,000.00	-805,000.00	-14,558.34	-22,696.17	782,303.83
210 - CAPITAL IMPROVEMENTS - N	-1,615,383.00	-1,615,383.00	0.00	0.00	1,615,383.00
<b>Report Surplus (Deficit):</b>	<b>-1,063,349.00</b>	<b>-1,063,349.00</b>	<b>121,454.59</b>	<b>5,147,405.29</b>	<b>6,210,754.29</b>



## 2024 Municipal Court Recap

Month	Year 2022						Year 2023						Year 2024					
	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'	'W'			
Jan.	30	18	12	\$12,675	\$8,623	4,052	201	94	107	\$17,968	\$11,754	\$6,214	216	112	104	\$23,782	\$14,989	\$8,793
Feb.	158	81	77	\$14,241	\$10,007	4,234	215	99	116	\$16,763	\$11,176	\$5,587	272	130	142	\$23,949	\$15,298	\$8,651
March	157	79	78	\$20,420	\$14,663	\$5,657	127	60	67	\$24,811	\$16,495	\$8,316	278	140	138	\$29,019	\$19,833	\$9,186
<b>April</b>	<b>120</b>	<b>60</b>	<b>60</b>	<b>\$18,034</b>	<b>\$5,749</b>	<b>\$12,285</b>	<b>166</b>	<b>70</b>	<b>96</b>	<b>\$16,709</b>	<b>\$11,396</b>	<b>\$5,313</b>	<b>281</b>	<b>140</b>	<b>141</b>	<b>\$25,022</b>	<b>\$17,188</b>	<b>\$7,834</b>
May	175	92	83	\$15,498	\$9,778	\$5,721	155	80	75	\$20,168	\$13,533	\$6,635						
June	133	87	46	\$17,689	\$12,246	\$5,443	130	72	58	\$20,621	\$13,271	\$7,350						
July	152	74	78	\$16,461	\$11,295	\$5,167	206	113	93	\$17,059	\$11,615	\$5,444						
Aug.	144	67	77	\$11,040	\$6,784	\$4,256	228	118	110	\$15,144	\$10,061	\$5,083						
Sept.	173	105	68	\$24,690	\$16,131	\$8,559	216	126	90	\$24,709	\$16,568	\$8,141						
Oct.	212	102	110	\$11,911	\$7,429	\$4,483	200	103	97	\$19,744	\$12,968	\$6,776						
Nov.	168	75	93	\$16,845	\$10,409	\$6,436	148	70	74	\$23,248	\$8,378	\$14,869						
Dec.	167	76	91	\$14,358	\$9,073	\$5,285	251	124	126		\$9,572	\$4,616						
<b>TOTAL</b>	<b>1789</b>	<b>916</b>	<b>873</b>	<b>\$193,861</b>	<b>\$122,187</b>	<b>\$71,577</b>	<b>2243</b>	<b>1129</b>	<b>1109</b>	<b>\$231,130</b>	<b>\$146,786</b>	<b>\$84,343</b>	<b>1047</b>	<b>522</b>	<b>525</b>	<b>\$101,772</b>	<b>\$67,308</b>	<b>\$34,464</b>
Monthly Avg	89.9	47	42.6	\$10,504.96	\$6,595.39	3901.3	187	94.08	92.4	\$19,260.87	\$12,232.17	\$7,028.62	41	21.00	21	\$8,480.99	\$5,609.00	\$2,871.99

\*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*

May 13, 2024

TO: MVPD Police Commissioners  
 FROM: R. Schultz, Chief of Police  
 REF: April 2024 Monthly Report

During the month of April, MVPD responded/handled a total of 5,090 calls/incidents. 3,410 House Watch checks were conducted. 863 traffic stops were initiated with 888 citations being issued for 1499 violations. (Note: 20 Assists in Hedwig, 182 in Houston, 9 in Spring Valley and 0 in Hillshire)

*Calls/Events by Village were:*

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1664/6707	1201/5093	2	321/179/142	11@2:56
Piney Point:	1168/4634	746/3030	3	263/155/108	17@3:31
Hunters Creek:	1997/7398	1462/5326	14	280/142/138	17@4:30
				Cites/Warn/Total	45@3:46

*Type and frequency of calls for service/citations include:*

Call Type	#	Call Type	#	Citations	#
False Alarms:	137	Ord. Violations:	10	Speeding:	151
Animal Calls:	19	Information:	14	Exp. Registration	345
ALPR Hits:	35	Suspicious Situations	97	No Ins	190
Assist Fire:	34	Loud Party	13	No License	172
Assist EMS:	38	Welfare Checks:	23	Red Light	42
Accidents:	19			Fake Plate	34

*This month the department generated a total of 93 police reports.  
 BH-27, PP-23, HC-36, HOU-7, HED-0, SV-0*

Crimes Against of Persons (1)  
 Assault (DV) 1

Crimes Against Property (13)  
 Burglary of a Habitation 3  
 Felony Theft 1  
 Theft of a Vehicle 1

Fraud/ID 6  
 Theft Misdemeanor 2

Petty/Quality of Life Crimes/Events (79)  
 ALPR Hits (valid) 3  
 Accidents 19  
 Warrants 10  
 DWI 0

Weapons Charge 1  
 Misc 42  
 Poss of Marijuana 3  
 Criminal Mischief 1

Arrest Summary: Individuals Arrested (18)  
 Warrants 10  
 Class 3 Arrests 6

Felony 2  
 DWI 0

Budget YTD: Expense Budget %

• Personnel Expense:	1,902,374	6,466,610	29.4%
• Operating Expense:	445,111	1,110,490	40.4%
• Total M&O Expenditures:	,347,485	7,577,100	31.0%
• Capital Expenses:	253,098	289,700	87.4%
• Net Expenses:	2,600,584	7,866,800	33.0%

#### Follow-up on Previous Month Items/Requests from Commission

- Staff continued work on the 2025 budget after the most recent budget workshop. A proposed budget for FY25 will be shared with the villages at their May meetings with a final vote at their June meetings.

#### Personnel Changes/Issues/Updates

- The department remains fully staffed.

#### Major/Significant Events

- Detectives worked a case of a theft from the Catholic Retreat Center in Bunker Hill. Through investigation and utilizing the ALPR system, Detective Rodriguez identified a suspect who had committed similar crimes at Catholic facilities across the country. The detective was able to locate the suspect in California via the ALPR system and notified the CA fusion center. They in turn notified area agencies. The suspect was arrested after committing a new theft there. Property stolen from Bunker Hill was located in the suspect’s vehicle. KHOU did a news story featuring Detective Rodriguez and his investigation.

#### Status Update on Major Projects

- The HVAC second floor units were installed, and the AC work completed. The roof replacement will begin on May 7, 2024.
- The department completed the purchase of the 2022 Ford Explorer at the new agreed upon price negotiated by Commissioner Andrews. A new 2024 Ford Explorer was donated to the department for use by Officer Boggus for Drone Operations and has been placed in service.

#### Community Projects

- Remi has started work at the MVPD as the new “Support Dog”. Remi was donated to the department by a citizen. Costs will be shared between the foundation and the department. Remi has a great disposition and is already a great hit with the community.
- Officers Boggus, Vasquez, and Reserve Officer Torres held a bicycle safety class at Bunker Hill Elementary School and have started work on the new E-bike safety class curriculum that we will host this summer.
- The department hosted 2 community dialogue education classes this month. One was titled “Run, Hide Fight” and the other “Crime Stoppers 101 – A discussion on Internet Safety”. Both were recorded and posted by the MVPD Facebook page.
- The 5<sup>th</sup> Annual Food Truck Rodeo was held at Chapelwood. New events and activities were sponsored by the MVPF that included Axe throwing.

#### V-LINC new registrations in April +40


BH – 1674(+22)  
 PP – 1171 (+5)  
 HC – 1664 (+9)  
 Out of Area – 612 (+4)




Hedwig  


Bunker Hill  


Piney Point  

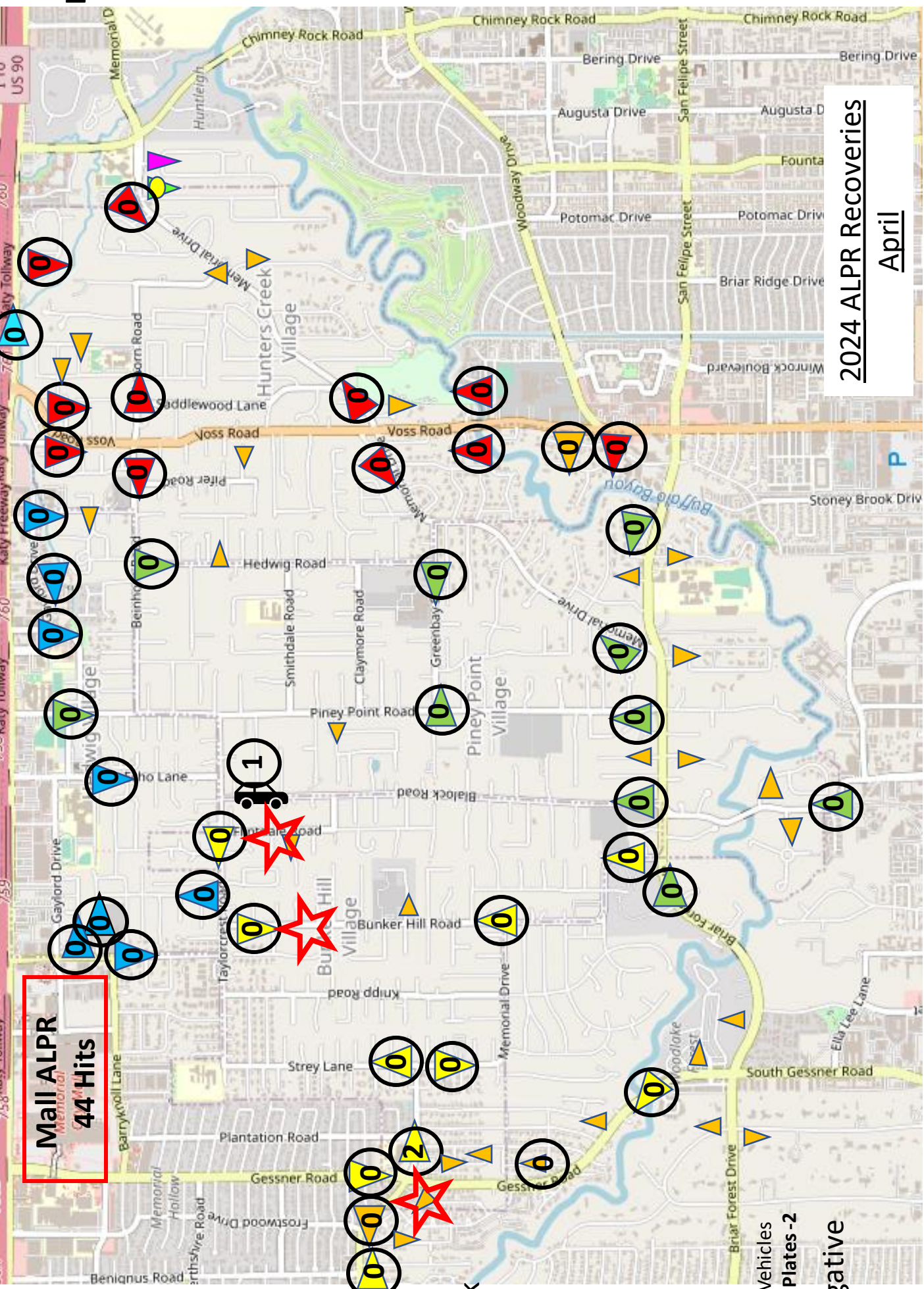

Hunters Creek  


Frequent Mobile Locations  



 Recovered Vehicles  
Recovered Plates - 2


 Investigative Leads


**Mail ALPR**  
**44 Hits**



**2024 ALPR Recoveries**  
**April**

Lindenwood HOA  


Longwoods HOA  


US Coins  


In Process  


HOA Systems  


4/30/24  


## 2024 Burglary Map

Address	Alarm	POE
467 Jan Kelly	No	Open Garage
250 Tamerlaine	No	Rear Door Kick
8 Voss Park	No	R Door
900 Brogden	No	Shed
10802 Beinhorn	No	Open Door
736 Voss	No	Door Kick

## 2024 Robberies

Address	MO



Daytime Burglary



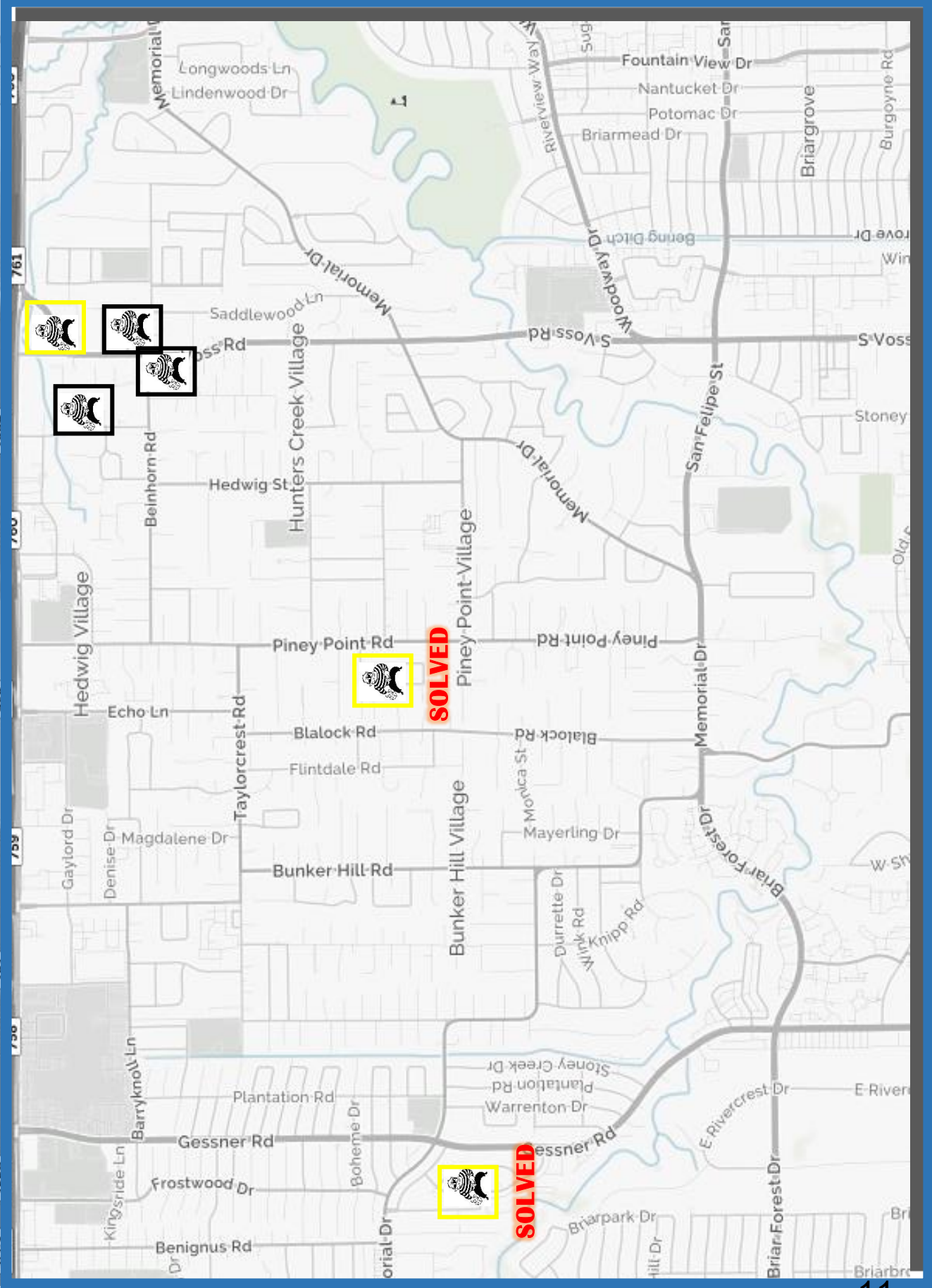
Nighttime Burglary



Robbery

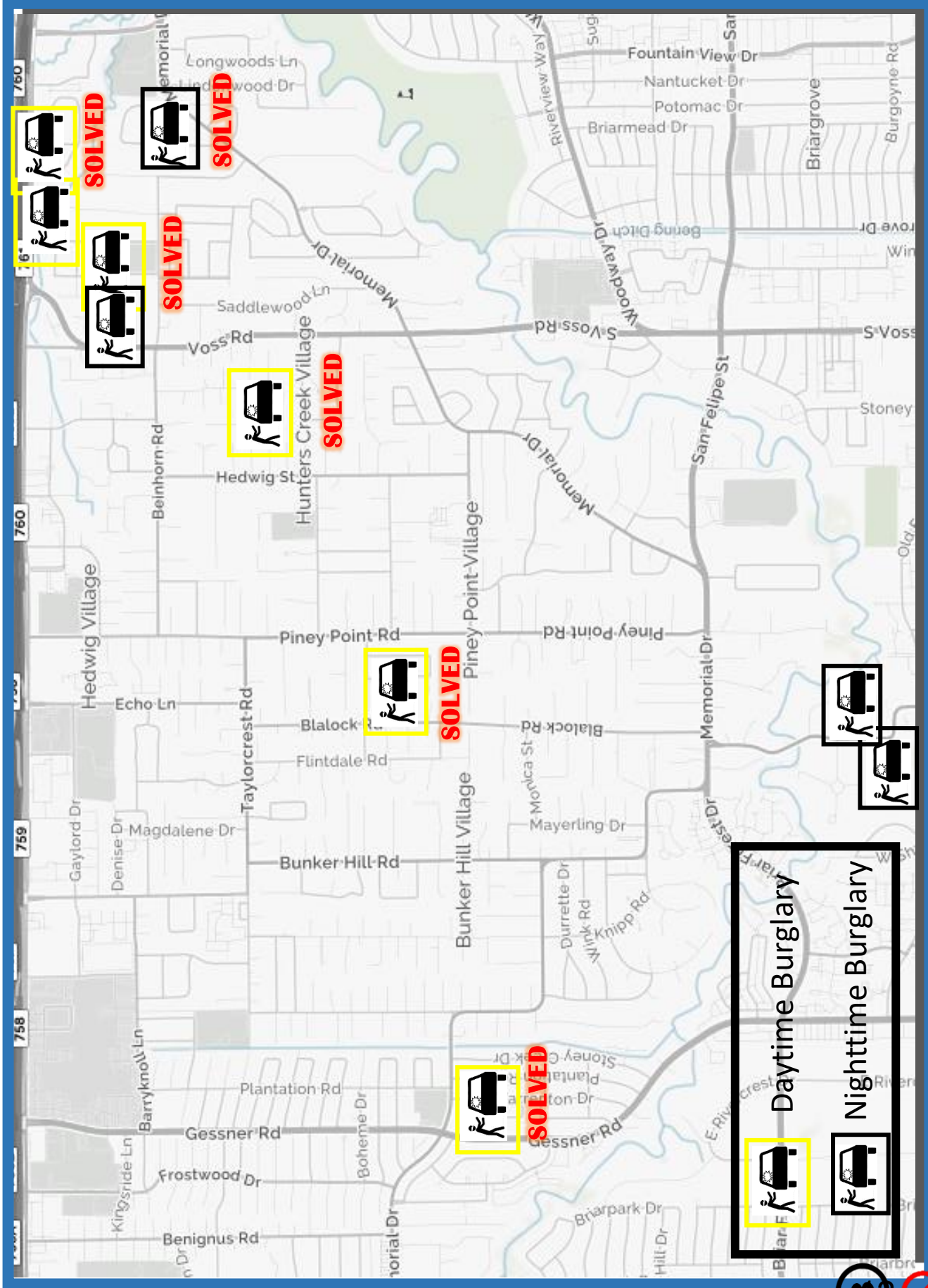


4/30/24



# 2024 Auto Burglary Map

Address	POE
8333 Katy Fwy	Win
8525 Katy Fwy	UNL*
10614 Gawain	Win
10611 Twelve Oaks	UNL
11615 Starwood	UNL
10710 Marsha	Win
11321 Green Vale	UNL
2102 S. Piney Point	UNL
750 W. Creekside	UNL
29 Windemere	UNL



Blue Entry = Actual  
 Location Unknown  
 Underlined Contractor

**SOLVED**  
 4/30/24



## 2024 Total Incidents

2024	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	1	15	56	72	4171	2668	1543	1139	1014	626	1391	902
February	0	14	54	68	4168	2666	1332	959	1012	631	1592	1076
March	1	13	60	74	6259	4710	2168	1794	1440	1027	2418	1886
April	1	13	79	93	5090	3410	1664	1201	1168	746	1997	1462
May												
June												
July												
August												
September												
October												
November												
December												
<b>Total</b>	<b>3</b>	<b>55</b>	<b>249</b>	<b>307</b>	<b>19688</b>	<b>13454</b>	<b>6707</b>	<b>5093</b>	<b>4634</b>	<b>3030</b>	<b>7398</b>	<b>5326</b>

<b>2023 Totals</b>	<b>17</b>	<b>165</b>	<b>707</b>	<b>890</b>	<b>70947</b>	<b>54496</b>	<b>23709</b>	<b>19196</b>	<b>18915</b>	<b>14104</b>	<b>26305</b>	<b>20685</b>
<b>Difference</b>												
<b>% Change</b>												



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	42:52:14	21:30:58	37:06:28	39:40:38									8	69
BAKER, BRIAN C	1:42:24	0:00:00	0:35:27	0:00:00										0
BALDWIN, BRIAN	18:24:30	18:59:44	28:33:24	12:32:18									1	26
BIEHUNKO, JOHN	29:52:43	23:36:19	16:45:56	2:46:50									3	29
BOGGUS, LARRY	17:35:09	2:23:10	2:22:51	2:00:05										
BURLESON, Jason	15:26:34	17:28:59	23:36:15	18:09:57									5	26
BYRD, Rachied	16:41:02	19:39:50	28:19:05	18:59:35									1	31
CANALES, RALPH EDWARD	11:43:19	21:55:59	12:07:49	24:49:15									3	22
CERNY, BLAIR C.	8:13:37	4:59:13	6:27:38	1:32:05										
ECKERFIELD, Dillon	28:07:09	19:02:55	24:52:06	21:17:02									5	38
GONZALEZ, Jose	25:11:16	38:38:30	42:44:53	28:18:25									1	63
HARWOOD, NICHOLAS	23:18:34	3:07:14	17:43:56	28:44:11									8	26
JARVIS, RICHARD	38:50:40	18:16:56	20:10:21	23:20:37									4	27
JOHNSON, JOHN	23:33:58	25:28:12	17:06:23	26:43:12									3	54
JONES, ERIC	0:38:31	0:20:04	0:00:00	0:44:28									1	
KING, JEREMY	25:19:16	3:26:38	8:51:33	15:09:40									1	35
KUKOWSKI, Andy	17:46:52	28:55:17	26:00:53	27:31:26									13	69
MCELVANY, ROBERT	9:50:58	13:31:08	15:27:23	12:42:36									1	25
ORTEGA, Yesenia	17:06:45	16:36:54	25:13:15	22:16:07									4	29
OWENS, LANE	0:00:00	0:00:00	0:00:00	0:00:04										
PAVLOCK, JAMES ADAM	18:45:35	13:47:20	4:25:06	7:20:01									4	34
RODRIGUEZ, CHRISTOPHER	10:18:14	7:50:54	8:54:16	4:38:53									1	
RODRIGUEZ, JOSE	19:14:42	9:18:19	35:52:06	24:27:30									4	56
RODRIGUEZ, REGGIE	21:17:14	16:39:22	21:01:10	25:15:09									2	44
SALAZAR, Efrain	5:05:08	9:09:05	19:39:29	9:20:02										
SCHULTZ, RAYMOND	0:47:13	0:35:00	0:10:09	1:27:19										
SILLIMAN, ERIC	22:54:37	17:51:55	13:37:07	34:21:51									10	77
SPRINKLE, MICHAEL	10:04:21	9:13:16	15:52:47	9:22:48										24
TAYLOR, CRAIG	11:35:43	19:13:52	14:00:25	24:44:23									4	32
VALDEZ, JUAN	20:53:02	25:56:16	30:29:02	18:24:20									2	22
VASQUEZ, MONICA	6:06:52	4:05:50	4:45:31	0:31:31										
WHITE, TERRY	16:04:09	18:55:51	33:33:09	25:22:46									4	30
												Total	93	888

\* = Admin

Dispatch Committed Time														
911 Phone Calls	237	243	276	305										
3700 Phone Calls	2489	2291	2385	2429										
DP General Phone Calls*	78:37:52	57:41:47	60:05:17	52:21:09										
Radio Transmissions	9871	9754	10382	10946										

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

ALPR Recoveries						
Num	Plate	Vehicle	Loc	Val	Links	Date
1	SVL2616	Kia Soul	24	\$ 16,500.00	CC Fraud/Theft	7-Jan
2	CWS6686	Chev PU	21	\$ 10,000.00		9-Jan
3	SSP9798	GMC Arcac	19	\$ 46,000.00	Fraud	18-Jan
4	KPL1936	Chev1500	12	\$ 40,000.00	Repeat Offender	2-Feb
5	TMV3732	BMW	22	\$ 35,000.00	Fraud	16-Feb
6	SRY8618	ToyMaur	23	\$ 28,000.00		8-Mar
7	MXG5703	ToyRav4	5	\$ 26,000.00	Warrant	9-Mar
8	JBG9307	LexNX	1	\$ 13,000.00	Stolen Plate on veh	11-Mar
9	NVK8218	HyudElan	27	\$ 18,000.00		2-Apr
10	SXW4908	NissV200	2	\$ 14,000.00	Stolen Plate on veh	4-Apr
11	4463G98	Ford Mus	2	\$ 42,000.00	On tow trk	16-Apr
12	W297HO	BMW	31	\$ 55,000.00	Fraud/Fugitive	8-May
13	DOUQ11	Audi	19	\$ 60,000.00	Fraud/Fugitive	10-May
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						

\$ 403,500.00

Plate Recoveries					
Plate Recove	Date	Links	Plate Recov	Date	Links
6VKC128	1/23/2024	Owner			
RKN392	2/4/2024	Owner			
DWJ6774	2/15/2024	Owner			
4B8105K	3/2/2024	Dup/Frd			
SKK6235	3/11/2024	Stolen			
DV7ZHH	3/18/2024	Owner			
	4/5/2024	Driver DNK			
TKX6267	4/11/2024	Arrested			
8LL173	4/29/2024	Cited/Tow			

Firearm in vehicle  
Temp Tag

Vehicle found to be Stolen  
Hotlist

Located but Fled								
Date	Plate	Camera	Date	Plate	Camera	Date	Plate	Camera
3-Jan	SFG3451	7						
9-Jan	SGN1517	13						
28-Mar	W197102	22						

Runaways/Missing  
1/8/2024 LCP9497 32  
4/19/2024 LCP9497 58

Community Safety Hotlist

9 of 13 involved in other crimes = 63 6920%

HOT List Hits Other Agencies

--

ALPR Stops Located not Reported as Recovered			
Plate	ALPR	Agency	Date
NLM7574	8	HPD	4-Jan
3882-E22	20	HPD	23-Jan
TLZ3887	13	C5	25-Apr

Program Summary			
2024 Value	\$ 403,500.00	Recovered	13
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
<b>Program Total</b>	<b>\$ 6,052,101.00</b>		<b>275</b>

INVESTIGATIVE LEADS/Solves							
Crime	Plate	Date	ALPR	Crime	Plate	Date	ALPR
Package Theft	TPK9834	3-Jan	P- Kensington	Mail Theft	SJB2869	3/8/2024	29, Bridlewood
BMV-Crim Mischief	100059B	3-Jan	P- US Coins	Mail Theft	SJB2869	3/15/2024	21
Theft of Lawn Eq	4297A98	4-Jan	2	Burglary of a Hab.	1RPFR	3/16/2024	1,31
Mail Theft	SXS7885	5-Jan	6	Burg of Hab	WV TLL2498	4/1/2024	5
Hotlist Theft	TPK9834	7-Jan	13	Auto Theft	TZJ4122	4/11/2024	6
BMV suspects	SGN1517	9-Jan	13				
Package Thief	BW6J592	10-Jan	Bellaire				
FSGI	PRM6967	23-Jan	P-Still				
FSGI	8XSG491	27-Jan	1				
Runaway	RKH0399	2-Feb	12				
Theft of Lawn Eq	BW6J592	9-Feb	2				
BMV Att	TSP9824	16-Feb	18				
BMV		22-Feb	12				
Susp Event	TJJ0901	4-Mar	17				

\* ALPR used to prove false report



# April 2024 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

# 2024 ALPR Data Report

## Plate Reads Summary

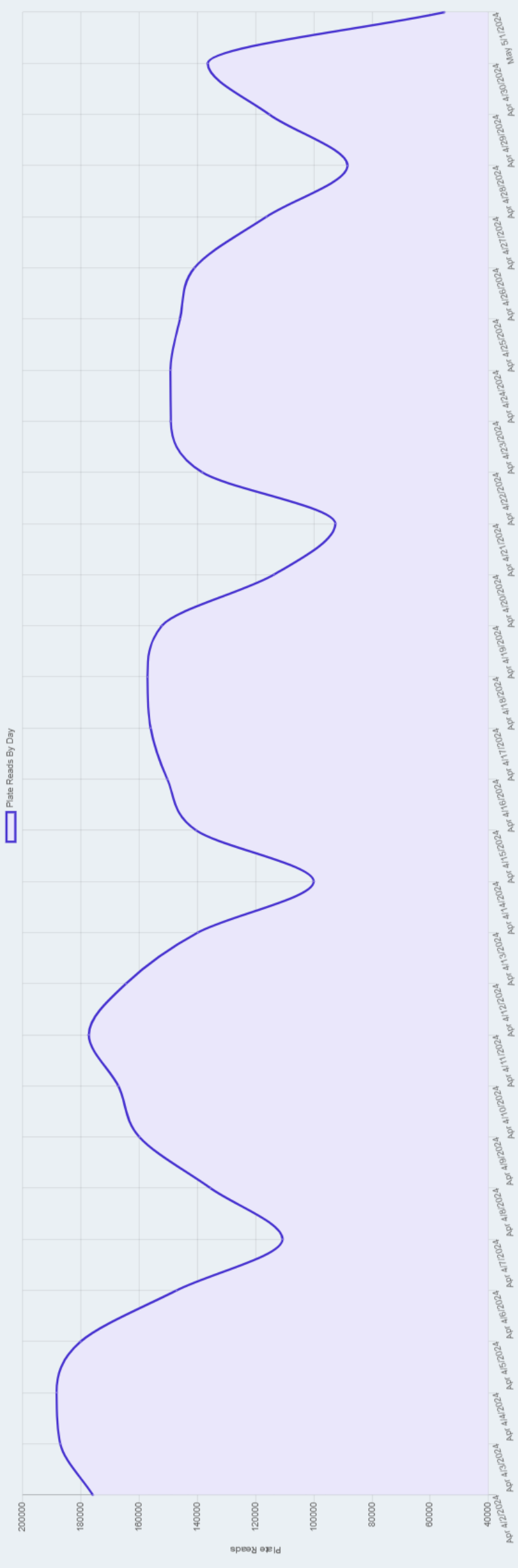
Total Plate Reads:  
4,231,573

[Download CSV](#)

Apr 2 - May 1

Devices (38)

[Search](#)



# Unique Plate Reads Summary

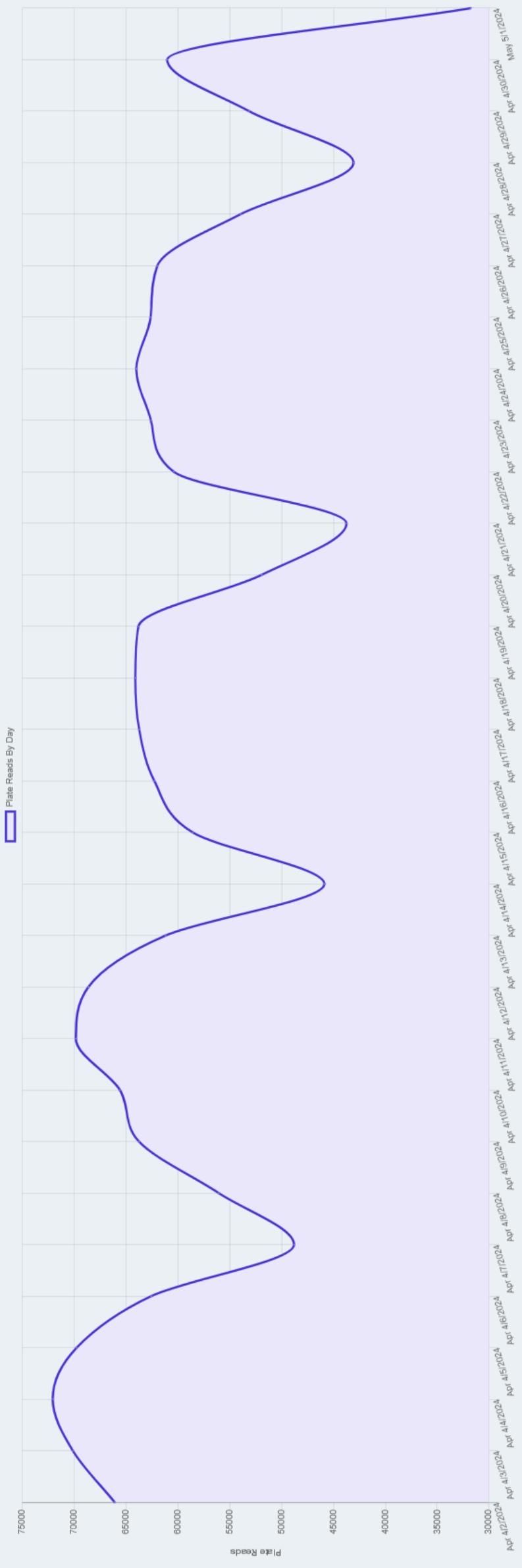
Total Unique Plate Reads:  
526,148

[Download CSV](#)

Apr 2 - May 1

Devices (38)

[Search](#)



# All Categories

## Hits Report

04/01/2024 To... 05/01/2024

Search

Select a date range up to 31 days

Download CSV

Total Hits: 209

Topics (15)

Devices (38)

Hits By Day



# Top 7 Categories

## Hits Report

04/01/2024

To...

05/01/2024

Search

Select a date range up to 31 days

DOWNLOAD CSV

Total Hits: 111

Topics (7)

Devices (38)



# Sex Offenders

## Hits Report

04/01/2024 To... 05/01/2024

Search

Select a date range up to 31 days

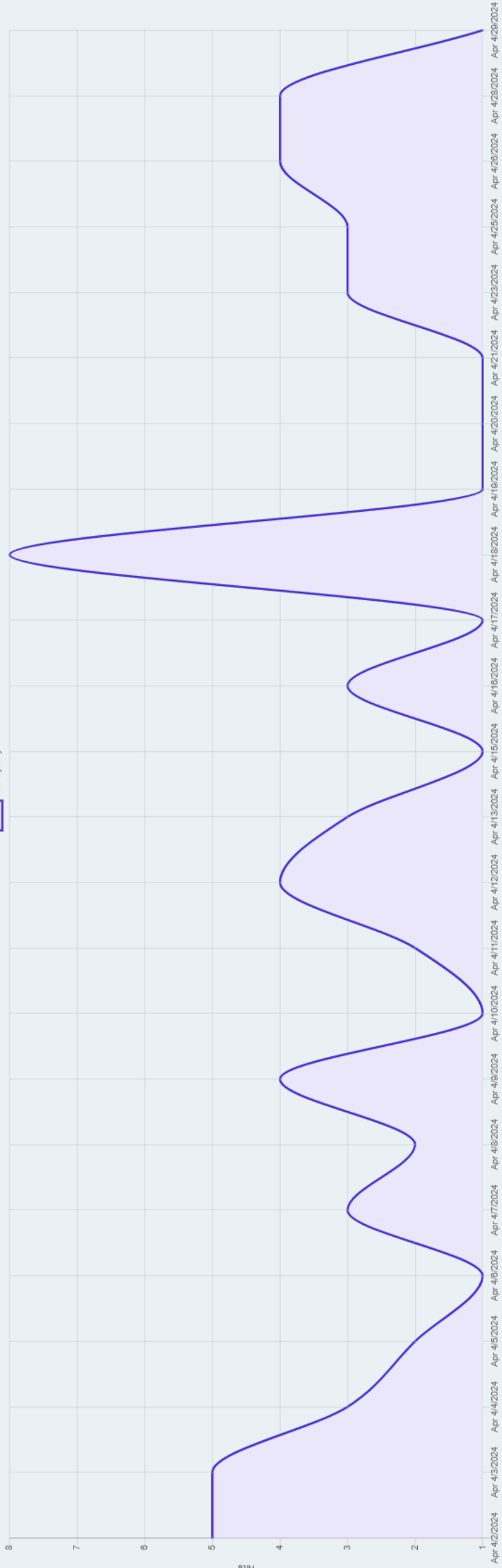
DOWNLOAD CSV

Total Hits: 66

Topics (1) ▾

Devices (38) ▾




Hits By Day





# Summary Report

## Insights Dashboard

<p><b>Plate Reads</b></p> <p>4,232,060</p> <p><a href="#">View Details</a></p> 	<p><b>Searches</b></p> <p>683</p> <p><a href="#">View Details</a></p> 	<p><b>Hot List Hits</b></p> <p>244</p> <p><a href="#">View Details</a></p> 
<p><b>Device Sharing</b></p> <p>Shared with Lewisville TX PD, Sansom Park TX PD, and 337 others</p> <p>Access Levels Search Hotlist Tool Access</p>	<p><b>Device Status</b></p> <p><a href="#">← Previous Device</a></p> <p><b>34 / 34</b> <span>?</span> Devices Online</p> <p><b>Device Name</b> #01 Inbound, Riverview Way, EB</p> <p><b>Battery</b> 100%</p> <p><b>Latency</b> 16.04 s</p> <p><a href="#">Next Device &gt;</a></p>	

#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

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



Total 'Plate Reads' by 'Device Name'

Device Name	Sum of Plate Reads
#22 - NB Voss x Magnolia Bend (Lane 2)	414174
#13 NB Gessner Rd	310460
#08 2200 S Piney Point Rd NB at City Limit	299900
#23 - WB San Felipe x Buffalo Bayou	267718
#21 - NB Voss x Magnolia Bend (Lane 1)	243627
#12 Piney Point Dr SB at Gaylord	200473
#20 - SB Voss x Old Voss (Lane 2)	191922
#17 Memorial Dr WB at Voss δY"CE	182380
#28 MVPD Station S/B Memorial Drive	166106
#02 Memorial Dr EB at Gessner	164931
#31 EB Memorial Dr near Tealwood	155289
#19 - SB Voss x Old Voss (Lane 1)	141735
#24 - NB Blalock x Memorial	141663
#18 Memorial Dr EB at Voss δY";	127244
#04 Memorial Dr NB at Briar Forest δY"CE	125358
#14 Beinhorn Rd WB at Pipher	107884
#10 On Memorial Dr EB from San Felipe	106914
#01 Gessner SB at Frostwood Elementary δY";	103781
#07 Memorial Dr EB at Briar Forest δY";	101461
#16 Memorial Dr WB at E Creekside Dr δY";	95466
#09 N Piney Point Rd at Memorial Dr	92910
#05 Bunkerhill Rd SB at Taylorcrest	88336
#27 Unit 181 Blalock S/B at Taylorcrest	84037
#30 EB Beinhorn Rd @ Voss Rd	71827
#06 Taylorcrest Rd WB at Flintdale	70303
#26 - SB Hedwig x Beinhorn	49415
#11 Greenbay St EB at Piney Point Rd	33439
#32 WB Greenbay @ Memorial Dr	29398
#25 - NB Bunker Hill x Memorial δY"CE	27497
Strey NB at Memorial δY"CE	16002
#29 - Riverbend Main Entrance δY"CE	7427
#15 Hunters Creek Dr SB at I-10 δY";	7165
#01 Inbound, Riverview Way, EB	5944
#03 Gessner Rd NB at Buffalo Bayou	0
<b>Grand Total</b>	<b>4232186</b>

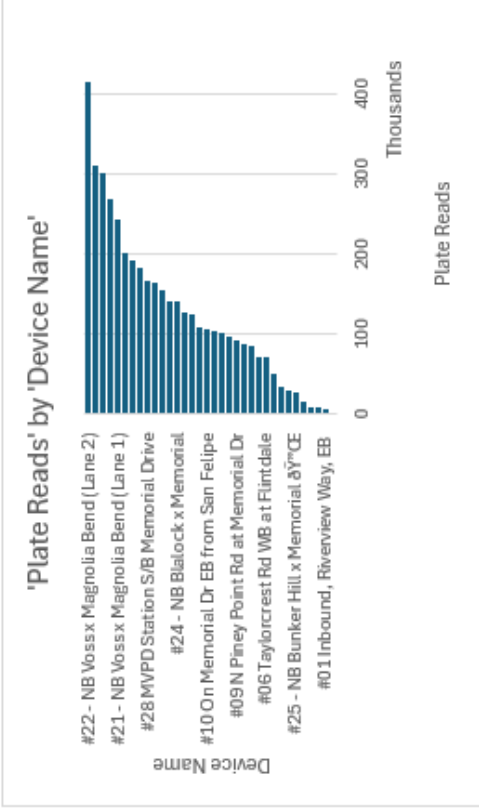


Plate Reads  
By Location

April 2024

# Hits By Camera

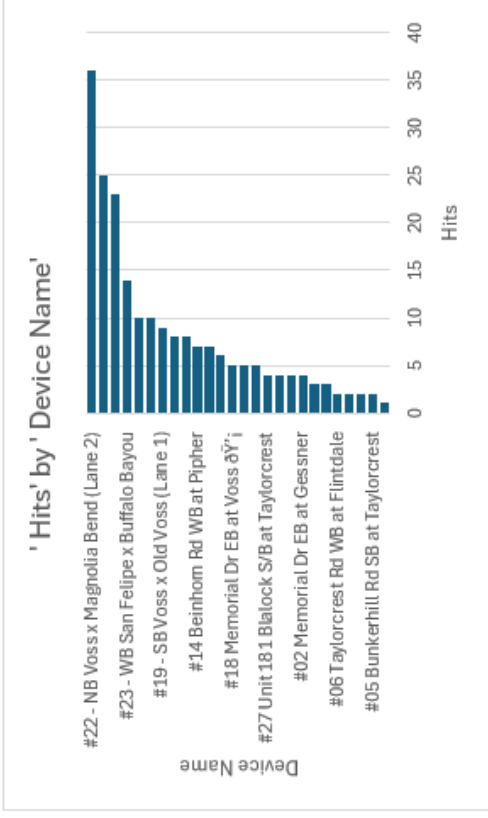
Total Reads – 4,231,573

Unique Reads – 526,148

Hits- 209

7 Top Hits - 111

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



Total ' Hits' by ' Device Name'

Device Name	Sum of Hits
#22 - NB Voss x Magnolia Bend (Lane 2)	36
#13 NB Gessner Rd	25
#21 - NB Voss x Magnolia Bend (Lane 1)	23
#23 - WB San Felipe x Buffalo Bayou	14
#12 Piney Point Dr SB at Gaylord	10
#07 Memorial Dr EB at Briar Forest δY';	10
#19 - SB Voss x Old Voss (Lane 1)	9
#17 Memorial Dr WB at Voss δY"OE	8
#08 2200 S Piney Point Rd NB at City Limit	8
#14 Beinhorn Rd WB at Pipher	7
#16 Memorial Dr WB at E Creekside Dr δY';	7
#01 Gessner SB at Frostwood Elementary δY';	6
#18 Memorial Dr EB at Voss δY';	5
#10 On Memorial Dr EB from San Felipe	5
#20 - SB Voss x Old Voss (Lane 2)	5
#27 Unit 181 Blalock S/B at Taylorcrest	4
#04 Memorial Dr NB at Briar Forest δY"OE	4
#31 EB Memorial Dr near Teatwood	4
#02 Memorial Dr EB at Gessner	4
#28 MVPD Station S/B Memorial Drive	3
#30 EB Beinhorn Rd @ Voss Rd	3
#06 Taylorcrest Rd WB at Flintdale	2
#24 - NB Blalock x Memorial	2
#11 Greenbay St EB at Piney Point Rd	2
#05 Bunkerhill Rd SB at Taylorcrest	2
#32 WB Greenbay @ Memorial Dr	1
<b>Grand Total</b>	<b>209</b>



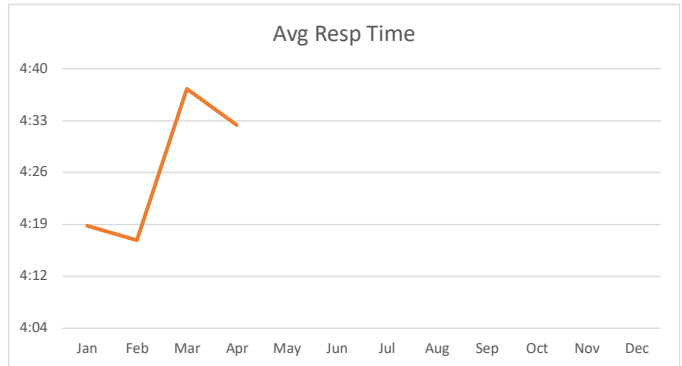
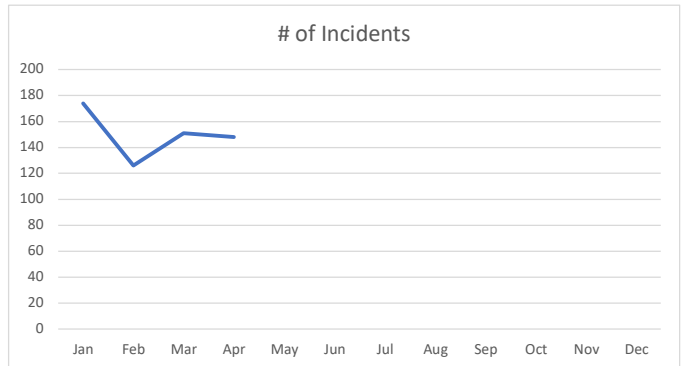
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### April 2024 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD
<b>TOTAL</b>	<b>250</b>	<b>181</b>	<b>208</b>	<b>211</b>	<b>850</b>
Abdominal Pain	0	1	1	2	4
Allergic Reaction	2	1	2	2	7
Animal Bite	0	0	1	0	1
Assult	0	1	1	0	2
Automatic Aid	3	2	3	4	12
Automatic Aid- Apartment Fire	13	6	13	10	42
Automatic Aid- Building Fire	4	2	2	3	11
Automatic Aid- Elevator Rescue	3	1	1	0	5
Automatic Aid- Entrapment MVC	1	3	1	0	5
Automatic Aid- Gas Leak	1	1	2	3	7
Automatic Aid- High Rise Fire	0	2	1	0	3
Back Pain	0	0	2	1	3
Carbon Monoxide Detector With Symptoms	0	1	0	0	1
Carbon Monoxide Detector No Symptoms	2	3	3	1	9
Cardiac/Respiratory Arrest	1	1	0	0	2
Check a Noxious Odor	2	1	0	1	4
Check for Fire	0	0	1	0	1
Check for the Smell of Natural Gas	2	3	6	2	13
Check for the Smell of Smoke	2	2	1	2	7
Chest Pain	3	1	4	1	9
Child Locked in a Vehicle Engine Not Running	0	1	0	0	1
Choking	1	1	2	0	4
Diabetic Emergency	1	2	2	1	6
Difficulty Breathing	9	5	8	12	34
Electrical Fire	0	0	1	0	1
Elevator Rescue	1	0	0	0	1
Entrapment- Non MVC	0	0	1	0	1
Fall Victim	10	8	13	9	40
Fire Alarm Business	8	6	3	6	23
Fire Alarm Church or School	10	6	3	4	23
Fire Alarm Residence	36	28	23	25	112
Gas Leak	3	0	5	4	12
Headache- Stroke symptoms not present	0	0	0	2	2
Heart Problems	8	6	4	6	24
Heat/Cold Exposure	1	0	0	0	1
Hemorrhage/Laceration	1	2	1	1	5
House Fire	2	0	1	1	4
Injured Party	4	4	4	3	15
Medical Alarm	6	5	4	2	17
Motor Vehicle Collision	23	15	21	25	84
Motor Vehicle Collision with Entrapment	0	0	1	1	2
Object Down in Roadway	6	1	5	6	18
Oven/Appliance Fire	1	0	0	0	1
Overdose/Poisoning	1	1	2	0	4
Possible D.O.S.	1	0	1	2	4
Powerlines Down Arcing/Burning	3	0	3	6	12
Pregnancy/ Childbirth	1	0	0	0	1
Psychiatric Emergency	3	6	2	2	13
Seizures	4	2	8	4	18
Service Call Non-emergency	14	16	12	15	57
Shooting/Stabbing	1	0	0	0	1
Sick Call	21	15	15	19	70
Smoke in Business	1	0	0	0	1
Smoke in Residence	1	0	1	1	3
Stroke	5	1	3	2	11
Transformer Fire	3	0	2	2	7
Traumatic Injury	1	3	0	1	5
Unconscious Party/Syncope	14	9	7	10	40
Unknown Medical Emergency	1	2	3	5	11
Vehicle Fire	4	3	1	2	10
Wash Down	1	1	1	0	3

Month	# of Incidents	Avg Resp Time
Jan	174	4:19
Feb	126	4:17
Mar	151	4:38
Apr	148	4:33
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
599		4:26

Note: Nat'l Std Fire Response Time: 6:50  
 Note: Nat'l Std Fire EMS Time: 6:30



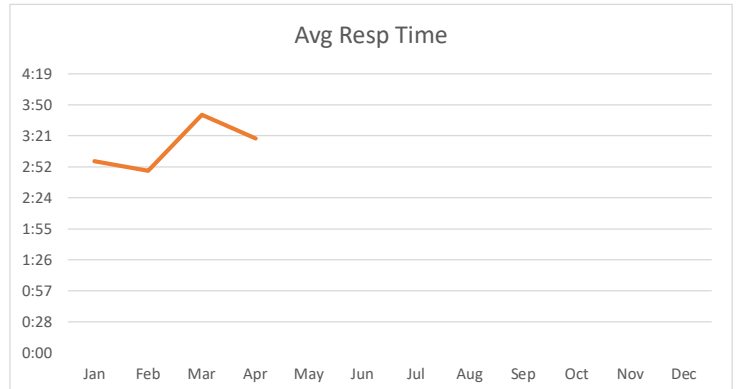
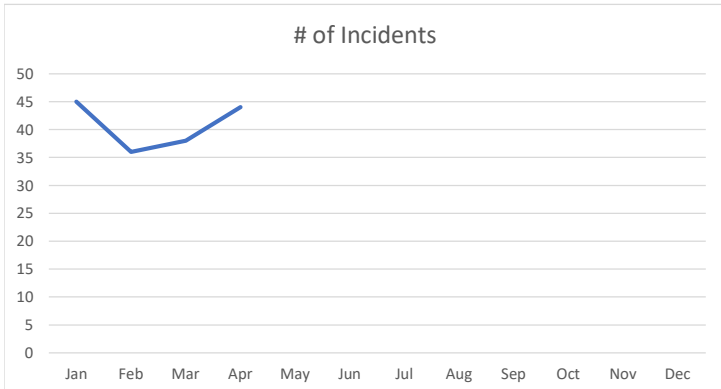


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### April 2024 Summary - Hedwig

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD
<b>TOTAL</b>	<b>47</b>	<b>39</b>	<b>47</b>	<b>49</b>	<b>179</b>
Abdominal Pain	0	0	0	2	2
Allergic Reaction	1	0	1	1	
Animal Bite	0	0	1	0	1
Assult	0	0	1	0	1
Back Pain	0	0	1	0	1
Check for the Smell of Natural Gas	0	2	0	1	3
Check for the Smell of Smoke	1	1	0	1	3
Chest Pain	2	1	0	0	3
Choking	0	0	2	0	2
Diabetic Emergency	0	1	2	0	3
Difficulty Breathing	3	0	2	3	8
Elevator Rescue	1	0	0	0	1
Fall Victim	2	3	1	0	6
Fire Alarm Business	4	5	3	4	16
Fire Alarm Church or School	1	3	0	1	5
Fire Alarm Residence	1	0	4	5	10
Gas Leak	0	0	2	0	2
Heart Problems	2	1	0	2	5
Heat/Cold Exposure	1	0	0	0	1
House Fire	0	0	1	0	1
Injured Party	2	0	2	0	4
Medical Alarm	1	0	2	0	3
Motor Vehicle Collision	7	5	4	5	21
Object Down in Roadway	0	1	1	0	2
Oven/Appliance Fire	1	0	0	0	1
Overdose/Poisoning	0	1	0	0	1
Powerlines Down Arcing/Burning	1	0	0	0	1
Psychiatric Emergency	2	5	0	0	7
Seizures	0	0	2	0	2
Service Call Non-emergency	0	1	3	4	8
Shooting/Stabbing	1	0	0	0	1
Sick Call	4	4	6	12	26
Smoke in Business	1	0	0	0	1
Smoke in Residence	0	0	1	0	1
Stroke	0	0	0	2	2
Transformer Fire	0	0	2	1	3
Traumatic Injury	0	1	0	0	1
Unconscious Party/Syncope	6	1	1	3	11
Unknown Medical Emergency	0	1	0	2	3
Vehicle Fire	1	2	1	0	4
Wash Down	1	0	1	0	2

Month	# of Incidents	Avg Resp Time
Jan	45	2:58
Feb	36	2:49
Mar	38	3:41
Apr	44	3:19
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	163	3:11



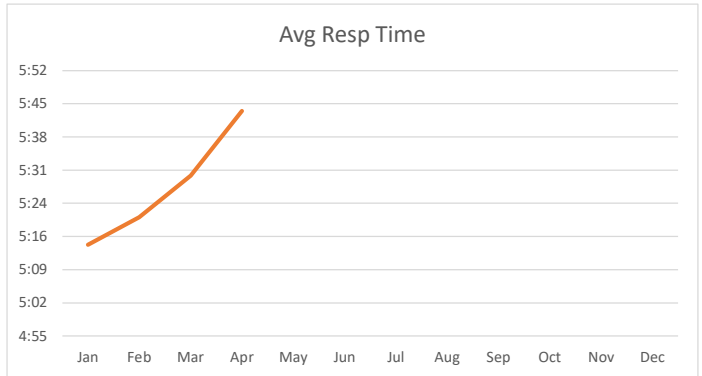
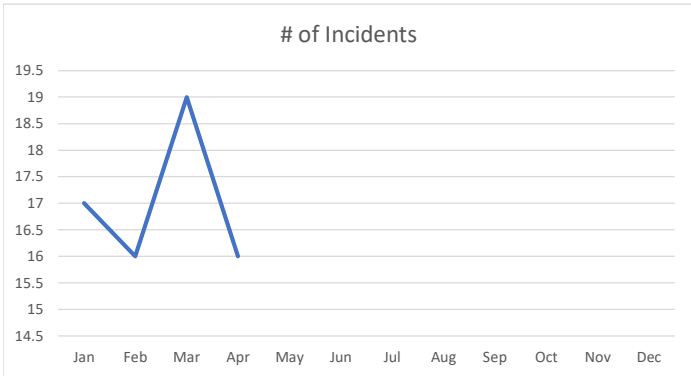


Village Fire Department  
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**April 2024 Summary - Bunker Hill**

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD
<b>TOTAL</b>	<b>26</b>	<b>25</b>	<b>27</b>	<b>23</b>	<b>101</b>
Assult	0	1	0	0	1
Carbon Monoxide Detector No Symptoms	0	0	1	0	1
Check for Noxious Odor	1	0	0	0	1
Check for the Smell of Natural Gas	2	0	2	0	4
Check for the Smell of Smoke	0	1	1	0	2
Diabetic Emergency	0	1	0	0	1
Difficulty Breathing	0	0	2	4	6
Fall Victim	0	1	4	1	6
Fire Alarm Business	0	1	0	0	1
Fire Alarm Church or School	3	0	1	0	4
Fire Alarm Residence	7	7	4	4	22
Gas Leak	0	0	1	0	1
Heart Problems	1	0	0	0	1
Hemorrhage/Laceration	0	1	1	0	2
House Fire	0	0	0	1	1
Injured Party	1	0	1	1	3
Medical Alarm	0	0	1	1	2
Motor Vehicle Collision	2	1	1	2	6
Object Down in Roadway	1	0	1	3	5
Powerlines Down Arcing/Burning	0	0	0	2	2
Psychiatric Emergency	0	1	0	0	1
Seizures	1	0	0	2	3
Service Call Non-emergency	2	5	3	1	11
Sick Call	2	2	3	1	8
Smoke in Residence	1	0	0	0	1
Stroke	0	1	0	0	1
Unconscious Party/Syncope	1	2	0	0	3
Vehicle Fire	1	0	0	0	1

Month	# of Incidents	Avg Resp Time
Jan	17	5:15
Feb	16	5:21
Mar	19	5:30
Apr	16	5:44
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	68	5:27



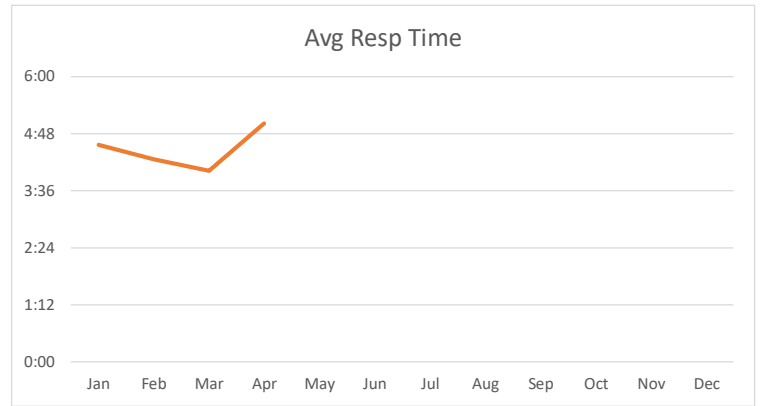
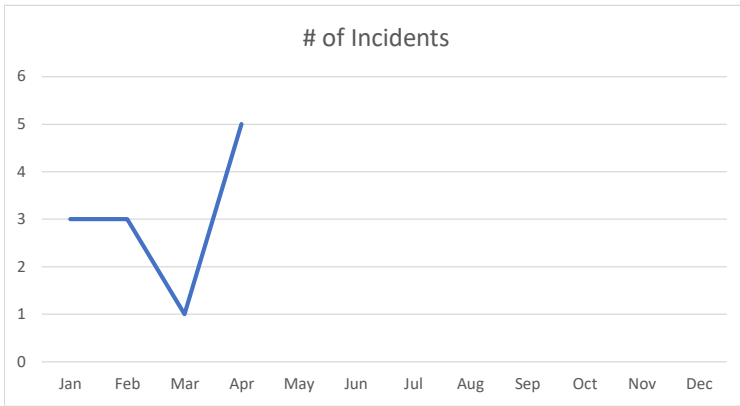


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### April 2024 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD
<b>TOTAL</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>7</b>	<b>16</b>
Difficulty Breathing	1	0	0	0	1
Fall Victim	1	0	0	0	1
Fire Alarm Business	1	0	0	0	1
Fire Alarm Church or School	0	1	0	1	2
Heart Problems	0	1	0	0	1
Injured Party	0	1	0	0	1
Motor Vehicle Collision	0	0	1	0	1
Object Down in Roadway	0	0	0	1	1
Possible D.O.S.	0	0	0	1	1
Seizures	0	0	0	1	1
Service Call Non-emergency	0	0	0	1	1
Stroke	1	0	0	0	1
Traumatic Injury	0	0	0	1	1
Unconscious Party/Syncope	0	0	0	1	1
Unknown Medical Emergency	0	0	1	0	1

Month	# of Incidents	Avg Resp Time
Jan	3	4:34
Feb	3	4:16
Mar	1	4:01
Apr	5	5:01
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	<hr/> 12	<hr/> 4:28



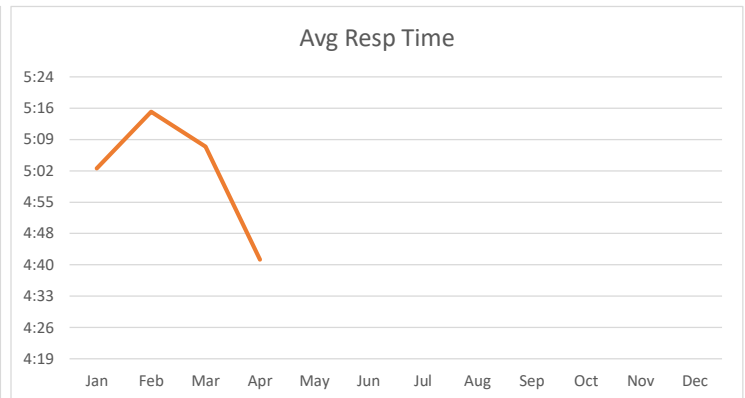
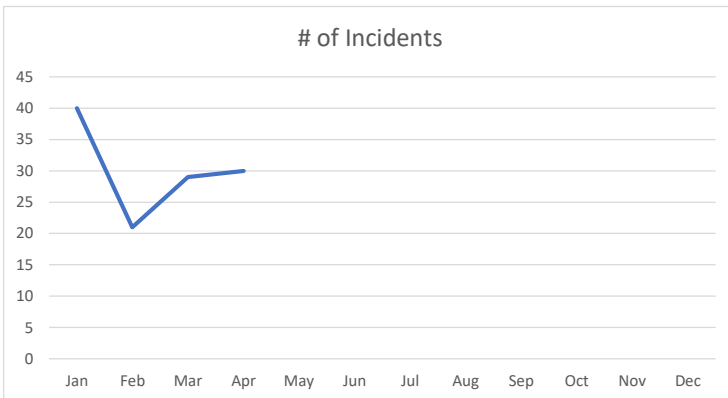




Village Fire Department  
 901 Corbindale Rd  
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### April 2024 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD	Month	# of Incidents	Avg Resp Time
<b>TOTAL</b>	<b>52</b>	<b>33</b>	<b>34</b>	<b>36</b>	<b>155</b>	<b>Jan</b>	40	5:03
Allergic Reaction	0	0	0	1	1	<b>Feb</b>	21	5:16
Back Pain	0	0	0	1	1	<b>Mar</b>	29	5:08
Carbon Monoxide Detector No Symptoms	0	1	0	1	2	<b>Apr</b>	30	4:42
Check a Noxious Odor	1	1	0	0	2	<b>May</b>		
Check for Fire	0	0	1	0	1	<b>Jun</b>		
Check for the Smell of Natural Gas	0	0	1	1	2	<b>Jul</b>		
Check for the Smell of Smoke	1	0	0	0	1	<b>Aug</b>		
Chest Pain	1	0	1	0	2	<b>Sep</b>		
Choking	1	0	0	0	1	<b>Oct</b>		
Diabetic Emergency	1	0	0	1	2	<b>Nov</b>		
Difficulty Breathing	0	2	1	2	5	<b>Dec</b>		
Electrical Fire	0	0	1	0	1		120	5:02
Entrapment- Non MVC	0	0	1	0	1			
Fall Victim	5	2	3	3	13			
Fire Alarm Business	2	0	0	1	3			
Fire Alarm Church or School	0	1	0	0	1			
Fire Alarm Residence	13	13	5	4	35			
Gas Leak	0	0	0	1	1			
Heart Problems	1	2	2	0	5			
Injured Party	1	2	0	1	4			
Medical Alarm	3	1	0	0	4			
Motor Vehicle Collision	3	0	2	2	7			
Motor Vehicle Collision with Entrapment	0	0	1	0	1			
Object Down in Roadway	1	0	0	1	2			
Overdose/Poisoning	1	0	1	0	2			
Possible D.O.S.	0	0	0	1	1			
Powerlines Down Arcing/Burning	0	0	1	3	4			
Psychiatric Emergency	0	0	2	1	3			
Seizures	1	0	1	0	2			
Service Call Non-emergency	5	5	3	3	16			
Sick Call	5	0	2	2	9			
Stroke	1	0	1	0	2			
Transformer Fire	1	0	0	0	1			
Traumatic Injury	0	1	0	0	1			
Unconscious Party/Syncope	4	1	2	3	10			
Unknown Medical Emergency	0	0	2	2	4			
Vehicle Fire	0	0	0	1	1			
Wash Down	0	1	0	0	1			



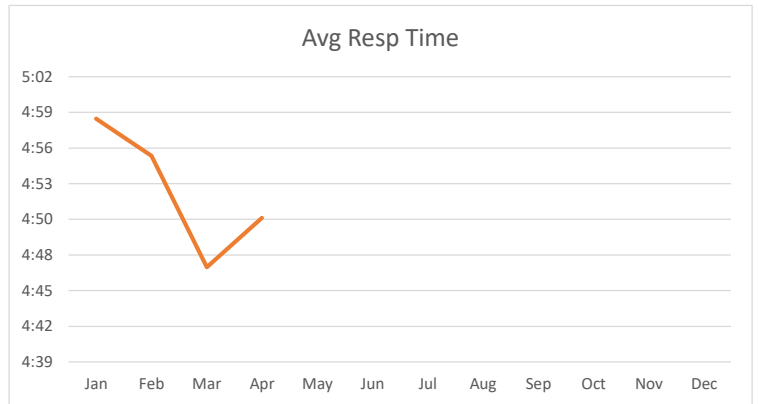
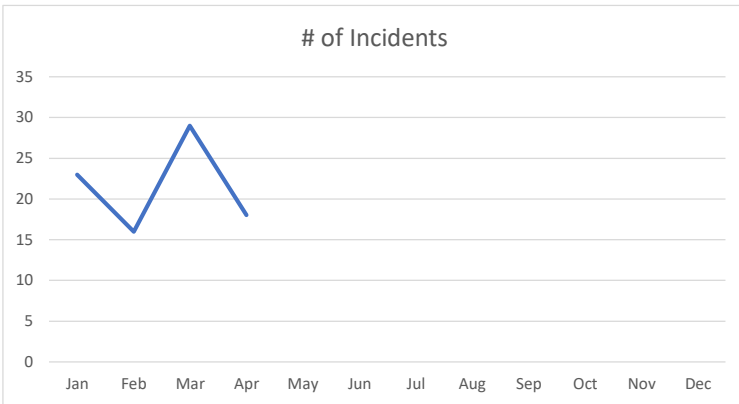


Village Fire Department  
 901 Corbindale Rd  
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### April 2024 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD
<b>TOTAL</b>	<b>44</b>	<b>25</b>	<b>36</b>	<b>30</b>	<b>135</b>
Abdominal Pain	0	0	1	0	1
Allergic Reaction	0	1	0	0	1
Back Pain	0	0	1	0	1
Carbon Monoxide Detector No Symptoms	0	0	1	0	1
Cardiac/Respiratory Arrest	0	1	0	0	1
Check for the Smell of Natural Gas	0	1	2	0	3
Chest Pain	0	0	2	0	2
Choking	0	1	0	0	1
Difficulty Breathing	2	2	3	0	7
Fall Victim	1	1	4	1	7
Fire Alarm Church or School	5	0	1	1	7
Fire Alarm Residence	13	7	7	8	35
Gas Leak	3	0	0	3	6
Headache- Stroke symptoms not present	0	0	0	1	1
Heart Problems	0	1	1	1	3
Hemorrhage/Laceration	1	0	0	0	1
Injured Party	0	0	0	1	1
Medical Alarm	2	1	1	1	5
Motor Vehicle Collision	1	1	2	1	5
Object Down in Roadway	3	0	2	1	6
Possible D.O.S.	1	0	1	0	2
Powerlines Down Arcing/Burning	2	0	1	1	4
Psychiatric Emergency	0	0	0	1	1
Service Call Non-emergency	4	4	3	6	17
Sick Call	2	1	1	2	6
Stroke	2	0	2	0	4
Transformer Fire	1	0	0	0	1
Traumatic Injury	1	0	0	0	1
Unconscious Party/Syncope	0	2	0	1	3
Unknown Medical Emergency	0	1	0	0	1

Month	# of Incidents	Avg Resp Time
Jan	23	4:59
Feb	16	4:56
Mar	29	4:47
Apr	18	4:51
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	86	4:53





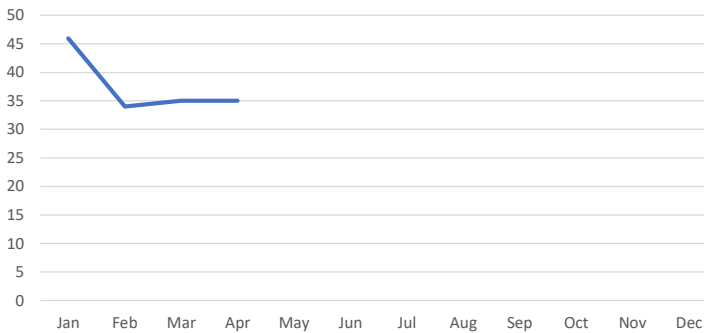
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### April 2024 Summary - Spring Valley

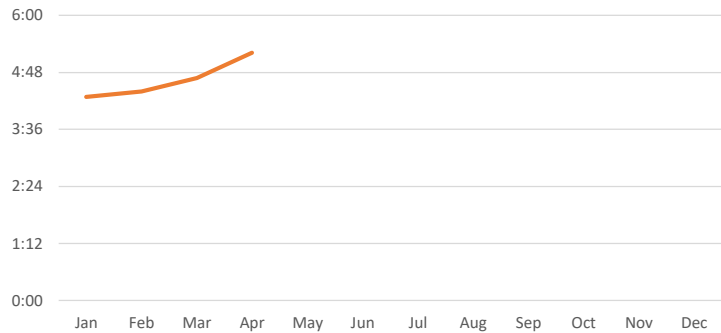
Call/Incident Type/Detail	Jan	Feb	Mar	Apr	Total YTD
<b>TOTAL</b>	<b>49</b>	<b>37</b>	<b>36</b>	<b>40</b>	<b>162</b>
Abdominal Pain	0	1	0	0	1
Allergic Reaction	1	0	1	0	2
Carbon Monoxide Alarm with Symptoms	0	1	0	0	1
Carbon Monoxide Detector No Symptoms	2	1	1	0	4
Cardiac/Respiratory Arrest	1	0	0	0	1
Check a Noxious Odor	0	0	0	1	1
Check for the Smell of Natural Gas	0	0	1	0	1
Chest Pain	0	0	1	0	1
Difficulty Breathing	3	1	0	3	7
Fall Victim	1	1	1	4	7
Fire Alarm Business	1	0	0	0	1
Fire Alarm Church or School	0	1	1	1	3
Fire Alarm Residence	2	1	2	4	9
Gas Leak	0	0	1	0	1
Headache- Stroke symptoms not present	0	0	0	1	1
Heart Problems	4	1	1	3	9
Hemorrhage/Laceration	0	1	0	1	2
House Fire	2	0	0	0	2
Injured Party	0	1	1	0	2
Medical Alarm	0	3	0	0	3
Motor Vehicle Collision	10	8	11	13	42
Motor Vehicle Collision with Entrapment	0	0	0	1	1
Object Down in Roadway	1	0	1	0	2
Overdose/Poisoning	0	0	1	0	1
Powerlines Down Arcing/Burning	0	0	1	0	1
Pregnancy/ Childbirth	1	0	0	0	1
Psychiatric Emergency	1	0	0	0	1
Seizures	2	2	5	1	10
Service Call Non-emergency	1	1	0	0	2
Sick Call	8	8	3	2	21
Smoke in Residence	0	0	0	1	1
Stroke	1	0	0	0	1
Transformer Fire	1	0	0	1	2
Traumatic Injury	0	1	0	0	1
Unconscious Party/Syncope	3	3	3	1	10
Unknown Medical Emergency	1	0	0	1	2
Vehicle Fire	2	1	0	1	4

Month	# of Incidents	Avg Resp Time
Jan	46	4:17
Feb	34	4:24
Mar	35	4:41
Apr	35	5:13
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
150		4:38

# of Incidents



Avg Resp Time



**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 May 22, 2024 for the May 28, 2024 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for April, 2024.

Thank You,

Henry Rivas  
Building Official



**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
<b>Total</b>	<b>386</b>	<b>\$392,230</b>	<b>23</b>	<b>257</b>	<b>\$50,553</b>	<b>492</b>	<b>\$86,650</b>	<b>1,135</b>	<b>\$529,163</b>	<b>\$55,154,414</b>

**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
<b>Total</b>	<b>308</b>	<b>\$287,105</b>	<b>19</b>	<b>187</b>	<b>\$35,785</b>	<b>471</b>	<b>\$86,853</b>	<b>966</b>	<b>\$409,743</b>	<b>\$71,259,927</b>

**City of Hunters Creek Village**  
**Permit Activity Report (Issued) - 2024**

Month	Building			Electrical		Mech & Plumbing		Total		Valuation
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	\$
January	17	\$5,092	0	14	\$2,705	25	\$5,130	56	\$12,928	\$1,374,287
February	32	\$35,182	1	14	\$2,230	26	\$4,970	72	\$42,382	\$5,438,854
March	30	\$18,029	1	12	\$2,105	34	\$7,525	76	\$27,658	\$4,296,108
April	33	\$9,970	0	9	\$1,310	28	\$5,130	70	\$16,415	\$1,091,456
May										
June										
July										
August										
September										
October										
November										
December										
<b>Total</b>	<b>112</b>	<b>\$68,273</b>	<b>2</b>	<b>49</b>	<b>\$8,350</b>	<b>113</b>	<b>\$22,755</b>	<b>274</b>	<b>\$99,383</b>	<b>\$12,200,705</b>

**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%
Total	2303	1990	86.4%	313	13.6%

**City of Hunters Creek Village  
Inspection Activity Report - 2024**

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
Month					
January	136	114	83.8%	22	16.2%
February	179	163	91.1%	16	8.9%
March	149	128	85.9%		0.0%
April	151	134	88.7%	17	11.3%
May			#DIV/0!		#DIV/0!
June			#DIV/0!		#DIV/0!
July			#DIV/0!		#DIV/0!
August			#DIV/0!		#DIV/0!
September			#DIV/0!		#DIV/0!
October			#DIV/0!		#DIV/0!
November			#DIV/0!		#DIV/0!
December			#DIV/0!		#DIV/0!
Total	615	539	87.6%	55	8.9%

# Inspections with Odometer Readings, by Inspector and Vehicle

May 22, 2024 9:39 AM  
Henry Rivas  
City of Hunters Creek Village

Date Range (inclusive): **Mon Apr 01 2024 to Tue Apr 30 2024**  
Inspection Department: **Building Permit Inspections**

BBG Consulting, Inc (BBG )								
Permit #	Address	Insp Type	Date	Reinsp?	Reinsp Fee?	Result	Correction Notes	
Odometer Vehicle ID:								
	202300516	8315 Hunters Creek Dr	E TCI	4/1/24		No	Pass	
	202400054	825 Saddlewood Ln	P Steel/Piping	4/1/24		No	Pass	
	202400097	282 BRYN MAWR CIR	FD-Piers	4/1/24		No	Pass	
	202400126	7 Long Timbers Trail	P-Trap	4/1/24		No	Pass	
	202400141	411 Menking Cout	E Final	4/1/24		No	Pass	
	202400187	722 CREEKSIDE LN	P UnderG	4/1/24		No	Pass	
	202400187	722 CREEKSIDE LN	P Sewer	4/1/24		No	Pass	
	202400187	722 CREEKSIDE LN	P Final	4/1/24		No	Pass	
	202400207	272 Bryn Mawr Circle	E Underg	4/1/24		No	Pass	
	202400046	272 Bryn Mawr Circle	P Final	4/2/24		No	Pass	
	202400046	272 Bryn Mawr Circle	VCBK	4/2/24		No	Pass	
	202400085	272 Bryn Mawr Circle	YD Final	4/2/24		No	Pass	
	202400158	508 Three Corners Drive	F Post Hole	4/2/24		No	Pass	
	202400159	879 Country Ln	DW Final	4/2/24		No	Pass	
	202400182	702 Saddlewood Lane	F Final	4/2/24		No	Pass	
	202400212	526 Trails End	M Rough	4/2/24		No	Pass	
	202400217	5 Shannon	P UnderG	4/2/24		No	Pass	

		Circle						
	202400221	1000 River Bend Drive	E Underg	4/2/24		No	Pass	
	202300072	514 Wellesley Drive	M Final	4/3/24		No	Pass	
	202300329	674 SHARTLE CIR	YD Trench	4/3/24		No	Pass	
	202400011	126 Willowend Dr	Foundation	4/3/24		No	Pass	
	202400198	10622 S EVERS PARK DR	F Post Hole	4/3/24		No	Pass	
	202400213	1107 River Glyn Dr	E Underg	4/3/24		No	Pass	
	202400213	1107 River Glyn Dr	E TCI	4/3/24		No	Pass	
	202300430	844 KUHLMAN RD	M Hood V	4/4/24	Y	No	Pass	[ Entered 11/27/2023 by BBG ]: Disapproved - not installed
	202400042	7 Long Timbers Trail	Bld-Final	4/4/24		No	Pass	
	202400080	720 Kuhlman Rd	YD Trench	4/4/24		No	Pass	
	202400151	307 Hunters Trail St	P UnderG	4/4/24		No	Pass	
	202400151	307 Hunters Trail St	P Sewer	4/4/24		No	Pass	
	202400164	402 MENKING CT	F Final	4/4/24		No	Pass	
	202400211	2 SADDLEWOOD ESTATES DR	P Final	4/4/24		No	Pass	
	202400217	5 Shannon Circle	P Sewer	4/4/24		No	NC	sewer line not install yet
	202400217	5 Shannon Circle	P UnderG	4/4/24	Y	No	Pass	
	202400224	10420 Memorial Drive	E Underg	4/4/24		No	Pass	
	202400224	10420 Memorial Drive	E Rough	4/4/24		No	Pass	
	202300099	11002 Landon Lane	E TCI	4/5/24		No	Pass	
	202400225	10802 Oak Hollow St	Gas Test	4/5/24		Yes	NC	Disapproved - Guage not holding pressure
	202400109	8403 Hunters	Foundation	4/8/24		No	Pass	



		Creek Drive						
	202400155	1000 River Bend Drive	Foundation	4/8/24		No	Pass	
	202300266	714 HUNTERS GROVE LN	Insulation	4/9/24		No	Pass	
	202300667	713 Camelot Lane	E Underg	4/9/24		No	Pass	
	202300667	713 Camelot Lane	E TCI	4/9/24		No	Pass	
	202300696	526 Trails End	Frame	4/9/24		No	NC	Disapproved - Everything covered
	202300696	526 Trails End	H-Strap	4/9/24	Y	No	NC	Disapproved - Everything covered [ Entered 12/5/2023 by BBG ]: Partial-Rear covered porch not ready
	202400186	2 Inwood Oaks	P UnderG	4/9/24		No	Pass	
	202400186	2 Inwood Oaks	P TO/Rough	4/9/24		No	Pass	
	202300485	514 Wellesley Drive	F Final	4/10/24		No	Pass	
	202300696	526 Trails End	H-Strap	4/10/24	Y	No	Pass	[ Entered 4/9/2024 by BBG ]: Disapproved - Everything covered [ Entered 12/5/2023 by BBG ]: Partial-Rear covered porch not ready
	202300696	526 Trails End	Frame	4/10/24	Y	No	Pass	[ Entered 4/9/2024 by BBG ]: Disapproved - Everything covered
	202300727	10803 Beinhorn Rd	Shower Pan	4/10/24		No	Pass	
	202300779	514 Wellesley Drive	DW Final	4/10/24		No	Pass	
	202300829	10914 WALWICK DR	Gas Test	4/10/24		No	Pass	
	202400199	619 Hunters Grove Lane	F Post Hole	4/10/24		No	Pass	
	202400225	10802 Oak Hollow St	Gas Test	4/10/24	Y	No	Pass	[ Entered 4/5/2024 by BBG ]: Disapproved - Guage

								not holding pressure
	202400240	526 Trails End	M Rough	4/10/24		No	Pass	
	202400025	771 Kuhlman Rd	DW Final	4/11/24		No	Pass	
	202400064	514 Wellesley Drive	P Final	4/11/24		No	Pass	
	202400157	675 SHARTLE CIR	P Sewer	4/11/24		No	Pass	
	202400188	338 HUNTERS TRAIL ST	E Final	4/11/24		No	Pass	
	202300743	10911 Pama Circle	E Final	4/12/24		No	Pass	
	202300968	11010 Hunters Park Dr	Shower Pan	4/12/24		No	Pass	
	202400219	773 Pifer Rd	DW Steel	4/12/24		No	Pass	
	202400233	587 Voss Road	Demo F	4/12/24		No	Pass	
	202400235	702 Saddlewood Lane	FD Steel	4/12/24		No	Pass	
	202400244	10733 Old Coach Ln	Gas Test	4/12/24		Yes	NC	Plumber not ready and said he reschedule for Monday. He will give us a specific tie because is an occupied home.
	202400246	819 Wade Hampton Dr	P TO/Rough	4/12/24		No	Pass	
	202300428	771 Kuhlman Rd	E Final	4/15/24		No	Pass	
	202300618	8315 Hunters Creek Dr	Gas Test	4/15/24		No	Pass	
	202300704	514 Wellesley Drive	P Final	4/15/24		No	Pass	
	202400242	10618 Fairlane Drive	P Final	4/15/24		No	Pass	
	202300116	11 River Cir	P Final	4/16/24		No	Pass	
	202300215	3 Sleepy Oaks Circle	P Final	4/16/24		No	Pass	
	202300724	911 OAK VALLEY DR	M Hood V	4/16/24		Yes	NC	Final/Hood Vent - Disapproved Not connected
	202300724	911 OAK VALLEY DR	M Final	4/16/24		No	NC	Final/Hood Vent - Disapproved Not connected
	202400118	8419 Hunters	P UnderG	4/16/24		No	Pass	

		Creek Dr						
	202400118	8419 Hunters Creek Dr	Gas Test	4/16/24		No	Pass	
	202400118	8419 Hunters Creek Dr	P Final	4/16/24		No	Pass	
	202400158	508 Three Corners Drive	F Final	4/16/24		No	Pass	
	202400201	411 TRAILS CT	Frame	4/16/24		Yes	NC	Disapproved - Housekeeper denied access and did not know of any construction happening at this address
	202400206	8315 Hunters Creek Dr	FD-Piers	4/16/24		No	Pass	
	202400231	282 BRYN MAWR CIR	P UnderG	4/16/24		No	Pass	
	202300965	323 Hunters Trail Street	H-Strap	4/17/24		No	Pass	
	202400079	720 Kuhlman Rd	P Deck S	4/17/24		Yes	NC	Disapproved-Work has not been started for pool deck
	202400249	203 Fleetway Dr	E Underg	4/17/24		No	Pass	
	202400249	203 Fleetway Dr	E Rough	4/17/24		No	Pass	
	202300286	771 Kuhlman Rd	YD Final	4/18/24		No	Pass	
	202300696	526 Trails End	Insulation	4/18/24		No	Pass	
	202300829	10914 WALWICK DR	Shower Pan	4/18/24		Yes	PPass	Partial Pass - Master bath shower pan not ready for inspection. One upstairs is approved.
	202300915	10910 MELODY LN	Frame	4/18/24	Y	No	Pass	[ Entered 2/9/2024 by BBG ]: Partial - Roof Rafters Only
	202400032	8 Pinewood Circle	P Deck S	4/18/24		Yes	NC	Disapproved - Complete chairs under pool deck steel. Connect bond wire to pool deck steel
	202400066	726 Country Ln	Foundation	4/18/24		No	NC	Disapproved
	202400101	10910 MELODY LN	M Rough	4/18/24	Y	No	Pass	[ Entered 2/29/2024 by henry ]: Fail; 1. Double joist under

								mech equipment 2. Slope drain pans  [ Entered 2/27/2024 by BBG ]: Disapproved- Gate locked no access
	202400117	8419 Hunters Creek Dr	E Underg	4/18/24		No	Pass	
	202400117	8419 Hunters Creek Dr	TCI	4/18/24		No	Pass	
	202400117	8419 Hunters Creek Dr	E Final	4/18/24		No	Pass	
	202400157	675 SHARTLE CIR	Shower Pan	4/18/24		No	Pass	
	202300119	674 SHARTLE CIR	P Sewer	4/19/24		No	Pass	
	202400032	8 Pinewood Circle	P Deck S	4/19/24	Y	No	Pass	[ Entered 4/18/2024 by BBG ]: Disapproved - Complete chairs under pool deck steel. Connect bond wire to pool deck steel
	202400201	411 TRAILS CT	Frame	4/19/24	Y	No	Pass	[ Entered 4/16/2024 by BBG ]: Disapproved - Housekeeper denied access and did not know of any construction happening at this address
	202400234	206 Glennville Court	F Post Hole	4/19/24		No	Pass	
	202400257	519 Hunterwood Dr	P Final	4/19/24		No	Pass	
	202400259	1 Smithdale Ct	E Underg	4/19/24		No	Pass	
	202400259	1 Smithdale Ct	E Rough	4/19/24		No	Pass	
	202400265	702 Saddlewood Lane	P UnderG	4/19/24		No	Pass	
	202400265	702 Saddlewood Lane	P GL & GT	4/19/24		No	Pass	
	202200862	771 Kuhlman Rd	P Final	4/22/24		No	NC	"Disapproved - Complete toilet in primary bath.

								No hot water"
	202400239	651 Shartle Circle	P Final	4/22/24		No	Pass	
	202400250	307 Teakwood Lane	M Final	4/22/24		No	Pass	
	202200862	771 Kuhlman Rd	P Final	4/23/24	Y	No	Pass	[ Entered 4/22/2024 by BBG ]:
	202300197	10610 N Evers Park Drive	Gas Test	4/23/24		No	Pass	
	202400206	8315 Hunters Creek Dr	Foundation	4/23/24		No	Pass	
	202400229	600 Hedwig Road	F Post Hole	4/23/24		No	Pass	
	202400258	10811 Hunters Forest	P UnderG	4/23/24		No	Pass	
	202400260	3 Pine Grove	FD-Piers	4/23/24		No	Pass	
	202300829	10914 WALWICK DR	Shower Pan	4/24/24	Y	No	Pass	[ Entered 4/18/2024 by BBG ]: Partial Pass - Master bath shower pan not ready for inspection. One upstairs is approved.
	202300943	7 Long Timbers Trail	E Final	4/24/24		No	Pass	
	202400203	19 Willowend Dr	F Post Hole	4/24/24		No	Pass	
	202400235	702 Saddlewood Lane	TCI	4/24/24		No	Pass	
	202400238	902 Flint River Drive	Demo F	4/24/24		No	Pass	
	202400246	819 Wade Hampton Dr	Shower Pan	4/24/24		No	Pass	
	202400263	10818 ROARING BROOK LN	F Post Hole	4/24/24		No	Pass	
	202400269	713 Camelot Lane	YD Trench	4/24/24		No	Pass	
	202300344	517 WELLESLEY DR	P Final	4/25/24		No	Pass	
	202300345	517 WELLESLEY DR	E Final	4/25/24		No	Pass	
	202300768	1000 River Bend Drive	DW Steel	4/25/24		Yes	PPass	Partial Pass
	202300888	517	F Final	4/25/24		No	Pass	

		WELLESLEY DR						
	202400173	625 Wellesley Drive	E Underg	4/25/24		No	Pass	
	202400174	625 Wellesley Drive	Gas Test	4/25/24		No	Pass	
	202400174	625 Wellesley Drive	VCBK	4/25/24		No	Pass	
	202400174	625 Wellesley Drive	P-Trap	4/25/24		No	Pass	
	202400220	1000 River Bend Drive	P GL & GT	4/25/24		No	Pass	
	202400229	600 Hedwig Road	F Final	4/25/24		No	Pass	
	202400265	702 Saddlewood Lane	P Final	4/25/24		No	Pass	
	202400275	10610 N Evers Park Drive	DW Steel	4/25/24		No	Pass	
	202400276	811 Creek Wood Way	P Layout	4/25/24		Yes	NC	Disapproved; No plans left on site.
	202400216	914 Boros Drive	M Final	4/26/24		No	Pass	
	202400266	103 Willowend Dr	Re-Roof	4/26/24		No	Pass	
	202400282	825 Saddlewood Ln	E Underg	4/26/24		No	Pass	
	202300724	911 OAK VALLEY DR	M Hood V	4/29/24	Y	No	Pass	[ Entered 4/16/2024 by BBG ]: Final/Hood Vent - Disapproved Not connected
	202300724	911 OAK VALLEY DR	M Final	4/29/24	Y	No	Pass	[ Entered 4/16/2024 by BBG ]: Final/Hood Vent - Disapproved Not connected
	202400109	8403 Hunters Creek Drive	H-Strap	4/29/24		No	Pass	
	202400268	8 Pine Grove Circle	P Final	4/29/24		No	Pass	
	202400276	811 Creek Wood Way	P Layout	4/29/24	Y	No	Pass	[ Entered 4/25/2024 by BBG ]: Disapproved; No plans left on site.
	202400278	422 RIPPLE CREEK DR	F Post Hole	4/29/24		No	Pass	
	202400281	3 Pine Grove	P UnderG	4/29/24		No	Pass	

		Circle						
	202400283	911 OAK VALLEY DR	YD Trench	4/29/24		No	Pass	
	202300587	674 SHARTLE CIR	M Hood V	4/30/24	Y	No	Pass	
	202300942	10911 Pama Circle	Gas Test	4/30/24		No	Pass	
	202400219	773 Pifer Rd	DW Final	4/30/24		No	Pass	
	202400236	674 SHARTLE CIR	F Post Hole	4/30/24		No	Pass	
	202400284	720 Kuhlman Rd	Gas Test	4/30/24		No	Pass	

Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection
151			0	0.0

### Henry Rivas (henry)

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

	202200949	2 HUNTERS RIDGE CT	P Final	4/2/24		No	Pass	
	202400191	517 Ripple Creek Dr	DW Steel	4/2/24		No	Pass	
	202400195	4 Pine Grove Circle	F Post Hole	4/2/24		No	Pass	
	202400210	675 SHARTLE CIR	E Serv/ML	4/2/24		No	Pass	
	202400035	715 Storywood Drive	Bld-Final	4/3/24		No	NC	No access, no answer at door.
	202400132	852 Kuhlman Rd	W Final	4/3/24		No	Pass	
	202200658	10611 Twelve Oaks Drive	Bld-Final	4/5/24		No	Pass	
	202400178	5 Shannon Circle	Foundation	4/5/24		No	NC	Fail; clean out
	202400178	5 Shannon Circle	Foundation	4/5/24	Y	No	Pass	[ Entered 4/5/2024 by henry ]: Fail;
	202400119	2 PINE GROVE CIR	F Post Hole	4/10/24		No	Pass	
	202100216	10802 Oak Hollow St	Bld-Final	4/12/24	Y	No	NC	Fail; 1. Drainage 2. Handrail height and termination point. 3. Right side gate to

								be self closing 4. Alarms on doors leading to pool.  [ Entered 3/26/2024 by henry ]: Fail; 1. The trench drain was not installed as per design on approved drainage plans. 2. The stairs shall have handrails that meet the 2021 IRC. 3. The outlet in the front yard is not allowed as defined in Sec. 44-2 and Sec
	202300659	10802 Oak Hollow St	F Final	4/12/24		No	NC	Fail; Gate to be self closing
	202300902	514 Wellesley Drive	E Final	4/12/24		No	Pass	
	202400035	715 Storywood Drive	Bld-Final	4/12/24	Y	No	Pass	[ Entered 4/3/2024 by henry ]: No acess, no answer at door.
	202400071	1122 Riverbend Drive	Bld-Final	4/15/24		No	Pass	
	202400230	10420 Memorial Drive	Gas Test	4/15/24		No	Pass	
	202200808	514 Wellesley Drive	Bld-Final	4/16/24		No	Pass	
	202300931	307 Hunters Trail St	Foundation	4/16/24	Y	No	Pass	
	202400262	852 Kuhlman Rd	I Trench	4/23/24		No	PPass	Partial Section
	202400272	10611 Twelve Oaks Drive	E Underg	4/25/24		No	Pass	
	202400277	10611 Twelve Oaks Drive	P UnderG	4/25/24		No	Pass	
	202400277	10611 Twelve Oaks Drive	P GL & GT	4/25/24		No	Pass	
	202200761	771 Kuhlman Rd	Bld-Final	4/26/24		Yes	NC	1. Roof shingles missing on front entry gable and rear patio. 2. Hole on exterior garage wall.



								<ul style="list-style-type: none"> <li>3. Improper yard grading on right.</li> <li>4. Paint all fire place vent caps.</li> <li>5. Opening on rear chimney brick.</li> <li>6. Missing light cover on bay window over arage.</li> <li>7. Rear left sside room locked.</li> <li>8. Not ready; Punch house.</li> </ul>
	202300284	911 OAK VALLEY DR	E Final	4/26/24		No	NC	<ul style="list-style-type: none"> <li>1. Pantry/wet car outlets are not working</li> <li>2. Provide a weather proof cover on rear patio outlet.</li> <li>3. Missing the inter system bonding terminal and an acorn type clamp shall be used on the grounding electrode connection.</li> </ul>
	202300806	10611 Twelve Oaks Drive	YD Final	4/26/24		No	Pass	
	202300971	10611 Twelve Oaks Drive	DW Final	4/26/24		No	Pass	
	202400012	10611 TWELVE OAKS DR	F Final	4/26/24		No	Pass	
	202400274	2 HUNTERS RIDGE CT	E Final	4/29/24		No	Pass	

Inspections	Begin Odometer	End Odometer	Miles	Avg Miles per Inspection
28			0	0.0

# CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared May 23<sup>rd</sup> for the May 28<sup>th</sup> agenda

## **A. Shasta/Pineland/Lindenwood Reconstruction**

1. Design is about 75% complete.
2. We will be bid ready in June.
3. We should use the new CSP method of bidding in my opinion. Thanks to Councilman Carlton for all the work he put into that endeavor.

## **B. Memorial Drive repairs**

1. We evaluated Memorial Drive for repairs to include into the Shasta/Lindenwood bid.
2. The intent is to do as little as possible to get to the grant funded project by the County next year.
3. If all repairs were made, we estimate the cost to be \$260k.
4. The amount spent is a subjective decision. Input from council is warranted. Alex and Elmer buy pothole repair materials by the pallet. There should be some balance between the city repairing potholes and more long term repairs as part of this project.

## **C.**

1. Design is approximately 25% complete. We will include this into the Shasta/Lindenwood bid in hopes of reducing cost due to economy of scale.

## **D. Minor City wide repairs**

1. We have several minor projects (<\$8k each) around the City. These mini projects include: ditch repair on Fleetway, storm sewer sinkhole on Walwick, and drainage system repairs on Hunterwood.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
April 23, 2024**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, April 23, 2024, 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.

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Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien [via videoconference] Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Engineer:	Steve Byington [via videoconference]
	City Attorney:	Tim Kirwin
	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 6:00p.m.**

B. **Chief Howard Miller 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.*

**No Comments.**

E. REPORTS

1. City Treasurer Monthly Report - **Tom Fullen, City Administrator, presented this report.**
2. Police Commissioner Monthly Report – **Steve Reichek, Police Commissioner, presented this report.**

3. Fire Commissioner Monthly Report – **Howard Miller, Fire Chief, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, City 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 – **Mayor Pappas commented on the city v-linc's, the new fire pit at city hall, the new beehive, and mentioned the Metro meeting.**

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 March 26, 2024.
2. Approval of the Cash Disbursement Journal for March 2024.

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

G. REGULAR AGENDA

1. Discussion and possible action to add additional Automated License Plate Reader cameras throughout the City.

**Councilmember Knox made a motion to approve additional Automated License Plate Reader cameras throughout the City as long as the neighbors purchase and install their own cameras. Councilmember Cowell seconded the motion and the motion carried unanimously.**

2. Discussion and possible action regarding Competitive Sealed Proposal (CSP) criteria.

***Item was taken out of order.***

**Councilmember Carlton made a motion to approve the Competitive Sealed Proposal (CSP) criteria. Councilmember Cowell seconded the motion and the motion carried unanimously.**

3. Discussion and possible action to approve an Ordinance regarding Chapter 30 solicitors, peddlers, canvassers, and itinerant vendors.

**Councilmember Cowell made a motion to approve an Ordinance regarding Chapter 30 solicitors, peddlers, canvassers, and itinerant vendors. Councilmember Knox seconded the motion and the motion carried unanimously.**

4. Discussion and possible action to consider an amendment to the Memorial Village Police Department's 2023 Budget to reclassify certain budget line items.

**Councilmember Carlton made a motion to approve an amendment to the Memorial Village Police Department's 2023 Budget to reclassify certain budget line items. Councilmember Cowell seconded the motion and the motion carried unanimously.**

5. Discussion and possible action to approve an ordinance amending the code of ordinances of the City Council of City of Hunters Creek Village, Texas by amending Section 40-9, Bicycle Paths, adding Article II, Electric Riding Toys and Small Motor Vehicles of Chapter 40, Traffic and Vehicles of the Code of Ordinances of the City of Hunter Creek Village with updated and amended rules and regulations related to Electric Riding Toys and Small Motor Vehicles; providing for penalty; and providing for severability.

**No action.**

6. Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas, amending the City's 2023 budget to adjust individual line items to reflect actual expenditures providing for severability; and containing other provisions relating to the subject.

**Councilmember Marks made a motion to approve an ordinance of the City of Hunters Creek Village, Texas, amending the City's 2023 budget to adjust individual line items to reflect actual expenditures providing for severability; and containing other provisions relating to the subject. Councilmember Knox seconded the motion and the motion carried unanimously.**

7. Discussion and possible action to approve Amendment No. 75 to the engineering contract with Cobb Fendley in the amount of \$9,800.00 for

Engineering Services associated with the Lindenwood Drive Outfall No. 24 Extension.

*Item was taken out of order.*

**Councilmember Marks made a motion to approve Amendment No. 75 to the engineering contract with Cobb Fendley in the amount of \$9,800.00 for Engineering Services associated with the Lindenwood Drive Outfall No. 24 Extension. Councilmember Knox seconded the motion and the motion carried unanimously.**

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

**At 7:55 p.m., Councilmember Knox made a motion to adjourn. Councilmember Carlton seconded the motion and the motion carried unanimously. The meeting adjourned at 7:55 p.m.**

These minutes were approved on the \_\_\_\_ day of May 2024.

\_\_\_\_\_  
Jim Pappas, Mayor

ATTEST:

\_\_\_\_\_  
Tom Fullen, City Administrator  
Acting City Secretary



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP DISB ALLEGIANCE-AP POOLED ALLEGIANCE DISBURSEMENT</b>						
0105	VILLAGE FIRE DEPARTMENT	04/01/2024	EFT	0.00	150.59	109
0105	VILLAGE FIRE DEPARTMENT	04/01/2024	EFT	0.00	-150.59	109
0458	A T & T Phone	04/01/2024	Regular	0.00	855.05	34605
000774	ADAM VOYLES	04/01/2024	Regular	0.00	300.00	34606
0647	AFLAC WORLDWIDE HEADQUARTERS	04/01/2024	Regular	0.00	535.80	34607
0010		04/01/2024	Regular	0.00	95.97	34608
000775	CITYLYNX INC	04/01/2024	Regular	0.00	2,000.00	34609
0018	END-O-PEST	04/01/2024	Regular	0.00	135.00	34610
000796	ENGIE RESOURCES	04/01/2024	Regular	0.00	5,586.47	34611
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOC	04/01/2024	Regular	0.00	100.00	34612
000895	HENRY RIVAS	04/01/2024	Regular	0.00	343.22	34613
0035	HOUSTON CHRONICLE	04/01/2024	Regular	0.00	208.06	34614
000941	Keep2MovingConstruction	04/01/2024	Regular	0.00	2,900.00	34615
0053	MEMORIAL VILLAGES WATER AUTHORITY	04/01/2024	Regular	0.00	1,430.13	34616
000715	NEWTON NURSERIES WEST	04/01/2024	Regular	0.00	481.75	34617
000815	SAFEbuilt, LLC Lockbox#88135	04/01/2024	Regular	0.00	4,360.00	34618
0260	THOMAS G FULLEN JR	04/01/2024	Regular	0.00	98.00	34619
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	04/01/2024	Regular	0.00	9,541.74	34620
0647	AFLAC WORLDWIDE HEADQUARTERS	04/15/2024	Regular	0.00	535.80	34621
0171	CARY M MORAN	04/15/2024	Regular	0.00	800.00	34622
0445	CENTURY CONCRETE CONSTRUCTION INC	04/15/2024	Regular	0.00	3,600.00	34623
000876	CINTAS CORPORATION	04/15/2024	Regular	0.00	206.88	34624
0012	COBB FENDLEY	04/15/2024	Regular	0.00	10,952.50	34625
000865	DEX IMAGING	04/15/2024	Regular	0.00	314.00	34626
000942	Felix Moreno	04/15/2024	Regular	0.00	544.00	34627
0150	GARY B MADDOX	04/15/2024	Regular	0.00	500.00	34628
0537	GREEN FOR LIFE	04/15/2024	Regular	0.00	42,769.42	34629
000716	KIRWIN LAW FIRM PLLC	04/15/2024	Regular	0.00	2,610.00	34630
000844	LINEBARGER GOGGAN BLAIR & SAMPSON LLP	04/15/2024	Regular	0.00	458.07	34631
0641	MARK E EASLEY	04/15/2024	Regular	0.00	300.00	34632
000919	MEMORIAL VILLAGES POLICE DEPT. - FUEL	04/15/2024	Regular	0.00	827.38	34633
000715	NEWTON NURSERIES WEST	04/15/2024	Regular	0.00	604.59	34634
0062	NORTHWEST PEST PATROL	04/15/2024	Regular	0.00	963.00	34635
0067	OMNIBASE SERVICES OF TEXAS	04/15/2024	Regular	0.00	318.00	34636
0420	PREMIER TREE SERVICE	04/15/2024	Regular	0.00	2,950.00	34637
0075	PRIME SOURCE OFFICE SOLUTIONS	04/15/2024	Regular	0.00	370.94	34638
000815	SAFEbuilt, LLC Lockbox#88135	04/15/2024	Regular	0.00	3,880.00	34639
000792	STATE COMPTROLLER OF PUBLIC ACCOUNTS	04/15/2024	Regular	0.00	26,630.15	34640
0635	TYLER TECHNOLOGIES INC	04/15/2024	Regular	0.00	900.00	34641
000789	VAN SANT LANDSCAPE MANAGEMENT	04/15/2024	Regular	0.00	3,328.00	34642
0362	VERIZON WIRELESS	04/15/2024	Regular	0.00	37.99	34643

Check Report

Date Range: 04/01/2024 - 04/30/2024

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
0255	ZERO WASTE USA	04/15/2024	Regular	0.00	526.89	34644

Bank Code AP DISB ALLEGIANCE Summary

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	40	40	0.00	133,898.80
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	1	2	0.00	0.00
	<b>41</b>	<b>42</b>	<b>0.00</b>	<b>133,898.80</b>



Check Report

Date Range: 04/01/2024 - 04/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP PF ALLEGIANCE-AP POOLED ALLEGIANCE PUBLIC FUNDS</b>						
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	04/01/2024	EFT	0.00	210,475.00	1030
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	04/01/2024	EFT	0.00	-210,475.00	1030
0105	VILLAGE FIRE DEPARTMENT	04/01/2024	EFT	0.00	-183,812.59	1031
0105	VILLAGE FIRE DEPARTMENT	04/01/2024	EFT	0.00	183,812.59	1031
000908	PREACTIVE IT SOLUTIONS	04/01/2024	Bank Draft	0.00	1,460.00	DFT0000486
0654	LORA JEAN D LENZSCH	04/15/2024	Bank Draft	0.00	1,122.50	DFT0000491
000913	ANITA M. JAMES	04/15/2024	Bank Draft	0.00	300.00	DFT0000492
0517-TF	PAYMENT REMITTANCE CENTER	04/20/2024	Bank Draft	0.00	3,714.21	DFT0000493

**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	6,596.71
EFT's	2	4	0.00	0.00
	<b>9</b>	<b>8</b>	<b>0.00</b>	<b>6,596.71</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	40	40	0.00	133,898.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	7	4	0.00	6,596.71
EFT's	3	6	0.00	0.00
	<b>50</b>	<b>50</b>		<b>140,495.51</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOL	4/2024	140,495.51
			<b>140,495.51</b>



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve the  
FY2023 Funding Review for the Memorial Village  
Police Department.  
  
FY2023 Funding Review

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April 2, 2024

TO: Police Commission  
FROM: R. Schultz, Chief of Police  
REF: 2023 Review of Services and FY23 Budget Equitable Funding Review

In order to assist the Police Commission in reviewing the level of services and the distribution of services to the Cities of Bunker Hill Village, Piney Point Village and Hunters Creek Village. A review of 2023 productivity and calls for service has been conducted.

The below listed summary of 2023 total incidents/data, show calls for service, reports taken, arrests, house watches and citations issued by city.

Reports/Incidents

Bunker Hill-230  
Piney Point-272  
Hunters Creek-326

Arrests

Bunker Hill-47  
Piney Point-65  
Hunters Creek-51

CAD Events

Bunker Hill- 23,709  
Piney Point- 18,915  
Hunters Creek- 26,305

Accidents

Bunker Hill – 21  
Piney Point – 27  
Hunters Creek - 78

A review of traffic enforcement shows Citations by Village.

- Bunker Hill: 1,352
- Piney Point: 1,264
- Hunters Creek: 1,334

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

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



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve the  
Memorial Village Police Departments FY2023  
Audit.  
**EXHIBITS:** 2023 Audit

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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion regarding the Memorial Village  
Police Departments FY2025 Budget.  
  
MVPD 2025 Budget

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# Memorial Villages Police Department

## FY25 BUDGET PROPOSAL

GENERAL FUND						
Acct. No	Category	2023 Adopted	2024 Adopted	2025 Proposed	\$ Increase/ 2024-2025	% Increase
<b>100</b>						
100	Salaries	4,100,675		4,504,858	306,478	7%
110	Overtime	145,000	160,000	160,000	0	0%
115	Court/Bailiff	5,000	2,500	5,000	2,500	100%
120	Retirement	498,812	1,135,233	981,981	(153,252)	-13%
125	457b contribution	91,873	94,832	102,290	7,458	8%
130	Health Insurance	692,808	703,166	807,980	104,814	15%
140	Workers Compensation - TML	78,000	82,000	86,400	4,400	5%
150	Life/LTD	23,257	25,400	25,877	477	2%
160	Medicare	61,713	63,311	67,803	4,492	7%
170	Social Security	1,002	1,788	2,576	788	44%
	<b>TOTAL PERSONNEL/BENEFITS</b>	<b>5,698,142</b>	<b>6,466,610</b>	<b>6,744,765</b>	<b>278,155</b>	<b>4%</b>
<b>200</b>						
	<b>TML INTERGOVERNMENTAL RISK POOL</b>					
200	Auto	40,000	40,000	40,000	0	0%
210	General Liability	720	550	1,400	850	155%
220	Public Official Bond	960	960	1,000	40	4%
230	Professional Liability	30,000	29,000	30,000	1,000	3%
240	Real & Personal Property	9,000	10,000	12,000	2,000	20%
	<b>TOTAL OTHER INSURANCE</b>	<b>80,680</b>	<b>80,510</b>	<b>84,400</b>	<b>3,890</b>	<b>5%</b>
<b>300</b>						
300	Gas and Oil	145,000	120,000	120,000	0	0%
310	Fleet maintenance	45,000	45,000	55,000	10,000	22%
320	Tires	7,000	7,000	10,000	3,000	43%
330	Damage Repair	10,000	10,000	10,000	0	0%
	<b>TOTAL FLEET MAINTENANCE</b>	<b>207,000</b>	<b>182,000</b>	<b>195,000</b>	<b>13,000</b>	<b>7%</b>
<b>400</b>						
400	General/Building Maintenance	61,700	40,000	40,100	100	0%
410	Janitorial Services	21,600	22,800	22,800	0	0%
420	Jail	1,000	1,000	1,000	0	0%
430	Building Furnishings	10,000	10,000	10,000	0	0%
	<b>TOTAL BUILDING</b>	<b>94,300</b>	<b>73,800</b>	<b>73,900</b>	<b>100</b>	<b>0%</b>
<b>500</b>						
500	Computers	15,000	16,000	16,000	0	0%
510	Postage/postage machine	1,300	1,300	1,300	0	0%
520	Office Supplies	25,000	30,500	35,300	4,800	16%
530	Bank/Finance Service Chgs	600	600	400	(200)	-33%
540	Payroll Services	20,000	22,000	22,000	0	0%
	<b>TOTAL OFFICE</b>	<b>61,900</b>	<b>70,400</b>	<b>75,000</b>	<b>4,600</b>	<b>7%</b>
<b>600</b>						
600	Telephone	43,306	42,775	40,040	(2,735)	-6%
610	Electric	20,000	20,000	20,000	0	0%
620	Water/Sewer	6,000	6,000	7,500	1,500	25%
630	Natural Gas	1,000	800	1,000	200	25%
	<b>TOTAL UTILITIES</b>	<b>70,305</b>	<b>69,575</b>	<b>68,540</b>	<b>(1,035)</b>	<b>-1%</b>

# Memorial Villages Police Department

## FY25 BUDGET PROPOSAL

GENERAL FUND CONTINUED						
700						
	700 Equipment Maint. Contracts	121,710	130,530	179,858	49,328	38%
	710 SETCIC fees	3,600	3,600	3,600	0	0%
	720 Legal/Professional	71,830	57,850	56,300	(1,550)	-3%
	730 IT Services	124,370	115,628	135,944	20,316	18%
	Software Maintenance Contracts	64,200	100,800	84,700	(16,100)	-16%
	<b>TOTAL CONTRACTS/SERVICES</b>	<b>385,710</b>	<b>408,408</b>	<b>460,402</b>	<b>51,994</b>	<b>13%</b>
800						
	800 Accreditation	1,440	1,440	1,440	0	0%
	810 Uniforms	35,000	40,000	41,000	1,000	3%
	820 Radio parts and labor	33,036	31,037	33,504	2,467	8%
	830 Firearms Trng and Ammo	6,500	7,000	7,000	0	0%
	835 Tasers	15,000	15,000	20,000	5,000	33%
Acct. No	Category	2023 Adopted	2024 Adopted	2025 Proposed	\$ Increase/ 2024-2025	% Increase
	840 Training & Prof. Dues	60,000	67,000	69,375	2,375	4%
	850 Travel	7,000	7,000	9,500	2,500	36%
	860 Recruiting Costs	7,000	7,000	13,000	6,000	86%
	870 Criminal Investigations (CID)	3,720	3,320	2,500	(820)	-25%
	880 Contingency - Miscellaneous	25,000	25,000	30,000	5,000	20%
	892 Small Equipment	2,500	22,000	7,640	(14,360)	-65%
	<b>TOTAL OPERATIONS</b>	<b>196,196</b>	<b>225,797</b>	<b>234,959</b>	<b>9,162</b>	<b>4%</b>
	<b>TOTAL M&amp;O</b>	<b>6,794,233</b>	<b>7,577,100</b>	<b>7,936,966</b>	<b>359,866</b>	<b>5%</b>
OTHER FUNDS						
Acct. No	Category	2023 Adopted	2024 Adopted	2025 Proposed	\$ Increase/ 2024-2025	% Increase
1000						
	1000 Auto Replacement	160,000	140,000	144,000	4,000	3%
	<b>TOTAL VEHICLE REPLACEMENT</b>	<b>160,000</b>	<b>140,000</b>	<b>144,000</b>	<b>4,000</b>	<b>3%</b>
2000						
	Range storage container/banking fees	12,200				
	Radio System Upgrade	625,000				
	Roof & HVAC		149,700		(149,700)	-100.00%
	CAPER conversion			26,000	26,000	
	<b>TOTAL SPECIALCAPITAL ASSETS</b>	<b>637,200</b>	<b>149,700</b>	<b>26,000</b>	<b>(123,700)</b>	<b>-83%</b>
	<b>TOTAL OTHER FUNDS</b>	<b>797,200</b>	<b>289,700</b>	<b>170,000</b>	<b>(119,700)</b>	<b>-41%</b>
Category	2023 Adopted	2024 Adopted	2025 Proposed	\$ Increase/ 2024-2025	% Increase	
<b>GENERAL FUND</b>	<b>6,794,233</b>	<b>7,577,100</b>	<b>7,936,966</b>	<b>359,866</b>	<b>5%</b>	
<b>VEHICLE REPLACEMENT</b>	<b>160,000</b>	<b>140,000</b>	<b>144,000</b>	<b>4,000</b>	<b>3%</b>	
<b>SPECIAL CAPITAL ASSETS</b>	<b>637,200</b>	<b>149,700</b>	<b>26,000</b>	<b>(123,700)</b>	<b>-82.63%</b>	
	<b>(125,000)</b>					
	<b>512,200</b>	<b>149,700</b>	<b>26,000</b>	<b>(123,700)</b>	<b>-83%</b>	
<b>COMBINED TOTALS</b>	<b>7,466,433</b>	<b>7,866,800</b>	<b>8,106,966</b>	<b>240,166</b>	<b>3.05%</b>	



# FY25 Budget

Bunker Hill Village - Piney Point Village - Hunters Creek Village



Hunters Creek



Village



Hunters Creek



Village

# FY25 Budget Goals and Objectives

## Goals:

Hire, Develop and Maintain the **best qualified and experienced employees** to serve as Memorial Villages Police Department, Police Officers, Dispatchers and Professional Support Staff.

Provide and maintain the **best tools, technology, facilities and equipment** available for use by the MVPD in order to provide for a Safe Community, that is Free of Crime and the Fear of Crime.

## Objective:

Use Village Funds in the most effective and efficient manner possible in order to hire and retain employees by providing a competitive salary and benefit package, while at the same time providing staff with the latest technology, tools, equipment and support services that will allow personnel to provide the **highest level of Police Services and Protection**.



Hunters Creek

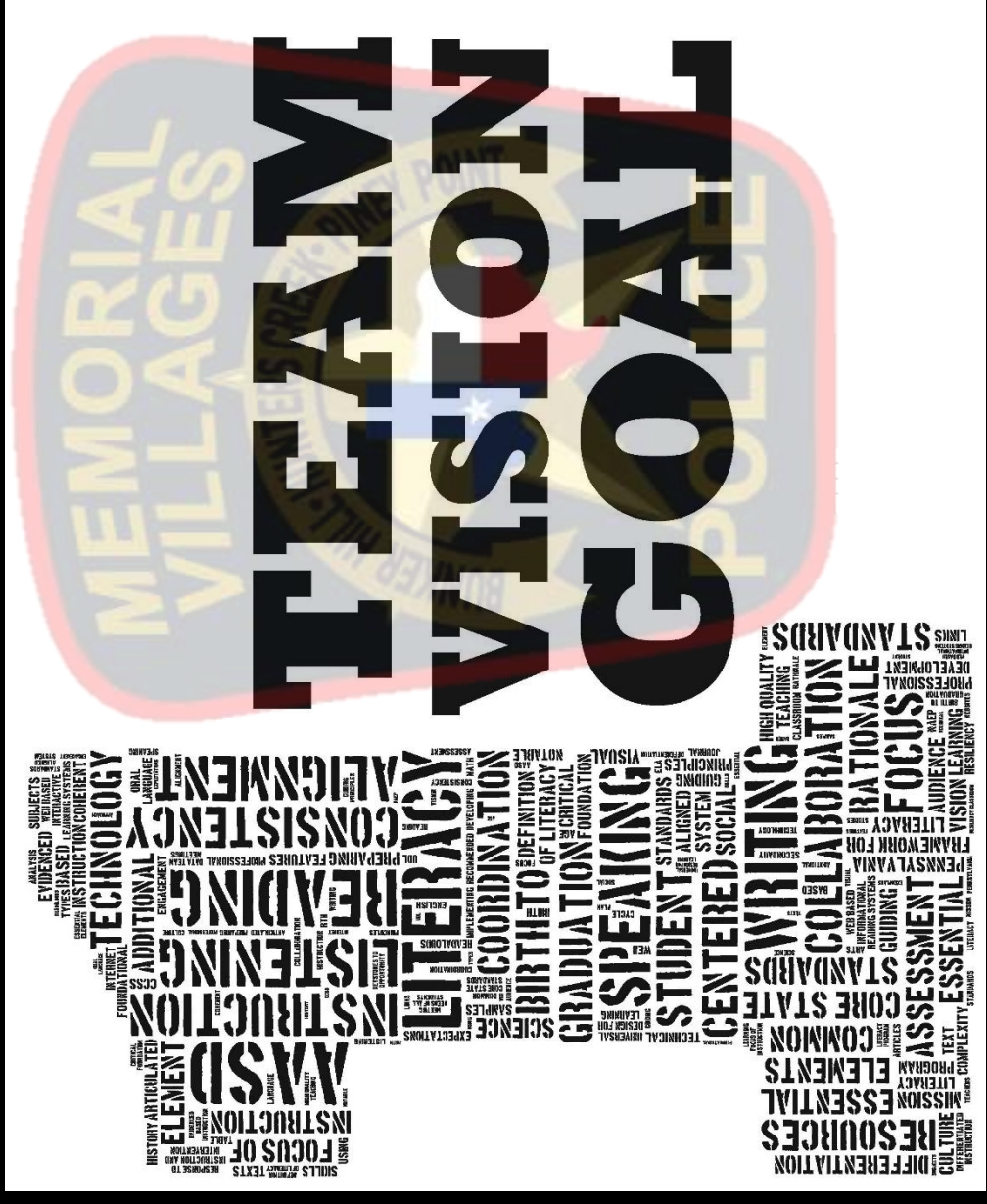


Village

# FY25 Budget

## Results from Previous Budgets

- Maintain Full Staffing
- Build the Brand
- Address Emerging Crime Issues
- Maximize Technology
- Enrich MVPD
- Partnerships



# FY25 Budget Proposal

## Proposed Total Budget Package for 2025

Personnel and Benefits \$6,744,765 (+4.3%)

Total Operations \$1,192,201 (+7.3%)

Total M&O \$7,936,966 (+4.74%)

Auto – \$144,000 (+3%)  
(Vehicles)

Proposed General Fund 2024 Budget – \$7,936,966 (+4.74%)

Total Budget GF + Capital = \$8,106,966 (+3.05%)

Cost per Village \$2,702,322

Increase of \$80,055 per village over FY24



Hunters Creek



Village

# FY25 Budget Proposal

## FY25 Budget Adjustments

Electricity service

TML

General Maintenance Contracts

- IOSO – I.T. Vendor
- AXON – In car video, BWC, Auto Tagging
- Drone – Flight OP’s Software
- Trackstar – Vehicle tracking

Equipment

- Uniforms/Vests
- RAD

Training/Travel

Landscaping



Hunters Creek



Village



Hunters Creek



Village

# FY25 Budget

## Continuing Investment in Our Personnel

### Salary Increase

- Base Salary Adjustment – Civilian 5.5%  
– Sworn 4.0%
- 1% Merit STEP

### 2025 Average Salary w/pay incentives:

Sergeant	\$120,300
Patrol Officer	\$ 98,595
Dispatcher	\$ 66,776



Hunters Creek



Village

# Capital Projects 2023-2025

The Memorial Villages Police Department administration had identified three capital projects that needed funding from participating cities over a 3-year period.

These projects included:

- **Radio System Upgrade/Replacements - 2023 Project**  
**(Project was Under Cost Estimates) REFUND**
- Roof Replacement                      2024 Project
- HVAC Replacement
- **CAD/RMS/ARS Replacement    2025 Project**

Revised 2025 Project Estimate  
CAD/RMS/ARS:        \$26,000





Hunters Creek



Village

# FY25 Capital Project Expenditure

May include applying existing fund balances

CAD/RMS/ARS

Cost of Project

\$26,000



Proposed General Fund 2025 Budget – \$ 8,106,966

Cost per Village \$ 2,702,322





Hunters Creek



Village

# FY25 Capital Project Expenditure

## Vehicle Replacement

### Summary

2023 Vehicle Budget - \$160,000	Number of vehicles – 3
2024 Vehicle Budget - \$140,000	Number of vehicles – 3
2023 Vehicles actual cost w/upfit - \$183,950.93	
2024 Vehicles actual cost w/upfit - \$199,574.95	
2024 Total vehicle Replacement Funds (from all sources) \$332,648.58	
2024 Expenditures YTD \$201,513.36	
2024 Pending Expenditures (3 2023 Tahoe's + Upfit) \$152,248.60	
Balance (-\$21,113.37) * incl's sale of 2 Durango's	

FY25 Vehicle Replenishment Funding.  
\$144,000.00 to support the purchase and upfitting of unmarked vehicles.





Hunters Creek



Village

# Investing in Public Safety = Investing in the Community



**VILLAGES INDEPENDENCE DAY Parade**

Starts 10:00 am  
 11000 Greenway Lane  
 Chapelwood, TX 77055  
 Christ van Coyleford

5K/10K Run and Walk  
 Starts 8:00 am  
 11000 Greenway Lane  
 Chapelwood, TX 77055

Event: Enclosed on Piney Point Rd.  
 For more information, visit [www.memorialvillages.gov](http://www.memorialvillages.gov) or contact [tracy@memorialvillages.gov](mailto:tracy@memorialvillages.gov)

**LOW Inaugural 5K RUN, WALK & ROLL**

SATURDAY OCT 14

To Support The LOW Foundation, 501-C3  
 Start @:  
 Chapelwood UMC  
 11000 Greenway Lane  
 Piney Point Village  
 Houston, TX 77055

LOW FOUNDATION  
 www.lowfoundation.org

MEMORIAL VILLAGES POLICE DEPARTMENT PRESENTS

**LOW STROLL**

JULY 13 2023  
 CHAPELWOOD UMC  
 11000 GREENWAY  
 7:00 PM - 9:00 PM

STAY COOL WITH 50% OFF  
 @ CHAPELWOOD  
 JOE BRINE & CANNED ITEM DONATION

**R.A.D. RAPE Agression DEFENSE SYSTEMS**



**R.A.D. FOR SENIORS SYSTEMS**

MEMORIAL VILLAGES FOOD TRUCK

**PRODECO**

ROCKY LUMBER

Where: Chapelwood United Methodist Church  
 When: Sunday, April 1, 2023 Time: 10am - 2pm

Lock safety

Chapelwood  
 1100 Greenway Street  
 Houston, Texas 77055

**BACK TO THE 80S MUSIC BINGO**

eclesia

AGES 18 AND UP ONLY! NO DRUGS  
 NO ALCOHOL! NO BANNERS!  
 7-9 PM  
 ALL AGES WELCOME!  
 MEET US AT THE BINGO!  
 1100 Greenway Street  
 Houston, TX 77055

SPONSORED BY MEMORIAL VILLAGES POLICE DEPARTMENT

**TRUNK OR TREAT**

@ MYPP PARKING LOT

SATURDAY, OCTOBER 28th

6:00 PM - 8:00 PM

Christian Science Church  
 15539 Memorial Dr.  
 Houston, TX 77058

TRUNKS - COSTUME - POP TRUCKS - GHOST HOUSES - CRYPTID HOUSES & LOTS OF TREATS!

Trunk or Treat!



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve the proposed FY2025 Village Fire Department Budget.

**EXHIBITS:** VFD FY2025 Proposed Budget

---

**Village Fire Department  
2025 Proposed Budget**

% Delta  
From 2024

**CAPITAL EXPENDITURES:**

**Capital Expenditures TOTAL**

\$146,600.00

**PERSONNEL EXPENDITURES:**

Payroll	6,880,875
Benefit	1,647,660

**Personnel Expenditures TOTAL**

\$8,528,535.00

**OPERATIONAL EXPENDITURES**

Red Trucks & Saving Lives	344,630
Dispatch	11,200
Fire Prevention - Fire Marshal's Office	5,600
Fire Station	215,010
Office	57,550
Professional Services	164,115
Training	91,300
Maintenance	270,800
Events & Other	40,580

**Operating Expenditures TOTAL**

\$1,200,785.00

**Subtotal**

\$9,875,920

**CAPITAL REPLACEMENT ASSESSMENT**

200,000

\$200,000

**TOTAL BUDGET TO BE ASSESSED**

\$10,075,920.00

**1.64%**

**EMS Revenue Contribution**

250,000

**Total Assessments and Contributions to Village Fire Department**

**\$10,325,920.00**

**4.16%**

# Capital Replacement Fund Schedule

Option to show \$200,000 contribution for 2025, then increasing 85,000 each year beginning 2026

Vehicles	Life (years)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
2017 Ladder	15											
2020 Pumper 1	20											
2008 Pumper 2	20											
2014 Deputy Chief's Vehicle	10			150,000.00		1,950,635.07						
2019 Fire Chief's Vehicle	10							90,000.00				
2020 Utility Vehicle	10											
2023 Medic 1	10	186,710.00										
2023 Medic 2	10	186,710.00										
2014 Medic 3	10											
2012 Reserve Medic												
2017 Fire Marshal's Vehicle	10						300,000.00					
			sell (see below)									
				90,000.00								
<b>Total to be spent for Vehicles</b>		<b>373,420.00</b>	<b>0.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>2,040,635.07</b>	<b>300,000.00</b>	<b>90,000.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,400,000.00</b>

SCBA Equipment	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
SCBA Equipment	10		225,000.00							
<b>Total to be spent for SCBA Equipment</b>		<b>0.00</b>	<b>225,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Balance	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Beginning Cash-AP	220,314.00	128,969.00	841,982.79	953,181.97	1,513,039.72	194,678.53	643,256.07	1,368,574.23	2,209,557.26	3,224,097.60	
Planned Budgeted Annual Contribution	200,000.00	400,000.00	200,000.00	285,000.00	370,000.00	455,000.00	540,000.00	625,000.00	710,000.00	795,000.00	
Additional Contributions	0.00	238,054.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
EMS Revenue	3,946.00	21,959.79	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Revenue from sale or trade-in	0.00	21,959.79	36,199.18	24,857.76	17,273.88	8,577.54	20,318.16	35,983.03	54,540.34	32,462.68	
Disbursements	(295,291.00)	(4,000.00)	(375,000.00)	0.00	85,000.00	35,000.00	5,000.00	5,000.00	0.00	0.00	
Ending Cash	128,969.00	841,982.79	953,181.97	1,513,039.72	194,678.53	643,256.07	1,368,574.23	2,209,557.26	3,224,097.60	4,400,000.00	
\$85,000 annual increase beginning in 2026											



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve the Village Fire Department 2023 Audit.

**EXHIBITS:** VFD FY2023 Audit

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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve a request to change the street address from 587 Voss Road to 10801 Long Shadow Lane within the City.  
**EXHIBITS:** Address Change Request & Draft Letters

---

April 24, 2024

Jessica Pierce  
Hunters Creek Village  
1 Hunters Creek Place  
Hunters Creek Village, TX 77024

Dear Jessica Pierce,

I am the current owner of 587 Voss Drive, and I am planning on constructing a new home on the property. I would like to request a change of address from 587 Voss to 10801 Long Shadow. All the current setbacks would remain the same.

Sincerely,

A handwritten signature in blue ink, appearing to read "Scott Leichtenberg". The signature is fluid and cursive, with the first name "Scott" written in a larger, more prominent script than the last name "Leichtenberg".

Scott Leichtenberg as Manager of Prytania Properties, LLC



**MAYOR**  
Jim Pappas

# CITY OF HUNTERS CREEK VILLAGE

**COUNCIL**  
Stuart Marks  
Fidel Sapien  
Linda S. Knox  
Chip Cowell  
Jay Carlton



**CITY ADMINISTRATOR**  
Tom Fullen- MPA, CPM

May 29, 2024

Scott Leichtenberg  
587 Voss Road  
Houston, Texas 77024

Re: Change of address for 587 Voss Road in the City of Hunters Creek Village

Dear Scott,

The City of Hunters Creek Village has received your request to change the address of your property from 587 Voss Road to 10801 Long Shadow Lane. The City has no objection to the change. However, before the change can be implemented, you will need to contact various utilities, taxing authorities, and public service departments requesting the change and provide the City with confirmation of their acceptance. **\*Address change does not remove/change current yard setback requirements.**

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

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

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

CenterPoint Energy (Gas)  
Houston, Texas 77012  
Deborah Wright, 713 207-7745

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

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

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

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

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

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

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

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

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

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

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

Sincerely,

Tom Fullen  
City Administrator

/tf

DRAFT

May 29, 2024

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

Old Address: 587 Voss Road

New Address: 10801 Long Shadow Lane

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

Thank you for your attention to this matter.

Sincerely,

\_\_\_\_\_  
Company or Agency

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to schedule a Budget Workshop date for the City's FY2025 Budget.

**EXHIBITS:**

---



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve the renewal of the City's State of Texas Cooperative Purchasing Program (CO-OP) membership.

**EXHIBITS:** Email for renewal

---

## 60 Day - TxSmartBuy Membership Invoice

TxSmartBuy Members <members@cpa.texas.gov>

Mon 4/15/2024 11:34 PM

To: Jessica Pierce <jessica@cityofhunterscreek.com>



**TOM FULLEN  
CITY OF HUNTERS CREEK VILLAGE  
TOM FULLEN  
1 HUNTERS CREEK PLACE**

**HOUSTON, Texas 77024**

### **Invoice -First Notice**

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

Account number: **M0515**  
Authorized signers: TOM FULLEN. JESSICA HUBERTUS

Primary contact email: tfullen@cityofhunterscreek.com  
Secondary contact email: JHubertus@cityofhunterscreek.com

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

**Texas SmartBuy annual membership participation fee: \$100**

**Due Date:** 6/14/2024

To Submit your payment, [login to TxSmartBuy](#), navigate to Membership Details and select Submit Payment.

**Note:** Payment must be received by the due date to ensure uninterrupted access to Texas SmartBuy statewide contacts. Questions? Please contact our office at 512-463-3368 or [members@cpa.texas.gov](mailto:members@cpa.texas.gov)



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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion regarding vehicle tarps.

**EXHIBITS:**

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

**AGENDA DATE:** May 28, 2024  
**AGENDA SUBJECT:** Discussion and possible action to approve a

**Texas finding that CenterPoint Energy Houston Electric, LLC's requested increase to its electric transmission and distribution rates and charges within the city should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and GCCC legal counsel.**

**EXHIBITS:** Resolution

---

## **MODEL STAFF REPORT REGARDING CENTERPOINT'S REQUESTED RATE CHANGE**

### **PURPOSE:**

On March 6, 2024, CenterPoint Energy Houston Electric, LLC (“CenterPoint” or “Company”) filed an application with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by \$60 million per year. CenterPoint asks the City to approve an increase of \$17 million in retail transmission and distribution rates (an increase of about 1%) and \$43 million in wholesale transmission rates (an increase of about 6.6%). According to CenterPoint, the impact on an average residential customer would be an increase of about \$1.25 per month.

In a prior City action, CenterPoint’s rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with the Gulf Coast Coalition of Cities (“GCCC”), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of experts engaged by GCCC, CenterPoint’s request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by CenterPoint.

### **Explanation of “Be It Resolved” Sections:**

1. This paragraph finds that the Company’s application is unreasonable and should be denied.
2. This section requires CenterPoint to maintain its existing rates within the City.
3. This section states that GCCC’s reasonable rate case expenses shall be reimbursed by CenterPoint within 30 days of presentation of an invoice to CenterPoint.
4. This section recites that the Resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.
5. This section provides that the City will notify counsel for CenterPoint and counsel for GCCC of the City’s action by sending a copy of the approved and signed Resolution to each counsel.

**RESOLUTION NO. 2024-\_\_\_**

**A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND GCCC LEGAL COUNSEL**

**WHEREAS**, on or about March 6, 2024, CenterPoint Energy Houston Electric, LLC ("CenterPoint" or "Company"), pursuant to PURA §§ 33.001 and 36.001 filed with the City of Hunters Creek Village, Texas ("City") a Statement of Intent to change electric delivery rates in all municipalities exercising original jurisdiction within its service area, effective April 10, 2024; and

**WHEREAS**, the City is an electric utility customer of CenterPoint and a regulatory authority with exclusive original jurisdiction over the rates and charges of CenterPoint within the City; and

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

**WHEREAS**, GCCC is an intervenor in the parallel proceeding at the Public Utility Commission of Texas to review CenterPoint's filing; and

**WHEREAS**, the City, in a reasonably noticed meeting that was open to the public, considered the Company's application; and

**WHEREAS**, pursuant to its exclusive original jurisdiction over CenterPoint's rates and operations within city limits, the City previously suspended the effective date of the Company's requested rate increase; and

**WHEREAS**, PURA § 33.023 provides that costs incurred by cities in ratemaking activities are to be reimbursed by the regulated utility; and

**WHEREAS**, the City's attorneys and consultants recommend that the City deny the application.

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

SECTION 1. That the rates proposed by CenterPoint in an application submitted to the City by CenterPoint on or about March 6, 2024, are hereby found to be unreasonable, and are denied.

SECTION 2. That the Company shall continue to charge its existing rates for transmission and distribution service to customers with the City.

SECTION 3. That GCCC's reasonable rate case expenses shall be reimbursed by CenterPoint within 30 days of presentation of an invoice to CenterPoint.

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

SECTION 5. A copy of this Resolution shall be sent to CenterPoint, care of Patrick Peters, CenterPoint Energy, Inc., 1005 Congress Avenue, Suite 650, Austin, Texas 78701 (patrick.peters@centerpointenergy.com), and to Roslyn Dubberstein at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (rdubberstein@lglawfirm.com).

PASSED AND APPROVED this \_\_\_ day of May, 2024.

\_\_\_\_\_  
Jim Pappas, Mayor

**ATTEST:**

\_\_\_\_\_  
Tom Fullen, City Administrator  
Acting City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Timothy Kirwin, City Attorney