

**MAYOR**  
Jim Pappas

# CITY OF HUNTERS CREEK VILLAGE

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



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

Notice is hereby given of a regular meeting of the City Council of Hunters Creek Village, Texas, to be held on **Tuesday, January 28, 2025 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) and/or employees 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. 1-7**
  - 2. Police Commissioner Monthly Report **Pgs. 8-30**
  - 3. Fire Commissioner Monthly Report **Pgs. 31-37**
  - 4. Building Official Monthly Report **Pgs. 38-40**
  - 5. City Engineer Monthly Report **Pgs. 41-42**
  - 6. City Administrator Report
  - 7. Mayor and Council Reports and Comments
- E. **CONSENT AGENDA** *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*

1. Approval of the Minutes of the Regular Meeting on December 10, 2024. [Pgs. 43-46](#)
2. Approval of the Cash Disbursement Journal for December 2024. [Pgs. 47-49](#)

F. REGULAR AGENDA

1. Discussion and possible action to direct Planning and Zoning to review and make a recommendation on a request from the First Congregational Church to amend the Specific Use Permit to Install a Plaza Cover. [Pgs. 50-53](#)
2. Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election May 3, 2025, for the purpose of electing three (3) Council Members (Mayor, Position Nos. 4, and 5); and providing details relating to the holding of the election. [Pgs. 54-56](#)
3. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, the City Council has reviewed the City's Investment Policy and investment strategies; and making other provisions related to the subject. [Pgs. 57-74](#)
4. Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas, amending the City's 2024 budget to adjust individual line items to reflect actual expenditures providing for severability; and containing other provisions relating to the subject. [Pgs. 75-84](#)
5. Discussion and possible action regarding the City's 2025 Arbor Day program. [Pgs. 85-87](#)
6. Discussion and possible action to appoint Jessica Pierce as the Assistant City Secretary. [Pg. 88](#)

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: January 22, 2025 at 3:00 p.m. and remained so posted continuously for at least 72 hours before said meeting was convened.

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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 [fullen@cityofhunterscreek.com](mailto:fullen@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  
November 30, 2024**

Prepared by: J Matelske, Tax Assessor/Collector

A. Current Taxable Value    \$ 3,690,332,209

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

		Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Original Levy 0.205164	\$	7,328,047.49	\$ 6,846,627.30	\$ 14,174,674.79
Carryover Balance		-	175,635.55	175,635.55
Adjustments		243,165.25	155,735.05	398,900.30
Adjusted Levy		7,571,212.74	7,177,997.90	14,749,210.64
Less Collections Y-T-D		293,477.75	7,032,014.63	7,325,492.38
Receivable Balance	\$	<u>7,277,734.99</u>	<u>\$ 145,983.27</u>	<u>\$ 7,423,718.26</u>

C. COLLECTION RECAP:

		Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Current Month:				
Base Tax	\$	280,765.67	\$ 1.84	\$ 280,767.51
Penalty & Interest		-	96.84	96.84
Attorney Fees		-	-	-
Other Fees		-	-	-
Total Collections	\$	<u>280,765.67</u>	<u>\$ 98.68</u>	<u>\$ 280,864.35</u>

		Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Year-To-Date:				
Base Tax:	\$	293,477.75	\$ 7,032,014.63	\$ 7,325,492.38
Penalty & Interest		-	57,672.49	57,672.49
Attorney Fees		-	6,343.09	6,343.09
Other Fees		-	3,193.52	3,193.52
Total Collections	\$	<u>293,477.75</u>	<u>\$ 7,099,223.73</u>	<u>\$ 7,392,701.48</u>

Percent of Adjusted Levy		<u>3.88%</u>		<u>97.64%</u>
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**City of Hunters Creek Village  
Monthly Tax Office Report  
December 31, 2024**

Prepared by: J Matelske, Tax Assessor/Collector

A. Current Taxable Value    \$ 3,683,462,116

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

	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Original Levy 0.205164	\$ 7,328,047.49	\$ 6,846,627.30	\$ 14,174,674.79
Carryover Balance	-	175,635.55	175,635.55
Adjustments	229,090.83	154,969.42	384,060.25
Adjusted Levy	7,557,138.32	7,177,232.27	14,734,370.59
Less Collections Y-T-D	2,658,525.74	7,042,001.25	9,700,526.99
Receivable Balance	<u>\$ 4,898,612.58</u>	<u>\$ 135,231.02</u>	<u>\$ 5,033,843.60</u>

C. COLLECTION RECAP:

	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Current Month:			
Base Tax	\$ 2,365,047.99	\$ 9,986.62	\$ 2,375,034.61
Penalty & Interest	-	2,452.40	2,452.40
Attorney Fees	-	2,496.95	2,496.95
Other Fees	31.78	-	31.78
Total Collections	<u>\$ 2,365,079.77</u>	<u>\$ 14,935.97</u>	<u>\$ 2,380,015.74</u>

	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Year-To-Date:			
Base Tax:	\$ 2,658,525.74	\$ 7,042,001.25	\$ 9,700,526.99
Penalty & Interest	-	60,124.89	60,124.89
Attorney Fees	-	8,840.04	8,840.04
Other Fees	31.78	3,193.52	3,225.30
Total Collections	<u>\$ 2,658,557.52</u>	<u>\$ 7,114,159.70</u>	<u>\$ 9,772,717.22</u>

Percent of Adjusted Levy	<u>35.18%</u>		<u>129.32%</u>
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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (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	-1,184.66	6,982,370.89	-78,430.11	1.11 %
<a href="#">100-00-41005</a>	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	-386.50	62,169.11	47,169.11	414.46 %
<a href="#">100-00-41010</a>	FRANCHISE TAXES	400,000.00	400,000.00	61,601.93	349,995.62	-50,004.38	12.50 %
<a href="#">100-00-41015</a>	SALES TAXES	650,000.00	650,000.00	75,397.84	758,673.50	108,673.50	116.72 %
<a href="#">100-00-41020</a>	MIXED DRINK TAX	20,000.00	20,000.00	3,355.92	29,645.86	9,645.86	148.23 %
<a href="#">100-00-41040</a>	PENALTIES/INTEREST	15,000.00	15,000.00	-41.26	60,704.07	45,704.07	404.69 %
<a href="#">100-00-42035</a>	BUILDING PERMITS	325,000.00	325,000.00	62,058.60	470,022.32	145,022.32	144.62 %
<a href="#">100-00-42036</a>	CONTRACTOR REGISTRATION	0.00	0.00	1,050.00	2,550.00	2,550.00	0.00 %
<a href="#">100-00-42044</a>	CREDIT CARD PROCESSING FEE	2,000.00	2,000.00	0.00	1,887.48	-112.52	5.63 %
<a href="#">100-00-43056</a>	EMS	50,000.00	50,000.00	52,585.48	67,160.18	17,160.18	134.32 %
<a href="#">100-00-43057</a>	CHILD SAFETY FEES	4,000.00	4,000.00	312.95	4,352.90	352.90	108.82 %
<a href="#">100-00-43070</a>	METRO RECEIPTS	325,000.00	325,000.00	37,698.92	400,290.07	75,290.07	123.17 %
<a href="#">100-00-44025</a>	TRAFFIC FINES	150,000.00	150,000.00	16,654.05	251,084.34	101,084.34	167.39 %
<a href="#">100-00-44027</a>	COURT TECHNOLOGY FUND	2,500.00	2,500.00	316.05	4,925.90	2,425.90	197.04 %
<a href="#">100-00-44028</a>	COURT SECURITY FUND	3,500.00	3,500.00	390.00	5,956.17	2,456.17	170.18 %
<a href="#">100-00-46030</a>	INTEREST INCOME	200,000.00	200,000.00	42,270.01	624,860.71	424,860.71	312.43 %
<a href="#">100-00-48040</a>	BURGLAR ALARM PERMITS	0.00	0.00	0.00	-1,628.19	-1,628.19	0.00 %
<a href="#">100-00-48045</a>	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	37,240.79	2,240.79	106.40 %
<a href="#">100-00-48055</a>	OTHER INCOME	10,000.00	10,000.00	550.00	35,769.77	25,769.77	357.70 %
<a href="#">100-00-48061</a>	OPIOID ABATEMENT TRUST FUND	0.00	0.00	0.00	898.20	898.20	0.00 %
	<b>Revenue Total:</b>	<b>9,267,801.00</b>	<b>9,267,801.00</b>	<b>352,629.33</b>	<b>10,148,929.69</b>	<b>881,128.69</b>	<b>9.51 %</b>
<b>Expense</b>							
<a href="#">100-01-71000</a>	SALARIES & WAGES	644,356.00	644,356.00	49,998.25	651,519.18	-7,163.18	-1.11 %
<a href="#">100-01-71001</a>	LONGEVITY	6,042.00	6,042.00	5,358.00	5,358.00	684.00	11.32 %
<a href="#">100-01-71002</a>	457B	12,887.00	12,887.00	975.82	12,539.15	347.85	2.70 %
<a href="#">100-01-71025</a>	TMRS	140,663.00	140,663.00	12,280.74	145,301.75	-4,638.75	-3.30 %
<a href="#">100-01-71030</a>	PAYROLL TAXES	49,782.00	49,782.00	3,282.13	48,628.02	1,153.98	2.32 %
<a href="#">100-01-71105</a>	INSURANCE BENEFITS	129,268.00	129,268.00	10,786.94	108,838.16	20,429.84	15.80 %
<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	405.34	7,241.52	2,758.48	27.58 %
<a href="#">100-01-72055</a>	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	306.53	8,270.44	229.56	2.70 %
<a href="#">100-01-72060</a>	TELEPHONE	19,100.00	19,100.00	1,728.91	15,672.11	3,427.89	17.95 %
<a href="#">100-01-72061</a>	TRAVEL & TRAINING	10,000.00	10,000.00	365.00	4,845.78	5,154.22	51.54 %
<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	900.00	8,875.00	1,325.00	12.99 %
<a href="#">100-01-72065</a>	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	1,008.62	791.38	43.97 %
<a href="#">100-01-72090</a>	MEMBERSHIPS & SUBSCRIPTIONS	5,200.00	5,200.00	418.46	4,179.31	1,020.69	19.63 %
<a href="#">100-01-72108</a>	GEN LIABILITY/PROP/WC INS	24,933.00	24,933.00	595.00	23,929.78	1,003.22	4.02 %
<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	2,314.00	-314.00	-15.70 %
<a href="#">100-01-75040</a>	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	5,342.40	-342.40	-6.85 %
<a href="#">100-01-76010</a>	COMPUTER SOFTWARE SERVICES	16,207.00	16,207.00	0.00	12,133.93	4,073.07	25.13 %
<a href="#">100-01-78056</a>	BANK FEES	1,000.00	1,000.00	-0.76	175.62	824.38	82.44 %
<a href="#">100-01-78115</a>	PUBLIC RELATIONS	15,000.00	15,000.00	5,168.30	12,394.38	2,605.62	17.37 %
<a href="#">100-02-72042</a>	CONSULTING SERVICES	25,000.00	25,000.00	3,396.21	25,931.87	-931.87	-3.73 %
<a href="#">100-02-72085</a>	TAX COLLECTOR/ASSESSOR	60,000.00	60,000.00	10,920.00	66,978.00	-6,978.00	-11.63 %
<a href="#">100-02-72120</a>	AUDITOR	19,293.00	19,293.00	0.00	11,030.00	8,263.00	42.83 %
<a href="#">100-02-72300</a>	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %

Budget Report

For Fiscal: 2024 Period Ending: 12/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">100-02-72310</a>	CITY ATTORNEY	50,000.00	50,000.00	765.00	22,308.50	27,691.50	55.38 %
<a href="#">100-02-72502</a>	CITY ENGINEER	78,750.00	78,750.00	1,220.00	38,800.06	39,949.94	50.73 %
<a href="#">100-02-78504</a>	TCEQ PHIII STORMWATER PERMIT	5,000.00	5,000.00	1,165.00	5,894.02	-894.02	-17.88 %
<a href="#">100-03-72001</a>	VILLAGE FIRE DEPARTMENT	2,205,750.00	2,205,750.00	91,906.29	2,205,751.07	-1.07	0.00 %
<a href="#">100-03-72005</a>	MEMORIAL VILLAGES POLICE DEPT.	2,622,267.00	2,622,267.00	0.00	2,622,266.67	0.33	0.00 %
<a href="#">100-04-72015</a>	GARBAGE SERVICE	606,375.00	606,375.00	42,769.42	470,463.62	135,911.38	22.41 %
<a href="#">100-04-72021</a>	STREET LIGHTS-CITY	60,000.00	60,000.00	5,416.85	59,502.77	497.23	0.83 %
<a href="#">100-04-72057</a>	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	104.92	1,445.53	554.47	27.72 %
<a href="#">100-04-72062</a>	TRAVEL/TRAINING - PW	8,500.00	8,500.00	399.00	3,959.34	4,540.66	53.42 %
<a href="#">100-04-72070</a>	MOSQUITO FOGGING CONTRACT	14,470.00	14,470.00	963.00	16,371.00	-1,901.00	-13.14 %
<a href="#">100-04-72091</a>	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	55.00	55.00	945.00	94.50 %
<a href="#">100-04-72205</a>	UNIFORMS-PW	3,600.00	3,600.00	242.33	3,085.84	514.16	14.28 %
<a href="#">100-04-72500</a>	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	6,960.00	55,640.00	4,360.00	7.27 %
<a href="#">100-04-72520</a>	TRUCK MAINTENANCE	15,000.00	15,000.00	1,310.73	13,166.17	1,833.83	12.23 %
<a href="#">100-04-72530</a>	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	0.00	6,263.12	-2,763.12	-78.95 %
<a href="#">100-04-72540</a>	MOWING CONTRACT	75,000.00	75,000.00	3,813.00	78,121.93	-3,121.93	-4.16 %
<a href="#">100-04-72541</a>	CONTRACT LABOR	25,000.00	25,000.00	2,125.00	21,282.00	3,718.00	14.87 %
<a href="#">100-04-72560</a>	LANDSCAPING	30,000.00	30,000.00	2,137.95	19,019.13	10,980.87	36.60 %
<a href="#">100-04-75510</a>	RENTAL/PURCHASE EQUIPMENT	10,000.00	10,000.00	183.66	11,317.35	-1,317.35	-13.17 %
<a href="#">100-04-75550</a>	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	612.50	2,387.50	79.58 %
<a href="#">100-04-76500</a>	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	8,020.14	95,790.84	4,209.16	4.21 %
<a href="#">100-04-78050</a>	BUILDING MAINTENANCE	30,000.00	30,000.00	663.20	36,397.44	-6,397.44	-21.32 %
<a href="#">100-04-78051</a>	JANITORIAL SERVICE BLDG MAINTEN...	10,474.00	10,474.00	1,701.30	10,057.80	416.20	3.97 %
<a href="#">100-04-78063</a>	STORM DISASTER FUND	300,000.00	300,000.00	1,102.83	68,398.81	231,601.19	77.20 %
<a href="#">100-04-78540</a>	URBAN FORESTER	10,000.00	10,000.00	0.00	4,960.00	5,040.00	50.40 %
<a href="#">100-04-78544</a>	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	458.33	4,726.28	-1,726.28	-57.54 %
<a href="#">100-05-73000</a>	JUDGES & PROSECUTORS	40,000.00	40,000.00	6,770.00	45,237.50	-5,237.50	-13.09 %
<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	0.00	744.00	-244.00	-48.80 %
<a href="#">100-05-73030</a>	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	0.00	1,820.12	679.88	27.20 %
<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	917.55	1,382.45	60.11 %
<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	125.00	125.00	1,375.00	91.67 %
<a href="#">100-05-73044</a>	CREDIT CARD FEES	2,500.00	2,500.00	265.06	2,276.18	223.82	8.95 %
<a href="#">100-05-73045</a>	COURT TAX PD TO STATE	65,000.00	65,000.00	0.00	66,845.34	-1,845.34	-2.84 %
<a href="#">100-06-75041</a>	COMPUTER EQUIP. & SOFTWARE	8,500.00	8,500.00	0.00	28,168.40	-19,668.40	-231.39 %
<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>287,527.88</b>	<b>7,204,297.90</b>	<b>706,469.10</b>	<b>8.93 %</b>
	<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1,357,034.00</b>	<b>1,357,034.00</b>	<b>65,101.45</b>	<b>2,944,631.79</b>	<b>1,587,597.79</b>	<b>-116.99 %</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	29,567.00	72,771.83	127,228.17	63.61 %
<a href="#">200-01-75050</a>	REFORESTATION	20,000.00	20,000.00	0.00	2,995.84	17,004.16	85.02 %
<a href="#">200-01-75053</a>	OUTFALL REPAIRS	250,000.00	250,000.00	0.00	9,800.00	240,200.00	96.08 %
<a href="#">200-01-75058</a>	STORM SEWER IMPROVEMENTS	250,000.00	250,000.00	0.00	6,702.87	243,297.13	97.32 %
<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	176,150.26	465,567.51	-465,567.51	0.00 %
<a href="#">200-01-75066</a>	ESPLANADE BEAUTIFICATION	50,000.00	50,000.00	0.00	70,483.00	-20,483.00	-40.97 %
	<b>Expense Total:</b>	<b>805,000.00</b>	<b>805,000.00</b>	<b>205,717.26</b>	<b>628,321.05</b>	<b>176,678.95</b>	<b>21.95 %</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>805,000.00</b>	<b>805,000.00</b>	<b>205,717.26</b>	<b>628,321.05</b>	<b>176,678.95</b>	<b>21.95 %</b>

**Budget Report**

**For Fiscal: 2024 Period Ending: 12/31/2024**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<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>-140,615.81</b>	<b>2,316,310.74</b>	<b>3,379,659.74</b>	<b>317.83 %</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	352,629.33	10,148,929.69	881,128.69	9.51 %
Expense	7,910,767.00	7,910,767.00	287,527.88	7,204,297.90	706,469.10	8.93 %
<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1,357,034.00</b>	<b>1,357,034.00</b>	<b>65,101.45</b>	<b>2,944,631.79</b>	<b>1,587,597.79</b>	<b>-116.99 %</b>
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
Expense	805,000.00	805,000.00	205,717.26	628,321.05	176,678.95	21.95 %
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>805,000.00</b>	<b>805,000.00</b>	<b>205,717.26</b>	<b>628,321.05</b>	<b>176,678.95</b>	<b>21.95 %</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>-140,615.81</b>	<b>2,316,310.74</b>	<b>3,379,659.74</b>	<b>317.83 %</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	65,101.45	2,944,631.79	1,587,597.79
200 - CAPITAL IMPROVEMENTS (0:	-805,000.00	-805,000.00	-205,717.26	-628,321.05	176,678.95
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>-140,615.81</b>	<b>2,316,310.74</b>	<b>3,379,659.74</b>

**2024 Municipal Court Recap**

Month	Year 2022						Year 2023						Year 2024												
	Total Cases Filed		Retained by City		Revenues*		Citations vs Warnings		Total Cases Filed		Retained by City		Revenues*		Citations vs Warnings		Total Cases Filed		Retained by City		Revenues*		Citations vs Warnings		
	'C'	'W'					'C'	'W'							'C'	'W'							'C'	'W'	
Jan.	30	18	\$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	\$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	\$20,420	\$14,663	\$5,657	127	60	67	\$24,811	\$16,495	\$8,316	278	140	138	\$29,019	\$19,833	\$9,186								
April	120	60	\$18,034	\$5,749	\$12,285	166	70	96	\$16,709	\$11,396	\$5,313	281	140	141	\$25,022	\$17,188	\$7,834								
May	175	92	\$15,498	\$9,778	\$5,721	155	80	75	\$20,168	\$13,533	\$6,635	279	134	145	\$21,304	\$13,540	\$7,764								
June	133	87	\$17,689	\$12,246	\$5,443	130	72	58	\$20,621	\$13,271	\$7,350	203	93	110	\$21,522	\$14,445	\$7,077								
July	152	74	\$16,461	\$11,295	\$5,167	206	113	93	\$17,059	\$11,615	\$5,444	212	134	78	\$17,660	\$11,832	\$5,828								
Aug.	144	67	\$11,040	\$6,784	\$4,256	228	118	110	\$15,144	\$10,061	\$5,083	289	177	112	\$21,050	\$14,639	\$6,411								
Sept.	173	105	\$24,690	\$16,131	\$8,559	216	126	90	\$24,709	\$16,568	\$8,141	280	131	149	\$17,686	\$11,211	\$6,475								
Oct.	212	102	\$11,911	\$7,429	\$4,483	200	103	97	\$19,744	\$12,968	\$6,776	258	116	142	\$24,872	\$16,399	\$8,473								
Nov.	168	75	\$16,845	\$10,409	\$6,436	148	70	74	\$23,248	\$8,378	\$14,869	186	87	99	\$26,704	\$17,568	\$9,136								
<b>Dec.</b>	<b>167</b>	<b>76</b>	<b>\$14,358</b>	<b>\$9,073</b>	<b>\$5,285</b>	<b>251</b>	<b>124</b>	<b>126</b>	<b>\$14,188</b>	<b>\$9,572</b>	<b>\$4,616</b>	<b>186</b>	<b>82</b>	<b>104</b>	<b>\$16,797</b>	<b>\$10,762</b>	<b>\$6,035</b>								
<b>TOTAL</b>	<b>1789</b>	<b>916</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>2940</b>	<b>1476</b>	<b>1464</b>	<b>\$269,366</b>	<b>\$177,704</b>	<b>\$91,662</b>								
Monthly Avg	89.92	46.5	\$10,504.96	\$6,595.39	3901.33	245.00	94.08	92.42	\$19,260.87	\$12,232.17	\$7,028.62	245.00	123	122	\$22,447.17	\$14,808.63	\$7,638.50								

\*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



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

*Raymond Schultz*  
*Chief of Police*

January 13, 2025

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

During the month of December, MVPD responded/handled a total of 6,176 calls/incidents. 4,730 House Watch checks were conducted. 546 traffic stops were initiated with 570 citations being issued for 919 violations. (Note: 11 Assists in Hedwig, 81 in Houston, 4 in Spring Valley and 0 in Hillshire)

*Calls/Events by Village were:*

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1808/24548	1399/19569	0	176/138/314	8@4:34
Piney Point:	1830/19598	1437/14461	7	138/166/304	10@3:06
Hunters Creek:	2392/27723	1894/21515	5	162/138/300	11@3:17
				Cites/Warn/Total	29@3:35

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

Call Type	#	Call Type	#	Citations	#
False Alarms:	144	Ord. Violations:	27	Speeding:	105
Animal Calls:	23	Information:	18	Exp. Registration	246
ALPR Hits:	27	Suspicious Situation	108	Ins	105
Assist Fire:	51	Loud Party	15	No License	95
Assist EMS:	45	Welfare Checks:	11	Red Light	25
Accidents:	12			Fake Plate	24

*This month the department generated a total of 53 police reports.  
 BH-9, PP-22, HC-22, HOU-0, HED-0, SV-0*

Crimes Against of Persons (1)

Assault 1

Crimes Against Property (9)

Identity Theft/Fraud 3      Burglary of a Vehicle 1  
 Theft 5

Petty/Quality of Life Crimes/Events (43)

ALPR Hits (valid) 3      Emer. Order of Detention 1  
 Accidents 12      Possession of Marijuana 1  
 Warrants 5      Concealing Identity 1  
 DWI 1      Misc 19

Arrest Summary: Individuals Arrested (10)

Warrants 5      Felony 0  
 Class 3 Arrests 4      DWI 1



Budget YTD:	Expense	Budget	%
• Personnel Expense:	6,262,562	6,397,610	97.9%
• Operating Expense:	1,242,575	1,277,490	97.2%
• Total M&O Expenditures:	7,505,137	7,675,100	97.8%
• Capital Expenses:	538,372	540,000	99.7%
• Net Expenses:	8,043,510	8,215,100	98.0%

Follow-up on Previous Month Items/Requests from Commission

- New Police Commissioner Ms. Gigi Joiner was confirmed by Piney Point City Council.

Personnel Changes/Issues/Updates

- Officers completed the selection process for our sergeant vacancy. An assessment center was held on 12/18/24. Officer Andy Kukowski finished as the top candidate and is currently training with Sergeant Jarvis on nightshift.
- New Telecommunicator Marcus Zamudio completed the hiring process and started on January 4, 2025.
- Detectives are currently performing a preliminary background on an officer candidate/applicant.

Major/Significant Events

- 12/23/24 officers were dispatched to the 11500 Block of Memorial Drive in reference to a road rage incident with the victim being followed by an aggressive driver. Officers were able to locate the female victim as she was being chased by the suspect. The driver was found to be intoxicated and was placed under arrest. Through investigation, officers determined that the male was chasing the females after he had previously hit their vehicle and then exited his vehicle making very sexually explicit comments to the women in the other vehicle. It is believed that the male would have harmed the women had they not called 911.

Status Update on Major Projects

- The new POE message switch project was completed, and cutover was successful on December 15-16, 2024.
- One of the new Tahoe's had the upfitting of new equipment completed and is currently awaiting graphics. The other two vehicles are scheduled for upfitting the week of January 6, 2025.

Community Projects

- MVPD and the MVPF held the annual department Holiday Party at the Westin Hotel on December 7, 2024. The gathering was much appreciated by all attendees and their guests.
- The MVPF set up a new holiday light and music display in front of Bunker Hill City Hall. The automated program played each night at 6, 7 and 8 pm.
- MVPD assisted with Twinkle Light Parade on December 19, 2024. The event was well attended with the largest after party attendance ever at MDPC.

V-LINC new registrations in December +19

BH – 1726(+1)  
 PP – 1204 (+5)  
 HC – 1715 (+12)  
 Out of Area – 636 (+1)

# MVPD – VFD Monthly Response Times Report

December 2024

## 911/Emergency Designated Calls - EMS and Fire

Total	12@3:23
Bunker Hill	4@3:50
Piney Point	4@3:51
Hunters Creek	4@2:29

## EMS Only

Total	11@3:31
Bunker Hill	4@3:50
Piney Point	4@3:51
Hunters Creek	3@2:35

## Fire Only

Total	1@1:53
Bunker Hill	0@0:00
Piney Point	0@0:00
Hunters Creek	1@1:53

## Radio Calls – Fire Assist

Total	40@4:11
Bunker Hill	11@3:32
Piney Point	15@4:10
Hunters Creek	14@4:52

## Radio Calls – EMS Assist

Total	8@5:24
Bunker Hill	2@3:45
Piney Point	1@8:47*
Hunters Creek	5@5:22

\*Subject fainted

## 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
736 Voss	No	Door Pry
8525 Katy	Yes	Smash&Grab
323 Hunters Trail	No	Rear Window
9 Tokeneke Trl	No	Rear Window

## 2024 Robberies

Address	MO
1 Smithdale Estates	Implied



Daytime Burglary



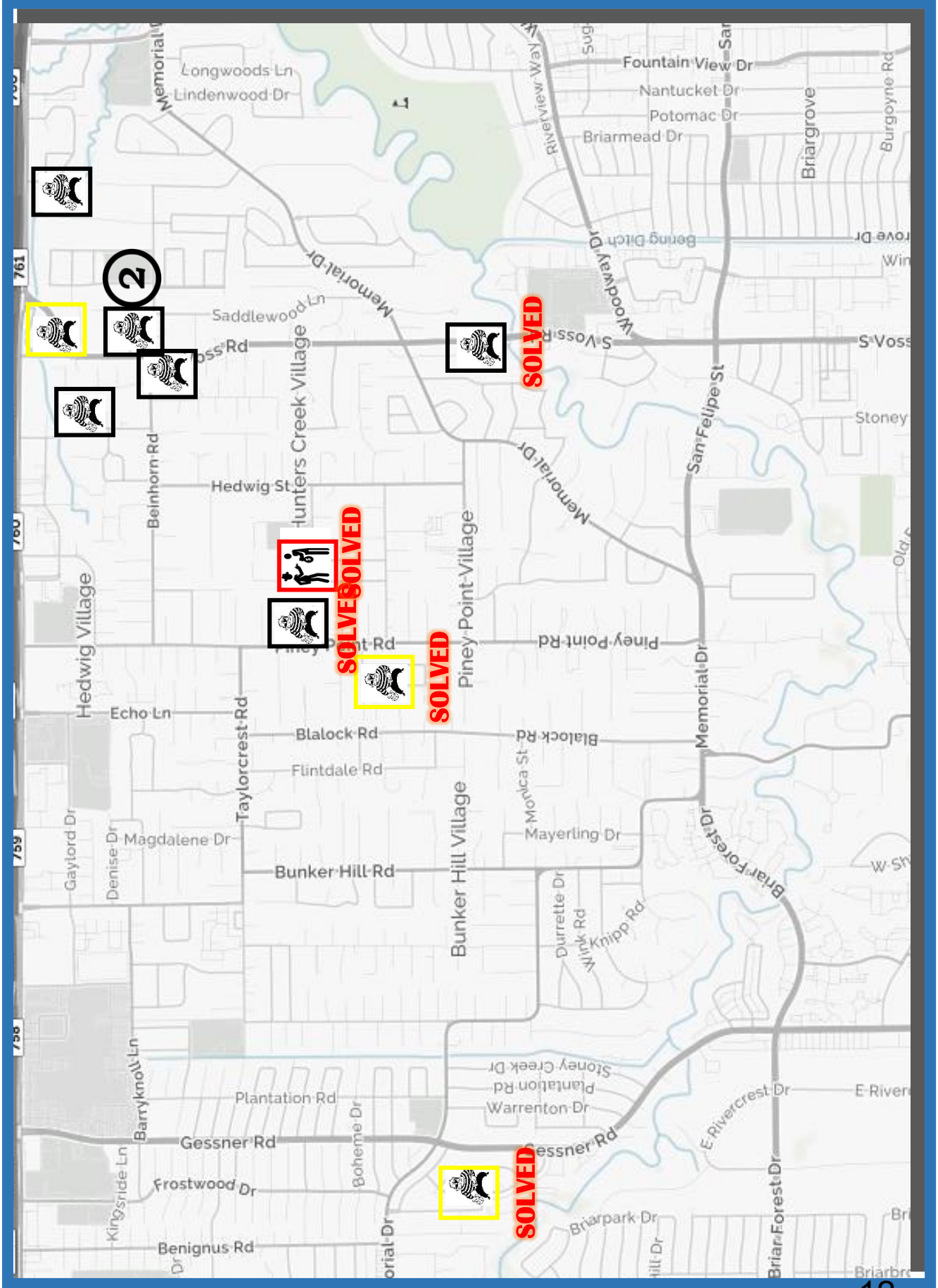
Nighttime Burglary



Robbery

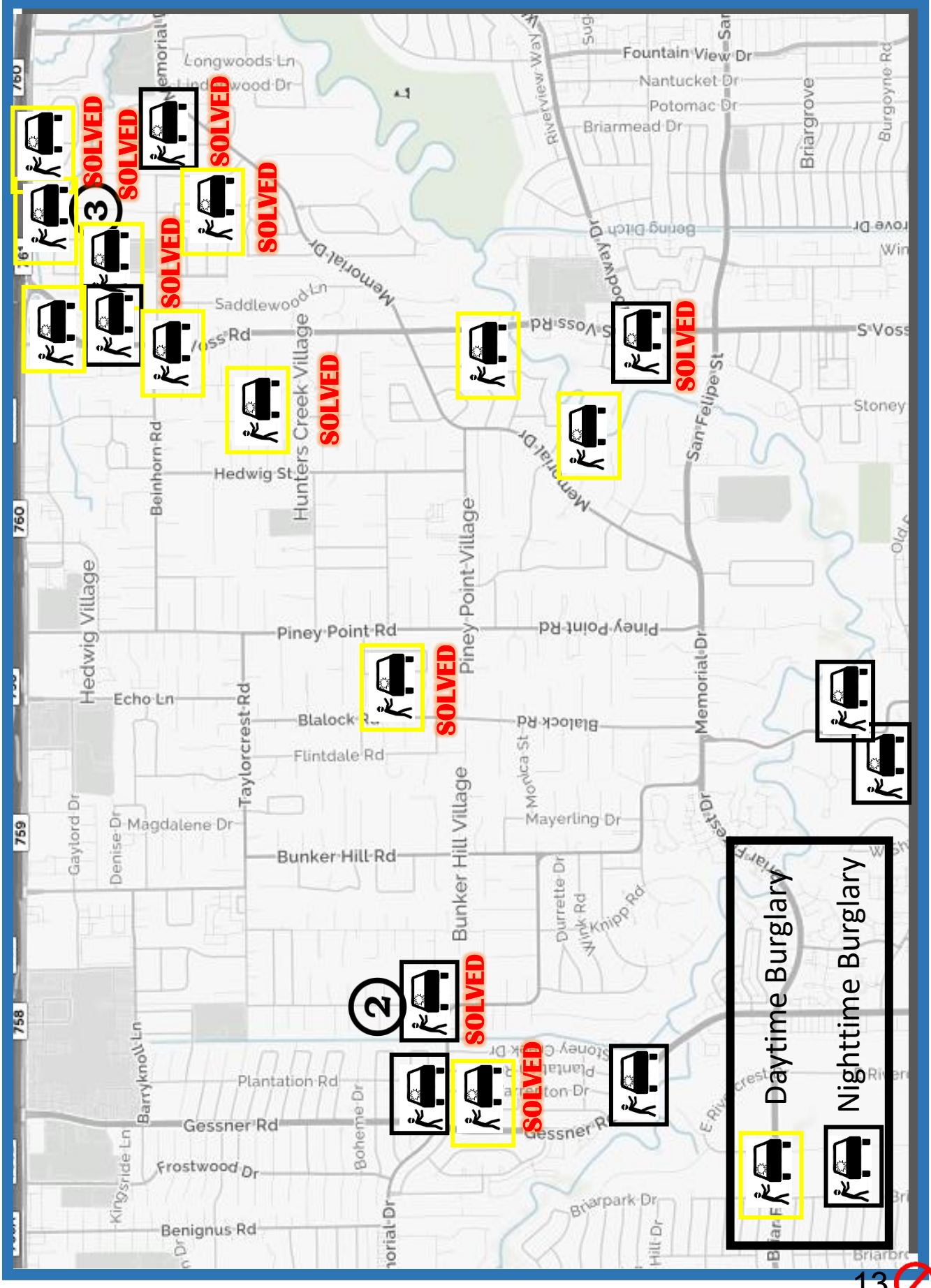


12/31/24



# 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
7 Hunters Ridge	UNL
218 Tamerlaine	UNL
8400 Hunters Creek Drive	UNL
114 Willowend	Win
10700 Marsha	UNK
709 Kuhlman	Win
7614 River Point	UNL
4 Voss Park	UNL
267 Plantation	UNL
11911 Laurie Ln	UNL
327 Knipp Forest	UNL
8429 Katy Fwy	Win*
818 Flint River	UNL



Lock/Win Punch



Blue Entry = Actual  
Location Unknown  
Underlined Contractor


**SOLVED**  
12/31/24




Hedwig  7

Bunker Hill 

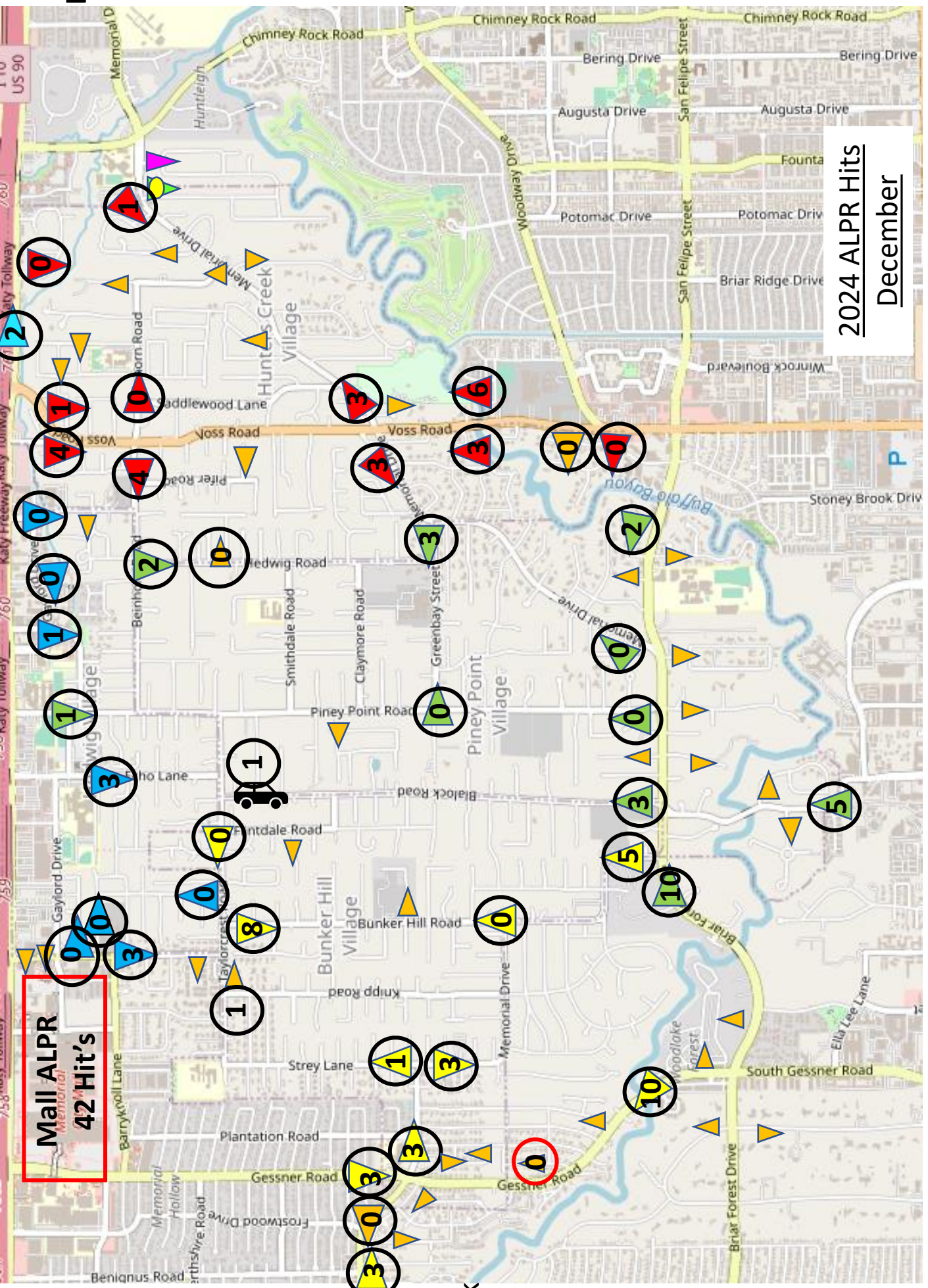
Piney Point 

Hunters Creek 

Frequent Mobile Locations 


Total Hits  14

**Mail ALPR**  
**42 Hit's**



**2024 ALPR Hits**  
**December**

Lindenwood HOA 

Longwoods HOA 

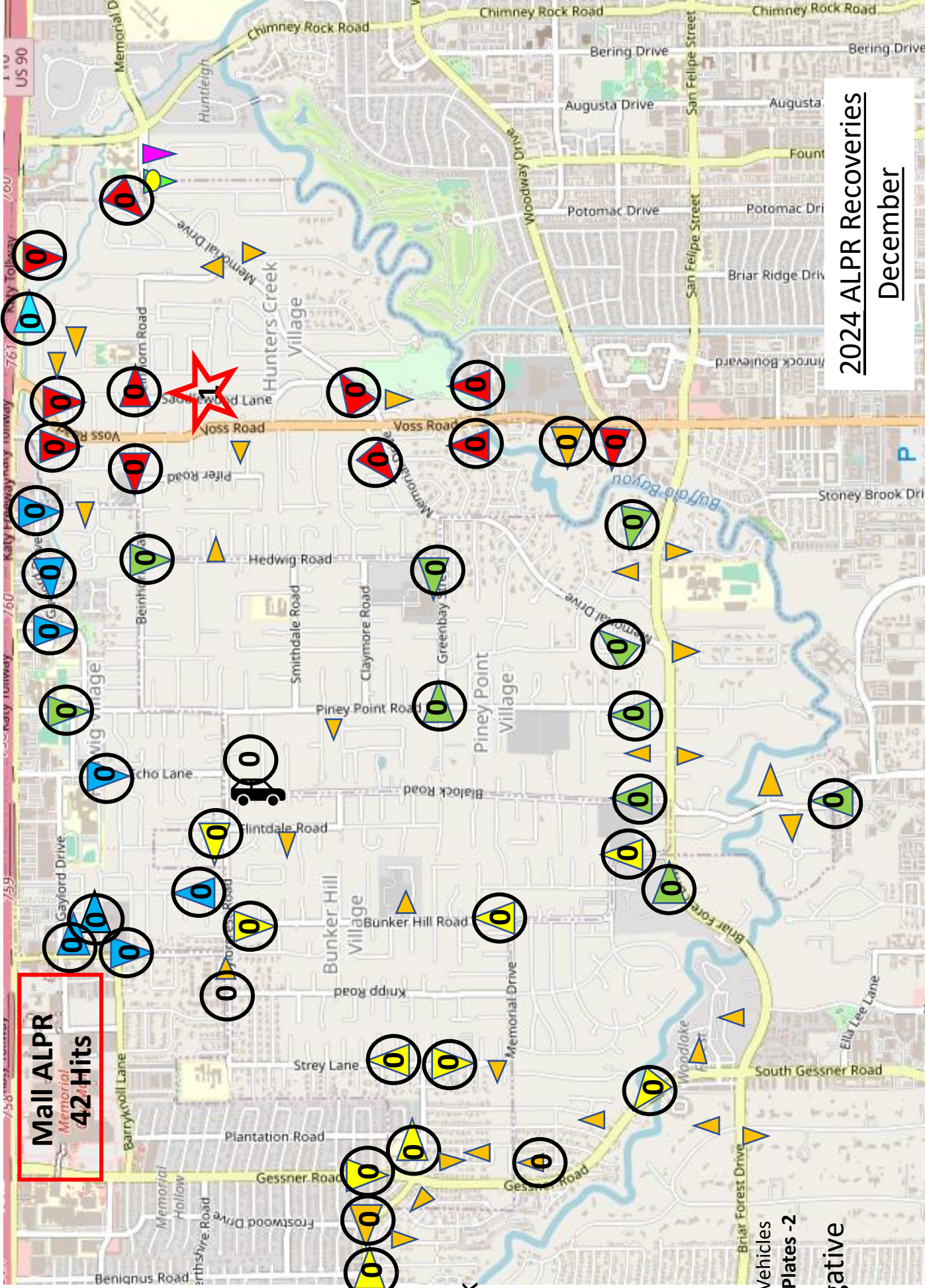
US Coins 

In Process 


HOA Systems-32 


12/31/24 








Lindenwood HOA 

Longwoods HOA 

US Coins 

In Process 

HOA Systems 

12/31/24 


2024 ALPR Recoveries  
December

Mail ALPR  
42 Hits

Hedwig 

Bunker Hill 

Piney Point 

Hunters Creek 

Frequent Mobile Locations 

 Recovered Vehicles  
Recovered Plates - 2

 Investigative Leads

## 2025 Total Incidents

2025	Crimes Against Persons	Crimes Against Property	Quality of Life Incidents	Total	Arrests	Incidents	House Checks	YTD BH INC	YTD BH HC	YTD PP INC	YTD PP HC	YTD HC INC	YTD HC HC
January	1	15	56	72	16	4171	2668	1543	1139	1014	626	1391	902
February	0	14	54	68	20	4168	2666	1332	959	1012	631	1592	1076
March	1	13	60	74	23	6259	4710	2168	1794	1440	1027	2418	1886
April	1	13	79	93	18	5090	3410	1664	1201	1168	746	1997	1462
May	4	12	65	81	18	6629	4830	1970	1483	1711	1259	2712	2086
June	0	4	80	84	20	7668	6287	2486	2119	2028	1650	2956	2517
July	0	10	43	53	10	10,509	8911	3503	3100	3114	2623	3725	3188
August	1	5	54	60	13	6,685	5109	2288	1875	1701	1269	2433	1963
September	2	4	79	85	22	6,049	4441	2175	1748	1393	981	2266	1711
October	2	11	66	79	15	5,848	4084	2054	1571	1580	1051	2024	1460
November	0	7	54	61	11	5,165	3,712	1557	1181	1607	1161	1817	1370
December	1	9	41	53	10	6176	4730	1808	1399	1830	1437	2392	1894
<b>Total</b>	<b>13</b>	<b>117</b>	<b>731</b>	<b>863</b>	<b>196</b>	<b>74417</b>	<b>55558</b>	<b>24548</b>	<b>19569</b>	<b>19598</b>	<b>14461</b>	<b>27723</b>	<b>21515</b>

2024 Totals	17	165	707	890	182	70947	54496	23709	19196	18915	14104	26305	20685
Difference	-4	-48	24	-27	14	3470	1062	839	373	683	357	1418	830
% Change	-23%	-29.00%	3.00%	-3.00%	8%								









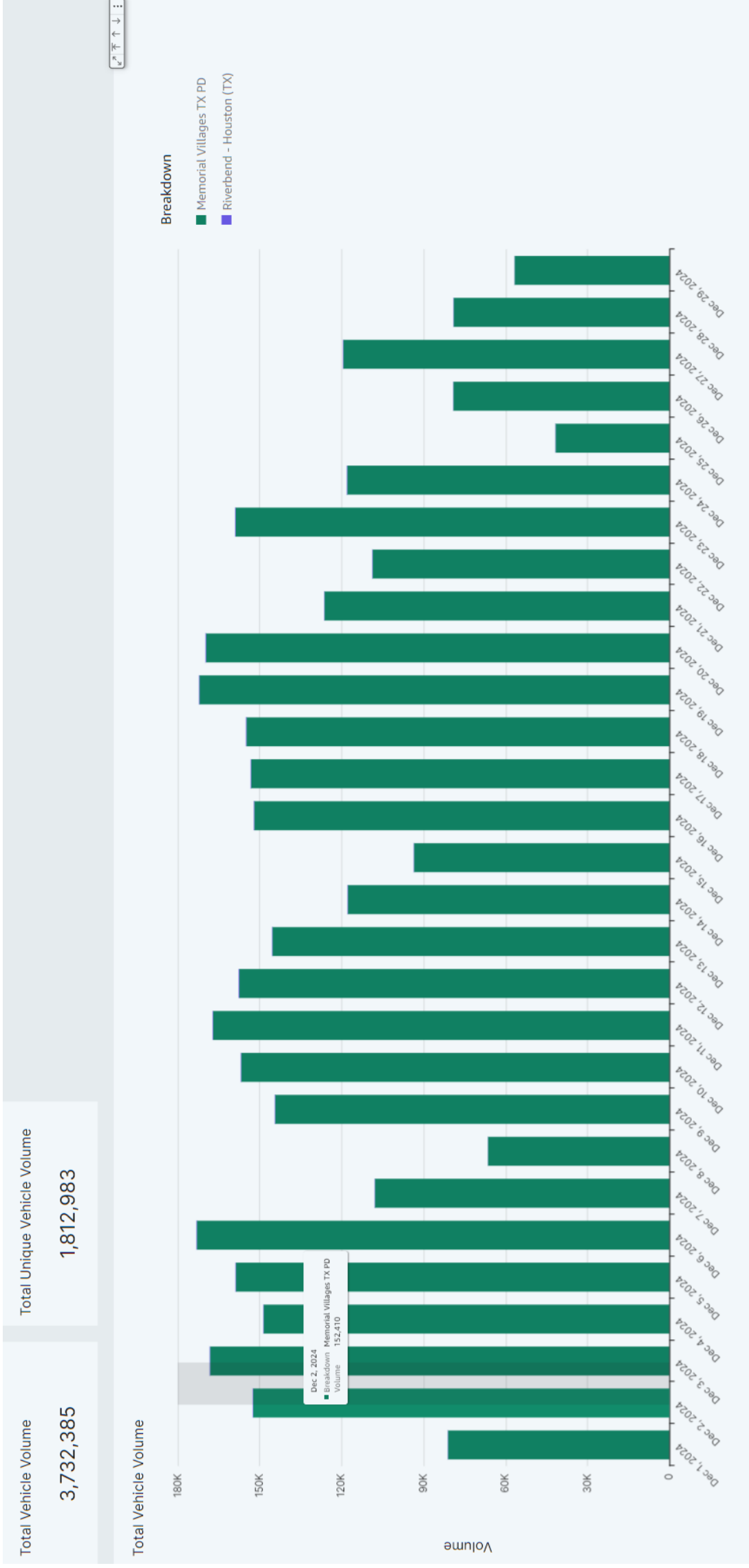
# December 2024 ALPR REPORT



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

## Total Reads 3,732,385



Total Vehicle Volume  
3,732,385

Total Unique Vehicle Volume  
1,812,983



# All Categories – All Hotlists

**Controls**

Date Range: 2024/12/01 - 2024/12/31

Timeframe: Day

Category: All

Alert Sources: All

Hot List Reason: All

Show Hits By: Source Type

Visual Type: Bar Chart

Cameras: All

Networks: All

**Total Hotlist Alerts**

840

**Official Hotlist Alerts**

90

**Your Custom Hotlist Alerts**

No data

**Other Custom Hotlist Alerts on Your Networks**

750

**Total Alerts by Topic**

Topic	Alerts
Non Owned Custom Hotlist Alert	750
Stolen Plate	28
Protection Order	23
Gang or Suspected Terrorist	20
Sex Offender	12
Stolen Vehicle	5
Missing Person	2

**Total Hits**

Legend: Non-Owned Custom Hotlist Alerts (Green), Official Hotlist Alerts (Purple)

Date	Non-Owned Custom Hotlist Alerts	Official Hotlist Alerts
Dec 1, 2024	20	2
Dec 2, 2024	25	2
Dec 3, 2024	25	2
Dec 4, 2024	20	2
Dec 5, 2024	25	2
Dec 6, 2024	20	2
Dec 7, 2024	20	2
Dec 8, 2024	20	2
Dec 9, 2024	25	2
Dec 10, 2024	35	2
Dec 11, 2024	40	2
Dec 12, 2024	45	2
Dec 13, 2024	5	2
Dec 14, 2024	30	2
Dec 15, 2024	45	2
Dec 16, 2024	25	2
Dec 17, 2024	40	2
Dec 18, 2024	30	2
Dec 19, 2024	25	2
Dec 20, 2024	10	2
Dec 21, 2024	35	2
Dec 22, 2024	40	2
Dec 23, 2024	40	2
Dec 24, 2024	15	2
Dec 25, 2024	10	2
Dec 26, 2024	15	2
Dec 27, 2024	25	2
Dec 28, 2024	10	2
Dec 29, 2024	15	2

# Top 6 Categories

**Controls**

Date Range: 2024/12/01 - 2024/12/31

Category: All

Alert Sources: All

Timeframe: Day

Hot List Reason: Custom Hotlist Alert, Gang or Suspected Terrorist, Missing Pers...

Show Hits By: Source Type

Cameras: All

Visual Type: Bar Chart

Networks: All

Topic	Alerts
Stolen Plate	28
Protection Order	23
Gang or Suspected Terrorist	20
Stolen Vehicle	5
Missing Person	2

Total Hotlist Alerts

78

Official Hotlist Alerts

78

Your Custom Hotlist Alerts

No data

Other Custom Hotlist Alerts on Your Networks

No data

Date	Total Hits
Dec 1, 2024	1
Dec 2, 2024	4
Dec 3, 2024	1
Dec 4, 2024	4
Dec 5, 2024	1
Dec 6, 2024	2
Dec 7, 2024	2
Dec 8, 2024	2
Dec 9, 2024	3
Dec 10, 2024	3
Dec 11, 2024	4
Dec 12, 2024	2
Dec 13, 2024	4
Dec 14, 2024	11
Dec 15, 2024	11
Dec 16, 2024	1
Dec 17, 2024	2
Dec 18, 2024	1
Dec 19, 2024	6
Dec 20, 2024	2
Dec 21, 2024	11
Dec 22, 2024	11
Dec 23, 2024	1
Dec 24, 2024	2
Dec 25, 2024	2
Dec 26, 2024	2
Dec 27, 2024	2
Dec 28, 2024	2
Dec 29, 2024	2

# Sex Offenders

**Controls**

Date Range: 2024/12/01 - 2024/12/31

Timeframe: Day

Category: All

Alert Sources: All

Hot List Reason: Sex Offender

Cameras: All

Networks: All

Show Hits By: Source Type

Visual Type: Bar Chart

**Total Hotlist Alerts**

12

**Official Hotlist Alerts**

12

**Your Custom Hotlist Alerts**

No data

**Other Custom Hotlist Alerts on Your Networks**

No data

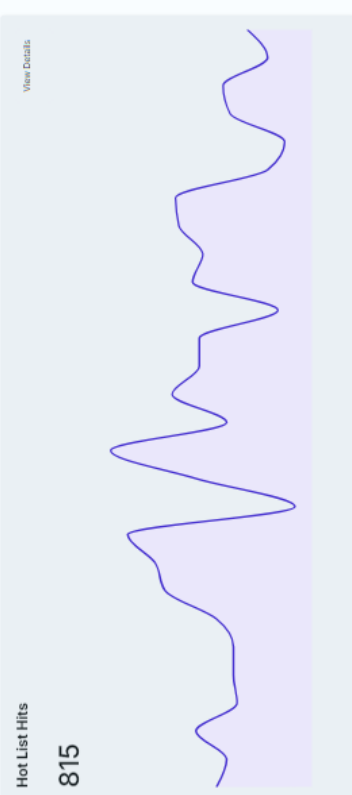
**Total Alerts by Topic**

Topic	Alerts
Sex Offender	12

Date	Total Hits
Dec 1, 2024	3
Dec 4, 2024	2
Dec 7, 2024	1
Dec 11, 2024	1
Dec 13, 2024	3
Dec 15, 2024	1

# Summary Report

## Insights Dashboard



**Device Sharing**  
Shared with  
Lewisville TX PD,  
Sansom Park TX PD,  
and 581 others

Access Levels  
Search  
Hotlist Tool Access

**Device Status**

[← Previous Device](#)

**38 / 38 ?**  
Devices Online

Device Name	Battery	Latency
#01 Inbound, Riverview Way, EB	93%	16.65 s

[Next Device >](#)



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

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

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

Private Systems monitored by MVPD

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

Greyton Lane NA  
 Calico NA  
 Windemere NA  
 Mott Lane

Kensington NA  
 Stillforest NA

Farnham Park  
 Riverbend NA  
 Pinewood NA  
 Hampton Court

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

Yellow = Bunker Hill

Green = Piney Point

Red = Hunters Creek

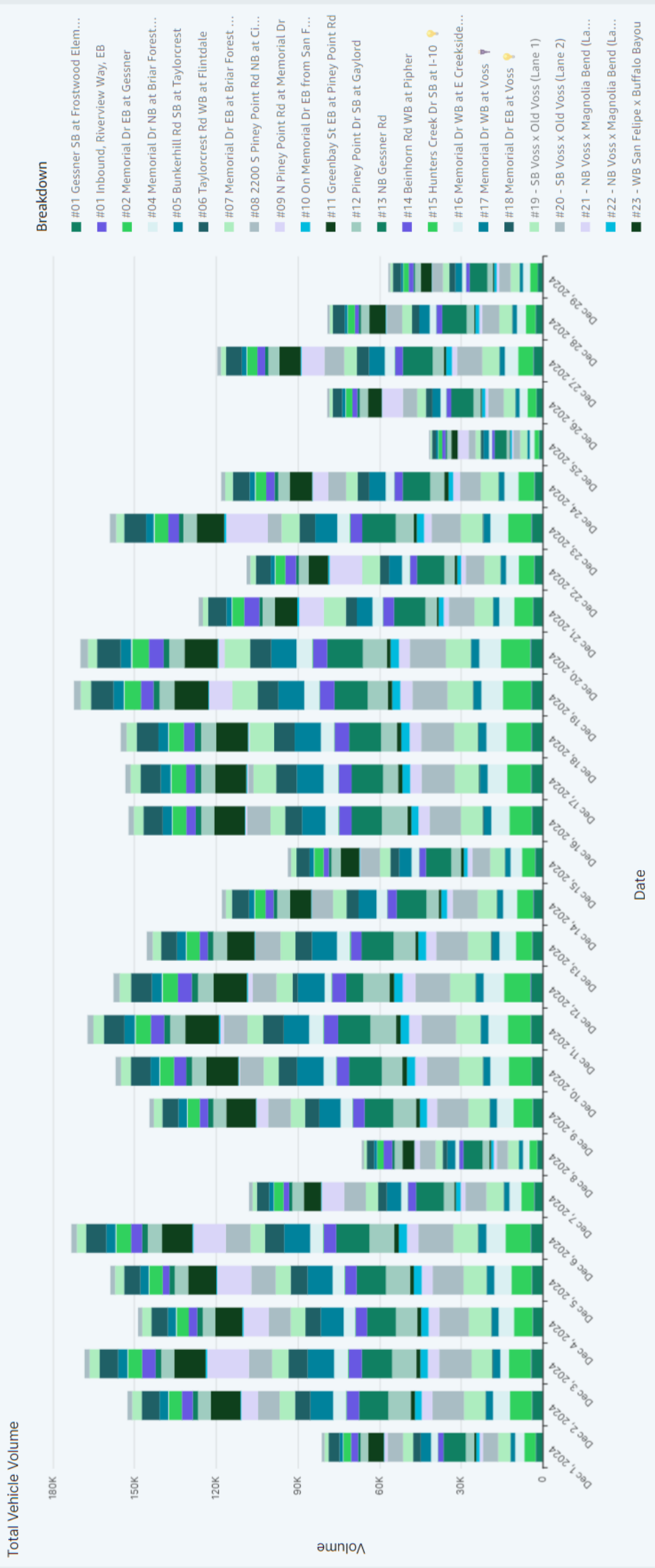
Blue = MVPD Mobile

Purple = Privately Owned Systems



Total Vehicle Volume  
**3,732,385**

Total Unique Vehicle Volume  
**1,812,983**



groupbysummary	Sum of Volume
#13 NB Gessner Rd	296387
#08 2200 S Piney Point Rd NB at City Limit	275765
#23 - WB San Felipe x Buffalo Bayou	259764
#07 Memorial Dr EB at Briar Forest	204266
#17 Memorial Dr WB at Voss	202964
#02 Memorial Dr EB at Gessner	192641
#12 Piney Point Dr SB at Gaylord	173016
#31 EB Memorial Dr near Tealwood	172975
#20 - SB Voss x Old Voss (Lane 2)	167301
#19 - SB Voss x Old Voss (Lane 1)	157637
#04 Memorial Dr NB at Briar Forest	156245
#21 - NB Voss x Magnolia Bend (Lane 1)	148973
#18 Memorial Dr EB at Voss	141566
#24 - NB Blalock x Memorial	126217
#28 MVPD Station S/B Memorial Drive	122891
#16 Memorial Dr WB at E Creekside Dr	107856
#14 Beinhorn Rd WB at Pipher	105548
#27 Unit 181 Blalock S/B at Taylorcrest	98276
#01 Gessner SB at Frostwood Elementary	96594
#09 N Piney Point Rd at Memorial Dr	85319
#32 WB Greenbay @ Memorial Dr	77073
#30 EB Beinhorn Rd @ Voss Rd	72567
#05 Bunkerhill Rd SB at Taylorcrest	64907
#10 On Memorial Dr EB from San Felipe	64792
Strey NB at Memorial	46806
#26 - SB Hedwig x Beinhorn	46266
#11 Greenbay St EB at Piney Point Rd	33063
#22 - NB Voss x Magnolia Bend (Lane 2)	9661
#29 - Riverbend Main Entrance	7255
#06 Taylorcrest Rd WB at Flintdale	6507
#15 Hunters Creek Dr SB at I-10	6336
#01 Inbound, Riverview Way, EB	4951
<b>Grand Total</b>	<b>3732385</b>

'Volume' by 'groupbysummary'

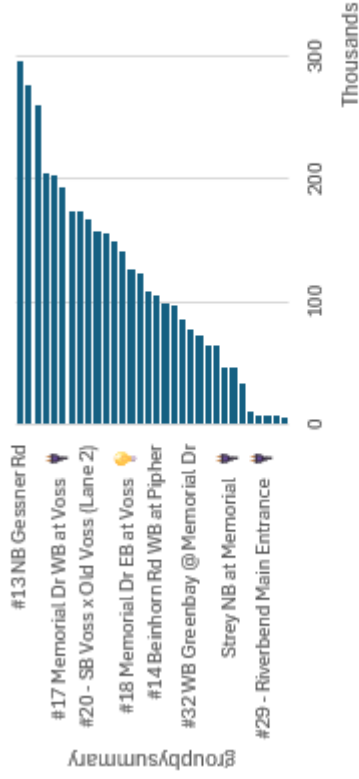


Plate Reads  
By Location

Total Hotlist Alerts

828

Official Hotlist Alerts

78

Your Custom Hotlist Alerts

No data

Other Custom Hotlist Alerts on Your Networks

750

Total Alerts by Topic

Topic	Alerts
Non Owned Custom Hotlist Alert	750
Stolen Plate	28
Protection Order	23
Gang or Suspected Terrorist	20
Stolen Vehicle	5
Missing Person	2



# Hits By Camera

Total Reads – 3,732,385

Unique Reads – 1,812,983

Hits- 90

6 Top Hits – 78

Hotlist – 2

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

groupingselector	Sum of Total Hits
#07 Memorial Dr EB at Briar Forest	10
#13 NB Gessner Rd	10
#05 Bunkerhill Rd SB at Taylorcrest	8
#04 Memorial Dr NB at Briar Forest	5
#08 2200 S Piney Point Rd NB at City Limit	5
#19 - SB Voss x Old Voss (Lane 1)	4
#14 Beinhorn Rd WB at Pipher	4
#02 Memorial Dr EB at Gessner	3
#24 - NB Blalock x Memorial	3
#21 - NB Voss x Magnolia Bend (Lane 1)	3
#17 Memorial Dr WB at Voss	3
#28 MVPD Station S/B Memorial Drive	3
#18 Memorial Dr EB at Voss	3
#31 EB Memorial Dr near Tealwood	3
#01 Gessner SB at Frostwood Elementary	3
#23 - WB San Felipe x Buffalo Bayou	2
Strey NB at Memorial	1
#27 Unit 181 Blalock S/B at Taylorcrest	1
#20 - SB Voss x Old Voss (Lane 2)	1
#06 Taylorcrest Rd WB at Flintdale	1
#12 Piney Point Dr SB at Gaylord	1
#16 Memorial Dr WB at E Creekside Dr	1
<b>Grand Total</b>	<b>78</b>



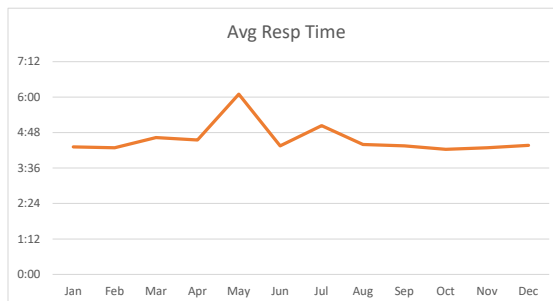
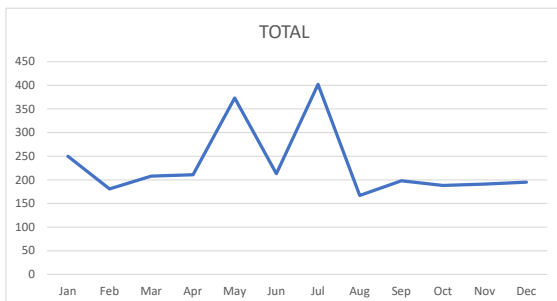
Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

December 2024 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>250</b>	<b>181</b>	<b>208</b>	<b>211</b>	<b>373</b>	<b>213</b>	<b>402</b>	<b>167</b>	<b>198</b>	<b>188</b>	<b>191</b>	<b>195</b>	<b>2777</b>
Abdominal Pain	0	1	1	2	4	3	2	2	1	5	1	1	23
Allergic Reaction	2	1	2	2	1	1	0	2	1	3	0	2	17
Animal Bite	0	0	1	0	0	0	0	2	0	0	0	0	3
Apartment Fire	0	0	0	0	0	0	1	0	0	0	0	0	1
Assault	0	1	1	0	1	1	0	0	2	1	0	0	7
Automatic Aid	3	2	3	4	1	0	0	0	0	1	2	0	16
Automatic Aid- Apartment Fire	13	6	13	10	4	2	5	0	0	2	3	0	58
Automatic Aid- Building Fire	4	2	2	3	0	1	1	0	0	2	3	0	18
Automatic Aid- Elevator Rescue	3	1	1	0	1	2	2	0	0	2	5	0	17
Automatic Aid- Entrapment MVC	1	3	1	0	1	0	0	0	0	0	2	0	8
Automatic Aid- Gas Leak	1	1	2	3	2	0	3	0	0	1	4	0	17
Automatic Aid- High Rise Fire	0	2	1	0	0	0	0	0	0	2	1	0	6
Back Pain	0	0	2	1	1	1	0	0	1	1	0	1	8
Burn Victim	0	0	0	0	0	0	2	0	0	0	0	0	2
Business Fire	0	0	0	0	0	0	0	1	1	0	0	0	2
Carbon Monoxide Detector With Symptoms	0	1	0	0	2	0	3	0	0	1	0	0	7
Carbon Monoxide Detector No Symptoms	2	3	3	1	11	8	11	7	1	3	5	6	61
Cardiac/Respiratory Arrest	1	1	0	0	0	1	0	0	2	0	1	2	8
Check a Noxious Odor	2	1	0	1	0	0	0	0	1	0	0	0	5
Check for Fire	0	0	1	0	1	0	7	0	3	0	1	0	13
Check for the Smell of Natural Gas	2	3	6	2	18	2	5	2	7	6	2	5	60
Check for the Smell of Smoke	2	2	1	2	5	2	5	4	3	0	0	0	26
Chest Pain	3	1	4	1	3	4	4	2	3	2	3	5	35
Child Locked in a Vehicle Engine and AC running	0	0	0	0	1	0	1	0	0	1	0	0	3
Child Locked in a Vehicle Engine not running	0	1	0	0	1	1	0	1	1	2	0	0	7
Choking	1	1	2	0	0	0	0	0	1	0	0	1	6
Diabetic Emergency	1	2	2	1	0	1	0	0	0	0	0	2	9
Difficulty Breathing	9	5	8	12	4	3	8	10	5	7	5	12	88
Dumpster Fire Not near Structure	0	0	0	0	1	1	0	0	0	0	1	0	3
Electrical Fire	0	0	1	0	1	0	1	1	0	3	0	0	7
Elevator Rescue	1	0	0	0	2	1	4	0	0	1	0	1	10
Entrapment- Non MVC	0	0	1	0	1	0	0	0	0	0	0	1	3
Eye Problems	0	0	0	0	0	1	0	0	0	0	0	0	1
Fall Victim	10	8	13	9	11	8	6	12	9	13	17	18	134
Fire Alarm Business	8	6	3	6	9	9	6	3	3	4	5	3	65
Fire Alarm Church or School	10	6	3	4	9	8	6	11	4	2	4	9	76
Fire Alarm Residence	36	28	23	25	57	38	59	26	45	31	32	31	431
Gas Leak	3	0	5	4	15	1	3	2	6	4	2	2	47
Grass Fire	0	0	0	0	0	0	1	0	0	1	2	0	4
HAZMAT Emergency	0	0	0	0	0	1	0	1	0	0	0	0	2
Headache- Stroke symptoms not present	0	0	0	2	0	1	0	1	2	0	0	0	6
Heart Problems	8	6	4	6	6	5	2	3	4	9	4	2	59
Heat/Cold Exposure	1	0	0	0	0	2	2	3	2	0	0	0	10
Hemorrhage/Laceration	1	2	1	1	1	1	1	4	4	2	4	2	24
House Fire	2	0	1	1	6	4	3	1	0	0	2	1	21
Injured Party	4	4	4	3	4	4	4	2	5	2	2	1	39
Medical Alarm	6	5	4	2	9	3	5	11	6	3	4	1	59
Motor Vehicle Collision	23	15	21	25	21	24	31	13	20	21	14	22	250
Motor Vehicle Collision with Entrapment	0	0	1	1	2	0	1	0	0	0	2	0	7
Object Down in Roadway	6	1	5	6	17	5	67	2	0	0	0	0	109
Oven/Appliance Fire	1	0	0	0	0	0	1	0	0	3	0	0	5
Overdose/Poisoning	1	1	2	0	3	0	2	1	1	3	4	0	18
Possible D.O.S.	1	0	1	2	0	0	0	1	0	1	0	1	7
Powerlines Down Arcing/Burning	3	0	3	6	41	14	66	2	0	0	5	2	142
Pregnancy/ Childbirth	1	0	0	0	0	0	0	0	2	0	0	1	4
Psychiatric Emergency	3	6	2	2	3	2	4	1	4	1	1	0	29
Seizures	4	2	8	4	2	1	7	0	4	3	0	4	39
Service Call Non-emergency	14	16	12	15	36	8	17	10	8	5	16	10	167
Shooting/Stabbing	1	0	0	0	2	1	0	0	0	0	1	0	5
Sick Call	21	15	15	19	23	20	19	8	11	9	17	13	190
Smoke in Business	1	0	0	0	0	0	0	0	0	0	0	0	1
Smoke in Residence	1	0	1	1	0	1	0	0	1	0	1	0	6
Stroke	5	1	3	2	3	1	5	4	1	3	1	4	33
Transformer Fire	3	0	2	2	11	1	11	0	1	0	0	0	31
Trash Fire	0	0	0	0	1	0	0	0	1	0	0	0	2
Traumatic Injury	1	3	0	1	0	0	0	0	3	0	1	1	10
Unconscious Party/Syncope	14	9	7	10	10	11	7	8	9	13	10	16	124
Unknown Medical Emergency	1	2	3	5	1	3	1	3	4	8	1	10	42
Vehicle Fire	4	3	1	2	3	0	0	2	2	1	0	1	19
Wash Down	1	1	1	0	0	0	0	0	1	0	0	1	5

Month	# of Incidents	Avg Resp Time
Jan	174	4:19
Feb	126	4:17
Mar	151	4:38
Apr	148	4:33
May	279	6:06
Jun	166	4:21
Jul	267	5:02
Aug	139	4:24
Sep	166	4:21
Oct	155	4:14
Nov	132	4:17
Dec	167	4:22
<b>Total</b>	<b>2070</b>	<b>4:34</b>

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



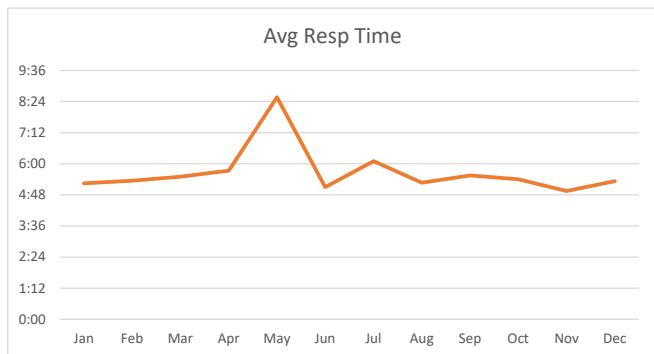
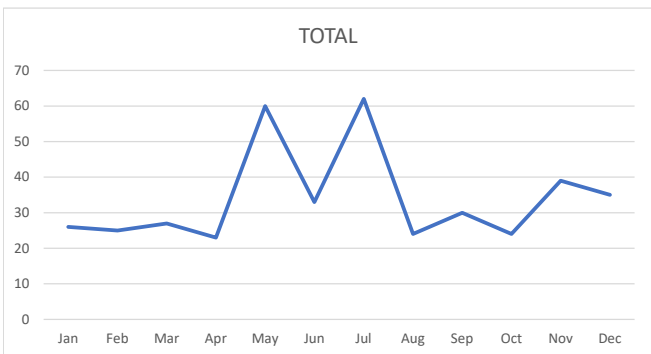


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### December 2024 Summary - Bunker Hill

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>26</b>	<b>25</b>	<b>27</b>	<b>23</b>	<b>60</b>	<b>33</b>	<b>62</b>	<b>24</b>	<b>30</b>	<b>24</b>	<b>39</b>	<b>35</b>	<b>408</b>
Abdominal Pain	0	0	0	0	0	1	0	0	0	1	0	0	2
Allergic Reaction	0	0	0	0	0	0	0	0	0	1	0	0	1
Assult	0	1	0	0	0	0	0	0	1	0	0	0	2
Back Pain	0	0	0	0	0	1	0	0	0	0	0	1	2
Carbon Monoxide Detector No Symptoms	0	0	1	0	0	2	3	0	0	0	1	1	8
Cardiac/Respiratory Arrest	0	0	0	0	0	0	0	0	0	0	1	1	2
Check for Noxious Odor	1	0	0	0	0	0	0	0	0	0	0	0	1
Check for Fire	0	0	0	0	0	0	4	0	1	0	0	0	5
Check for the Smell of Natural Gas	2	0	2	0	3	0	0	1	0	0	1	2	11
Check for the Smell of Smoke	0	1	1	0	3	1	1	1	1	0	0	0	9
Chest Pain	0	0	0	0	1	0	0	0	1	0	2	0	4
Child Locked in a Vehicle Engine and AC running	0	0	0	0	1	0	0	0	0	0	0	0	1
Child Locked in a Vehicle Engine not running	0	0	0	0	0	0	0	0	1	0	0	0	1
Diabetic Emergency	0	1	0	0	0	1	0	0	0	0	0	0	2
Difficulty Breathing	0	0	2	4	1	0	1	0	1	1	0	4	14
Dumpster Fire Not near Structure	0	0	0	0	1	0	0	0	0	0	0	0	1
Electrical Fire	0	0	0	0	1	0	0	0	0	1	0	0	2
Entrapment- Non MVC	0	0	0	0	1	0	0	0	0	0	0	0	1
Fall Victim	0	1	4	1	1	1	0	3	2	2	3	4	22
Fire Alarm Business	0	1	0	0	0	0	1	1	0	1	0	1	5
Fire Alarm Church or School	3	0	1	0	0	0	0	1	0	0	0	2	7
Fire Alarm Residence	7	7	4	4	6	11	14	4	9	4	9	5	84
Gas Leak	0	0	1	0	4	0	1	0	1	1	2	1	11
Headache- Stroke symptoms not present	0	0	0	0	0	0	0	1	0	0	0	0	1
Heart Problems	1	0	0	0	1	0	0	0	0	0	0	0	2
Heat/Cold Exposure	0	0	0	0	0	0	1	1	1	0	0	0	3
Hemorrhage/Laceration	0	1	1	0	0	0	0	1	0	1	0	0	4
House Fire	0	0	0	1	0	0	0	0	0	0	0	0	1
Injured Party	1	0	1	1	2	1	1	0	2	1	0	0	10
Medical Alarm	0	0	1	1	1	1	0	3	0	1	1	1	10
Motor Vehicle Collision	2	1	1	2	1	1	2	0	1	2	1	0	14
Object Down in Roadway	1	0	1	3	4	2	9	1	0	0	0	0	21
Overdose/Poisoning	0	0	0	0	1	0	0	0	0	0	1	0	2
Possible D.O.S.	0	0	0	0	0	0	0	1	0	0	0	0	1
Powerlines Down Arcing/Burning	0	0	0	2	11	5	12	0	0	0	0	0	30
Pregnancy/ Childbirth	0	0	0	0	0	0	0	0	1	0	0	0	1
Psychiatric Emergency	0	1	0	0	1	0	0	0	1	0	0	0	3
Seizures	1	0	0	2	0	1	0	0	0	0	0	0	4
Service Call Non-emergency	2	5	3	1	9	0	7	2	4	4	12	3	52
Sick Call	2	2	3	1	2	2	1	2	0	1	2	1	19
Smoke in Residence	1	0	0	0	0	0	0	0	0	0	1	0	2
Stroke	0	1	0	0	0	0	0	2	0	0	0	1	5
Transformer Fire	0	0	0	0	2	0	1	0	0	0	0	0	3
Unconscious Party/Syncope	1	2	0	0	2	1	1	1	2	1	1	5	17
Unknown Medical Emergency	0	0	0	0	0	1	0	0	0	1	0	2	4
Vehicle Fire	1	0	0	0	0	0	0	0	0	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	43	8:34
Jun	26	5:06
Jul	40	6:06
Aug	16	5:16
Sep	24	5:33
Oct	19	5:24
Nov	23	4:57
Dec	29	5:20
<b>Total</b>	<b>288</b>	<b>5:40</b>

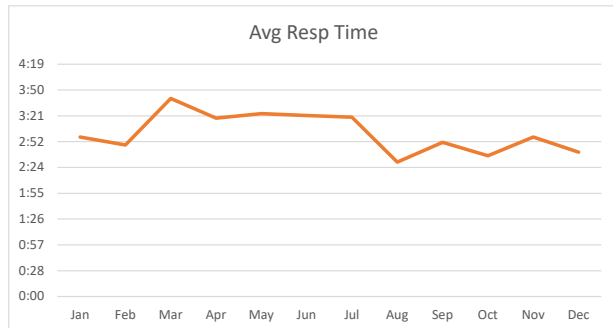
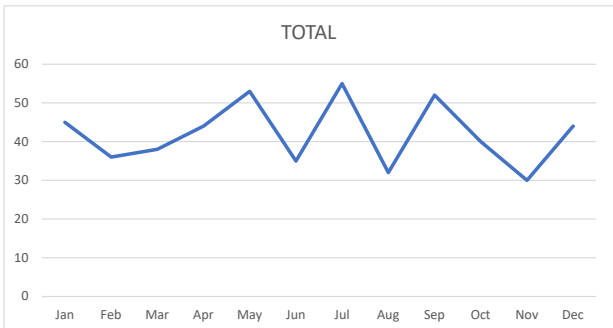




Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

December 2024 Summary - Hedwig

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Month	# of Incidents	Avg Resp Time
<b>TOTAL</b>	<b>47</b>	<b>39</b>	<b>47</b>	<b>49</b>	<b>63</b>	<b>39</b>	<b>71</b>	<b>34</b>	<b>56</b>	<b>44</b>	<b>33</b>	<b>50</b>	<b>572</b>			
Abdominal Pain	0	0	0	2	1	1	0	0	0	2	1	0	7	Jan	45	2:58
Allergic Reaction	1	0	1	1	0	0	0	2	1	0	0	1	7	Feb	36	2:49
Animal Bite	0	0	1	0	0	0	0	0	1	0	0	0	2	Mar	38	3:41
Assult	0	0	1	0	0	0	0	0	1	1	0	0	3	Apr	44	3:19
Back Pain	0	0	1	0	0	0	0	0	0	0	0	0	1	May	53	3:24
Business Fire	0	0	0	0	0	0	0	1	0	0	0	0	1	Jun	35	3:22
Carbon Monoxide Detector No Symptoms	0	0	0	0	4	2	1	0	0	0	0	0	7	Jul	55	3:20
Cardiac/Respiratory Arrest	0	0	0	0	0	1	0	0	1	0	0	0	2	Aug	32	2:30
Check a Noxious Odor	0	0	0	0	0	0	0	0	1	0	0	0	1	Sep	52	2:52
Check for Fire	0	0	0	0	0	0	1	0	0	0	0	0	1	Oct	40	2:37
Check for the Smell of Natural Gas	0	2	0	1	0	0	0	0	5	2	0	1	11	Nov	30	2:58
Check for the Smell of Smoke	1	1	0	1	1	1	1	1	1	0	0	0	8	Dec	44	2:41
Chest Pain	2	1	0	0	2	1	0	1	1	1	0	2	11		504	3:02
Child Locked in a Vehicle Engine and AC running	0	0	0	0	0	0	1	0	0	1	0	0	2			
Child Locked in a Vehicle Engine not running	0	0	0	0	0	0	0	0	0	1	0	0	1			
Choking	0	0	2	0	0	0	0	0	0	0	0	1	3			
Diabetic Emergency	0	1	2	0	0	0	0	0	0	0	0	0	3			
Difficulty Breathing	3	0	2	3	0	1	3	2	2	3	2	3	24			
Dumpster Fire Not near Structure	0	0	0	0	0	1	0	0	0	0	0	0	1			
Elevator Rescue	1	0	0	0	0	0	2	0	0	1	0	0	4			
Eye Problems	0	0	0	0	0	1	0	0	0	0	0	0	1			
Fall Victim	2	3	1	0	1	1	1	2	3	1	3	5	23			
Fire Alarm Business	4	5	3	4	4	6	4	1	2	3	4	2	42			
Fire Alarm Church or School	1	3	0	1	4	1	3	5	2	1	2	3	26			
Fire Alarm Residence	1	0	4	5	1	1	3	2	5	5	3	0	30			
Gas Leak	0	0	2	0	4	0	0	0	0	0	0	0	6			
Grass Fire	0	0	0	0	0	0	0	0	0	0	1	0	1			
Headache- Stroke symptoms not present	0	0	0	0	0	0	0	0	2	0	0	0	2			
Heart Problems	2	1	0	2	1	1	1	2	0	2	1	0	13			
Heat/Cold Exposure	1	0	0	0	0	0	1	0	0	0	0	0	2			
Hemorrhage/Laceration	0	0	0	0	0	0	1	2	2	0	0	0	5			
House Fire	0	0	1	0	1	0	0	0	0	0	0	0	2			
Injured Party	2	0	2	0	0	0	0	1	1	1	0	1	8			
Medical Alarm	1	0	2	0	0	1	1	2	1	0	0	0	8			
Motor Vehicle Collision	7	5	4	5	6	3	10	2	7	6	2	7	64			
Motor Vehicle Collision with Entrapment	0	0	0	0	1	0	0	0	0	0	0	0	1			
Object Down in Roadway	0	1	1	0	3	1	11	0	0	0	0	0	17			
Oven/Appliance Fire	1	0	0	0	0	0	0	0	0	0	0	0	1			
Overdose/Poisoning	0	1	0	0	1	0	2	0	0	1	1	0	6			
Powerlines Down Arcing/Burning	1	0	0	0	9	1	6	0	0	0	0	0	17			
Pregnancy/ Childbirth	0	0	0	0	0	0	0	0	1	0	0	0	1			
Psychiatric Emergency	2	5	0	0	2	0	1	0	0	0	0	0	10			
Seizures	0	0	2	0	1	0	1	0	1	1	0	2	8			
Service Call Non-emergency	0	1	3	4	6	2	3	1	2	0	0	5	27			
Shooting/Stabbing	1	0	0	0	0	0	0	0	0	0	0	0	1			
Sick Call	4	4	6	12	8	9	8	2	6	4	10	5	78			
Smoke in Business	1	0	0	0	0	0	0	0	0	0	0	0	1			
Smoke in Residence	0	0	1	0	0	0	0	0	0	0	0	0	1			
Stroke	0	0	0	2	0	0	1	1	0	1	0	0	5			
Transformer Fire	0	0	2	1	1	0	2	0	1	0	0	0	7			
Traumatic Injury	0	1	0	0	0	0	0	0	1	0	0	0	2			
Unconscious Party/Syncope	6	1	1	3	1	3	2	3	1	3	3	6	33			
Unknown Medical Emergency	0	1	0	2	0	0	0	1	2	2	0	5	13			
Vehicle Fire	1	2	1	0	0	0	0	0	1	1	0	0	6			
Wash Down	1	0	1	0	0	0	0	0	1	0	0	1	4			





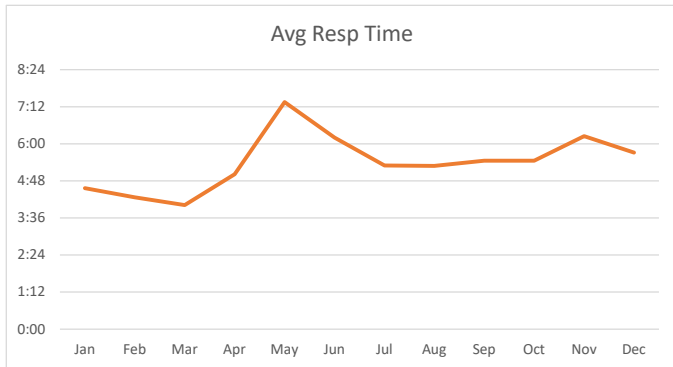
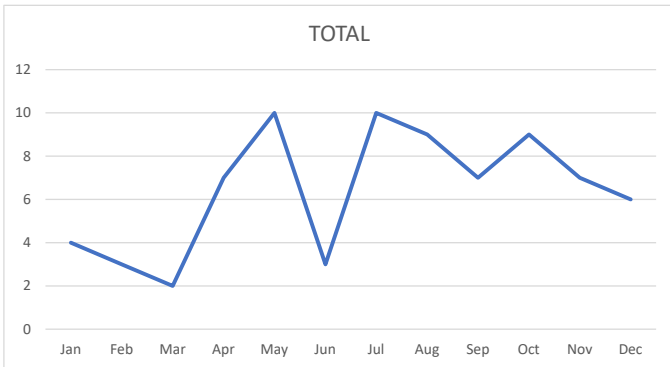


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### December 2024 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>7</b>	<b>10</b>	<b>3</b>	<b>10</b>	<b>9</b>	<b>7</b>	<b>9</b>	<b>7</b>	<b>6</b>	<b>77</b>
Abdominal Pain	0	0	0	0	0	1	0	1	0	1	0	0	3
Back Pain	0	0	0	0	0	0	0	0	0	1	0	0	1
Carbon Monoxide Detector No Symptoms	0	0	0	0	3	0	0	0	0	0	2	0	5
Check for the Smell of Natural Gas	0	0	0	0	0	0	1	0	0	1	0	0	2
Chest Pain	0	0	0	0	0	0	0	0	1	1	0	0	2
Difficulty Breathing	1	0	0	0	0	0	1	1	0	0	1	0	4
Fall Victim	1	0	0	0	1	0	0	0	1	1	0	1	5
Fire Alarm Business	1	0	0	0	1	0	0	0	0	0	0	0	2
Fire Alarm Church or School	0	1	0	1	1	1	2	2	0	0	1	0	9
Fire Alarm Residence	0	0	0	0	1	0	0	1	1	1	0	2	6
Gas Leak	0	0	0	0	0	0	0	0	0	1	0	0	1
Heart Problems	0	1	0	0	0	0	0	0	0	0	0	1	2
Hemorrhage/Laceration	0	0	0	0	0	0	0	0	0	0	1	1	2
House Fire	0	0	0	0	1	0	0	0	0	0	0	0	1
Injured Party	0	1	0	0	0	0	0	0	0	0	0	0	1
Medical Alarm	0	0	0	0	0	0	0	0	1	0	0	0	1
Motor Vehicle Collision	0	0	1	0	0	0	1	1	0	1	0	0	4
Object Down in Roadway	0	0	0	1	0	0	1	0	0	0	0	0	2
Possible D.O.S.	0	0	0	1	0	0	0	0	0	0	0	0	1
Powerlines Down Arcing/Burning	0	0	0	0	0	0	1	0	0	0	0	0	1
Seizures	0	0	0	1	0	0	0	0	0	0	0	0	1
Service Call Non-emergency	0	0	0	1	0	0	1	0	0	0	0	0	2
Sick Call	0	0	0	0	0	1	1	0	2	0	0	1	5
Stroke	1	0	0	0	1	0	1	1	0	0	0	0	4
Traumatic Injury	0	0	0	1	0	0	0	0	0	0	0	0	1
Unconscious Party/Syncope	0	0	0	1	0	0	0	1	1	1	1	0	5
Unknown Medical Emergency	0	0	1	0	1	0	0	0	0	0	1	0	3
Vehicle Fire	0	0	0	0	0	0	0	1	0	0	0	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	8	7:21
Jun	2	6:12
Jul	8	5:18
Aug	9	5:17
Sep	7	5:27
Oct	8	5:27
Nov	7	6:15
Dec	5	5:43
	<b>66</b>	<b>5:24</b>



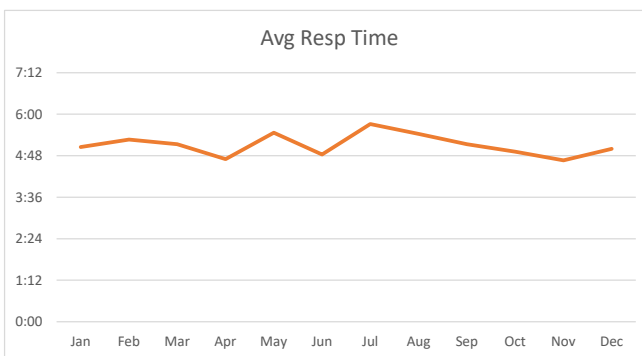
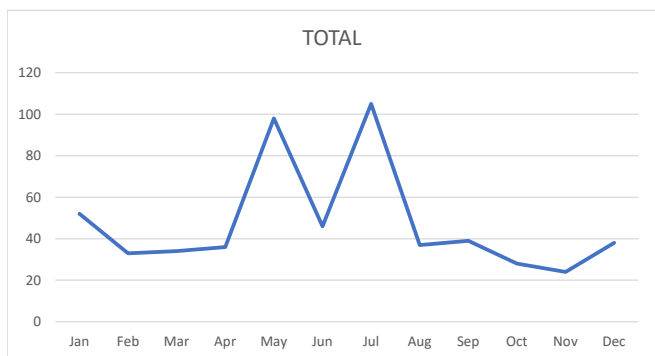


Village Fire Department  
 901 Corbindale Rd  
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### December 2024 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>52</b>	<b>33</b>	<b>34</b>	<b>36</b>	<b>98</b>	<b>46</b>	<b>105</b>	<b>37</b>	<b>39</b>	<b>28</b>	<b>24</b>	<b>38</b>	<b>570</b>
Abdominal Pain	0	0	0	0	1	0	0	0	0	1	0	0	2
Allergic Reaction	0	0	0	1	1	0	0	0	0	0	0	0	2
Assault	0	0	0	0	0	1	0	0	0	0	0	0	1
Back Pain	0	0	0	1	1	0	0	0	1	0	0	0	3
Carbon Monoxide Alarm with Symptoms	0	0	0	0	1	0	0	0	0	0	0	0	1
Carbon Monoxide Detector No Symptoms	0	1	0	1	2	2	3	3	1	3	0	2	18
Check a Noxious Odor	1	1	0	0	0	0	0	0	0	0	0	0	2
Check for Fire	0	0	1	0	0	0	1	0	1	0	1	0	4
Check for the Smell of Natural Gas	0	0	1	1	9	0	3	1	1	1	1	0	18
Check for the Smell of Smoke	1	0	0	0	0	0	2	1	1	0	0	0	5
Chest Pain	1	0	1	0	0	1	3	0	0	0	1	0	7
Child Locked in a Vehicle Engine not running	0	0	0	0	1	0	0	0	0	0	0	0	1
Choking	1	0	0	0	0	0	0	0	0	0	0	0	1
Diabetic Emergency	1	0	0	1	0	0	0	0	0	0	0	1	3
Difficulty Breathing	0	2	1	2	0	1	1	2	1	1	0	4	15
Electrical Fire	0	0	1	0	0	0	1	1	0	1	0	0	4
Elevator Rescue	0	0	0	0	0	0	0	0	0	0	0	1	1
Entrapment- Non MVC	0	0	1	0	0	0	0	0	0	0	0	1	2
Fall Victim	5	2	3	3	4	3	2	3	2	4	6	5	42
Fire Alarm Business	2	0	0	1	3	1	1	0	1	0	1	0	10
Fire Alarm Church or School	0	1	0	0	1	0	0	0	0	1	0	0	3
Fire Alarm Residence	13	13	5	4	33	9	20	11	12	6	2	11	139
Gas Leak	0	0	0	1	4	0	0	0	1	0	0	0	6
Grass Fire	0	0	0	0	0	0	1	0	0	0	1	0	2
Headache- Stroke symptoms not present	0	0	0	0	0	1	0	0	0	0	0	0	1
Heart Problems	1	2	2	0	1	1	1	0	3	1	0	0	12
Heat/Cold Exposure	0	0	0	0	0	0	0	1	0	0	0	0	1
Hemorrhage/Laceration	0	0	0	0	1	0	0	0	0	0	0	0	1
House Fire	0	0	0	0	2	2	1	1	0	0	1	1	8
Injured Party	1	2	0	1	0	1	1	1	1	0	1	0	9
Medical Alarm	3	1	0	0	4	0	1	1	2	0	0	0	12
Motor Vehicle Collision	3	0	2	2	2	9	6	5	1	0	1	3	34
Motor Vehicle Collision with Entrapment	0	0	1	0	0	0	0	0	0	0	0	0	1
Object Down in Roadway	1	0	0	1	4	1	22	1	0	0	0	0	30
Oven/Appliance Fire	0	0	0	0	0	0	0	0	0	2	0	0	2
Overdose/Poisoning	1	0	1	0	0	0	0	0	0	1	0	0	3
Possible D.O.S.	0	0	0	1	0	0	0	0	0	1	0	1	3
Powerlines Down Arcing/Burning	0	0	1	3	8	3	23	0	0	0	2	1	41
Psychiatric Emergency	0	0	2	1	0	1	1	0	0	0	0	0	5
Seizures	1	0	1	0	0	0	3	0	1	0	0	0	6
Service Call Non-emergency	5	5	3	3	7	3	3	5	0	1	3	1	39
Sick Call	5	0	2	2	2	2	2	0	1	1	1	0	18
Smoke in Residence	0	0	0	0	0	0	0	0	1	0	0	0	1
Stroke	1	0	1	0	1	0	1	0	0	0	0	2	6
Transformer Fire	1	0	0	0	5	1	2	0	0	0	0	0	9
Traumatic Injury	0	1	0	0	0	0	0	0	1	0	1	0	3
Unconscious Party/Syncope	4	1	2	3	0	3	0	0	3	2	1	2	21
Unknown Medical Emergency	0	0	2	2	0	0	0	0	2	2	0	1	9
Vehicle Fire	0	0	0	1	0	0	0	0	0	0	0	1	2
Wash Down	0	1	0	0	0	0	0	0	0	0	0	0	1

Month	# of Incidents	Avg Resp Time
Jan	40	5:03
Feb	21	5:16
Mar	29	5:08
Apr	30	4:42
May	75	5:28
Jun	35	4:50
Jul	67	5:43
Aug	28	5:26
Sep	28	5:08
Oct	24	4:55
Nov	19	4:40
Dec	30	5:00
<b>Total</b>	<b>426</b>	<b>5:06</b>

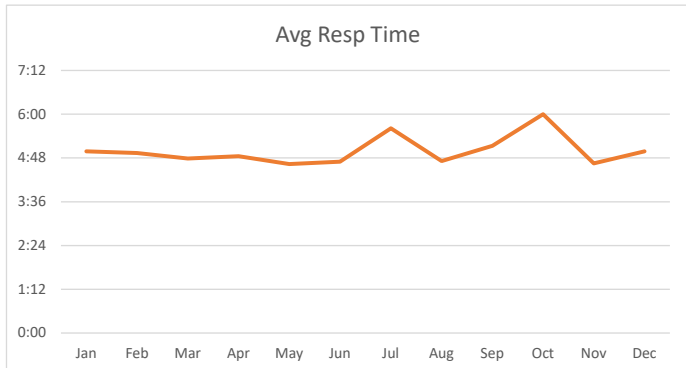
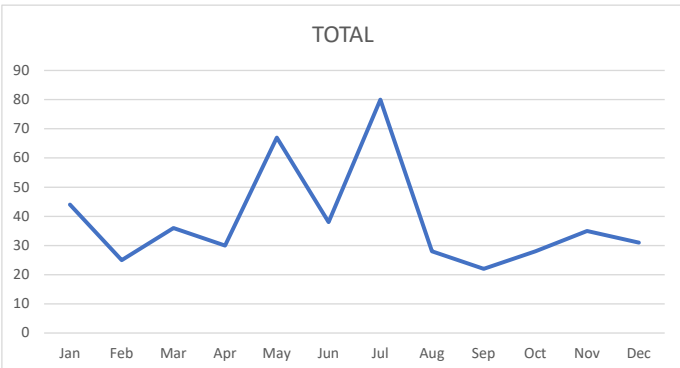




Village Fire Department  
 901 Corbindale Rd  
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 Phone# (713) 468-7941 Fax# (713) 468-5039

### December 2024 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Month	# of Incidents	Avg Resp Time
<b>TOTAL</b>	<b>44</b>	<b>25</b>	<b>36</b>	<b>30</b>	<b>67</b>	<b>38</b>	<b>80</b>	<b>28</b>	<b>22</b>	<b>28</b>	<b>35</b>	<b>31</b>	<b>464</b>	Jan	23	4:59
Abdominal Pain	0	0	1	0	1	0	0	0	0	0	0	0	2	Feb	16	4:56
Allergic Reaction	0	1	0	0	0	0	0	0	0	1	0	0	2	Mar	29	4:47
Animal Bite	0	0	0	0	0	0	0	0	1	0	0	0	1	Apr	18	4:51
Assult	0	0	0	0	1	0	0	0	0	0	0	0	1	May	47	4:38
Back Pain	0	0	1	0	0	0	0	0	0	0	0	0	1	Jun	29	4:42
Business Fire	0	0	0	0	0	0	0	0	1	0	0	0	1	Jul	50	5:37
Carbon Monoxide Alarm with Symptoms	0	0	0	0	0	0	2	0	0	0	0	0	2	Aug	23	4:43
Carbon Monoxide Detector No Symptoms	0	0	1	0	1	0	3	0	0	0	1	2	8	Sep	17	5:08
Cardiac/Respiratory Arrest	0	1	0	0	0	0	0	0	0	0	0	1	2	Oct	24	6:00
Check for the Smell of Natural Gas	0	1	2	0	2	1	0	0	0	1	0	1	8	Nov	24	4:39
Check for the Smell of Smoke	0	0	0	0	0	0	1	1	0	0	0	0	2	Dec	27	4:59
Chest Pain	0	0	2	0	0	0	0	0	0	0	0	2	4		327	4:59
Child Locked in a Vehicle Engine not running	0	0	0	0	0	1	0	1	0	1	0	0	3			
Choking	0	1	0	0	0	0	0	0	1	0	0	0	2			
Difficulty Breathing	2	2	3	0	1	0	0	2	0	0	1	1	12			
Electrical Fire	0	0	0	0	0	0	0	0	0	1	0	0	1			
Fall Victim	1	1	4	1	3	1	2	1	0	2	4	1	21			
Fire Alarm Business	0	0	0	0	1	0	0	0	0	0	0	0	1			
Fire Alarm Church or School	5	0	1	1	2	4	0	3	0	1	1	2	20			
Fire Alarm Residence	13	7	7	8	11	12	18	6	10	11	15	10	128			
Gas Leak	3	0	0	3	0	0	1	0	1	0	0	1	9			
Headache- Stroke symptoms not present	0	0	0	1	0	0	0	0	0	0	0	0	1			
Heart Problems	0	1	1	1	1	0	0	0	0	1	1	0	6			
Heat/Cold Exposure	0	0	0	0	0	1	0	0	1	0	0	0	2			
Hemorrhage/Laceration	1	0	0	0	0	0	0	0	1	0	0	1	3			
House Fire	0	0	0	0	2	1	0	0	0	0	0	0	3			
Injured Party	0	0	0	1	2	0	0	0	0	0	0	0	3			
Medical Alarm	2	1	1	1	1	0	2	3	0	1	0	0	12			
Motor Vehicle Collision	1	1	2	1	3	1	1	2	2	3	2	1	20			
Motor Vehicle Collision with Entrapment	0	0	0	0	1	0	0	0	0	0	0	0	1			
Object Down in Roadway	3	0	2	1	4	1	19	0	0	0	0	0	30			
Overdose/Poisoning	0	0	0	0	1	0	0	1	0	0	1	0	3			
Possible D.O.S.	1	0	1	0	0	0	0	0	0	0	0	0	2			
Powerlines Down Arcing/Burning	2	0	1	1	9	5	16	2	0	0	3	1	40			
Pregnancy/ Childbirth	0	0	0	0	0	0	0	0	0	0	0	1	1			
Psychiatric Emergency	0	0	0	1	0	0	2	1	0	1	1	0	6			
Seizures	0	0	0	0	1	0	0	0	0	0	0	0	1			
Service Call Non-emergency	4	4	3	6	9	2	2	1	2	0	1	0	34			
Shooting/Stabbing	0	0	0	0	2	1	0	0	0	0	1	0	4			
Sick Call	2	1	1	2	3	4	3	1	1	1	2	3	24			
Smoke in Residence	0	0	0	0	0	1	0	0	0	0	0	0	1			
Stroke	2	0	2	0	1	0	0	1	0	1	0	1	8			
Transformer Fire	1	0	0	0	2	0	4	0	0	0	0	0	7			
Traumatic Injury	1	0	0	0	0	0	0	0	1	0	0	1	3			
Unconscious Party/Syncope	0	2	0	1	2	1	3	1	0	2	1	1	14			
Unknown Medical Emergency	0	1	0	0	0	1	1	1	0	0	0	0	4			



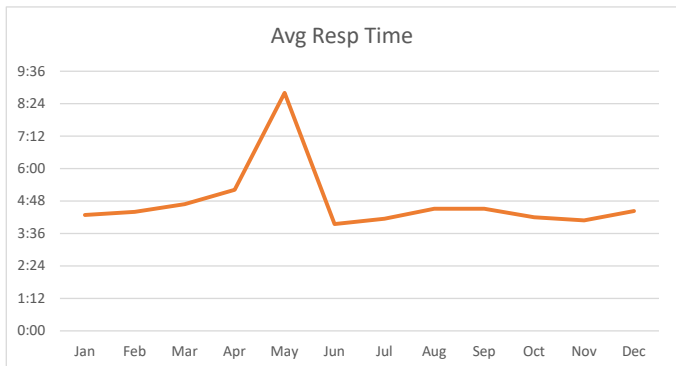
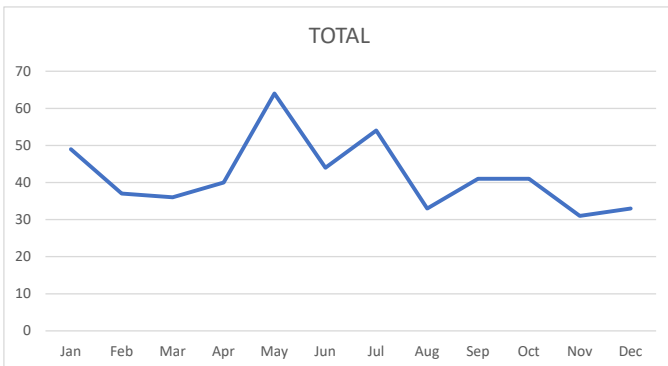


Village Fire Department  
 901 Corbindale Rd  
 Houston, TX, 77024  
 Phone# (713) 468-7941 Fax# (713) 468-5039

### December 2024 Summary - Spring Valley

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>49</b>	<b>37</b>	<b>36</b>	<b>40</b>	<b>64</b>	<b>44</b>	<b>54</b>	<b>33</b>	<b>41</b>	<b>41</b>	<b>31</b>	<b>33</b>	<b>503</b>
Abdominal Pain	0	1	0	0	1	0	2	1	1	0	0	1	7
Allergic Reaction	1	0	1	0	0	1	0	0	0	1	0	1	5
Carbon Monoxide Alarm with Symptoms	0	1	0	0	1	0	1	0	0	1	0	0	4
Carbon Monoxide Detector No Symptoms	2	1	1	0	1	2	1	4	0	0	1	1	14
Cardiac/Respiratory Arrest	1	0	0	0	0	0	0	0	1	0	0	0	2
Check a Noxious Odor	0	0	0	1	0	0	0	0	0	0	0	0	1
Check for Fire	0	0	0	0	1	0	1	0	1	0	0	0	3
Check for the Smell of Natural Gas	0	0	1	0	4	1	0	0	1	1	0	1	9
Check for the Smell of Smoke	0	0	0	0	1	0	0	0	0	0	0	0	1
Chest Pain	0	0	1	0	0	2	1	1	0	0	0	1	6
Diabetic Emergency	0	0	0	0	0	0	0	0	0	0	0	1	1
Difficulty Breathing	3	1	0	3	2	1	2	3	1	1	1	0	18
Dumpster Fire Not near Structure	0	0	0	0	0	0	0	0	0	0	1	0	1
Elevator Rescue	0	0	0	0	2	1	0	0	0	0	0	0	3
Fall Victim	1	1	1	4	1	2	1	3	1	3	1	2	21
Fire Alarm Business	1	0	0	0	0	2	0	1	0	0	0	0	4
Fire Alarm Church or School	0	1	1	1	1	1	1	0	0	0	0	2	8
Fire Alarm Residence	2	1	2	4	5	5	3	2	8	3	3	3	41
Gas Leak	0	0	1	0	3	0	1	2	3	2	0	0	12
Grass Fire	0	0	0	0	0	0	0	0	0	1	0	0	1
HAZMAT Emergency	0	0	0	0	0	1	0	1	0	0	0	0	2
Headache- Stroke symptoms not present	0	0	0	1	0	0	0	0	0	0	0	0	1
Heart Problems	4	1	1	3	2	3	0	1	1	5	2	1	24
Heat/Cold Exposure	0	0	0	0	0	1	0	1	0	0	0	0	2
Hemorrhage/Laceration	0	1	0	1	0	1	0	1	1	1	3	0	9
House Fire	2	0	0	0	0	1	2	0	0	0	1	0	6
Injured Party	0	1	1	0	0	2	2	0	1	0	1	0	8
Medical Alarm	0	3	0	0	3	0	1	2	2	1	3	0	15
Motor Vehicle Collision	10	8	11	13	9	9	11	2	8	7	8	9	105
Motor Vehicle Collision with Entrapment	0	0	0	1	0	0	1	0	0	0	0	0	2
Object Down in Roadway	1	0	1	0	2	0	5	0	0	0	0	0	9
Oven/Appliance Fire	0	0	0	0	0	0	1	0	0	1	0	0	2
Overdose/Poisoning	0	0	1	0	0	0	0	0	1	1	1	0	4
Powerlines Down Arcing/Burning	0	0	1	0	4	0	7	0	0	0	0	0	12
Pregnancy/ Childbirth	1	0	0	0	0	0	0	0	0	0	0	0	1
Psychiatric Emergency	1	0	0	0	0	1	0	0	3	0	0	0	5
Seizures	2	2	5	1	0	0	3	0	2	2	0	2	19
Service Call Non-emergency	1	1	0	0	3	1	1	1	0	0	0	1	9
Sick Call	8	8	3	2	8	2	4	3	1	2	2	3	46
Smoke in Residence	0	0	0	1	0	0	0	0	0	0	0	0	1
Stroke	1	0	0	0	0	1	0	1	1	1	0	0	5
Transformer Fire	1	0	0	1	1	0	1	0	0	0	0	0	4
Trash Fire	0	0	0	0	1	0	0	0	1	0	0	0	2
Traumatic Injury	0	1	0	0	0	0	0	0	0	0	0	0	1
Unconscious Party/Syncope	3	3	3	1	5	2	1	1	1	4	3	2	29
Unknown Medical Emergency	1	0	0	1	0	1	0	1	0	3	0	2	9
Vehicle Fire	2	1	0	1	3	0	0	1	1	0	0	0	9

Month	# of Incidents	Avg Resp Time
Jan	46	4:17
Feb	34	4:24
Mar	35	4:41
Apr	35	5:13
May	53	8:48
Jun	39	3:57
Jul	47	4:09
Aug	31	4:31
Sep	38	4:31
Oct	40	4:12
Nov	29	4:05
Dec	32	4:26
<b>Total</b>	<b>459</b>	<b>4:46</b>



**MAYOR**  
*Jim Pappas*

# CITY OF HUNTERS CREEK VILLAGE

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



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

## Building Official Monthly Report

Prepared Jan.10, 2025 for the Jan. 2025 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for Dec. 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	22	\$22,687	0	13	\$1,735	23	\$3,530	58	\$27,052	\$1,707,719
June	29	\$17,966	2	21	\$4,140	35	\$5,935	85	\$28,041	\$4,754,586
July	38	\$29,205	2	34	\$7,430	48	\$8	120	\$44,625	\$4,447,505
August	29	\$8,652	0	46	\$9,410	55	\$9,950	130	\$28,012	\$2,681,491
September	32	\$34,831	2	49	\$9,425	50	\$9,130	131	\$53,385	\$7,953,627
October	36	\$20,906	1	56	\$10,655	66	\$11,780	158	\$43,341	\$4,998,063
November	25	\$121,714	4	25	\$8,000	35	\$11,195	85	\$70,977	\$12,097,910
<b>December</b>	<b>23</b>	<b>\$104,947</b>	<b>4</b>	<b>10</b>	<b>\$9,910</b>	<b>19</b>	<b>\$16,305</b>	<b>52</b>	<b>\$62,709</b>	<b>\$6,782,835</b>
<b>Total</b>	<b>346</b>	<b>\$429,180</b>	<b>17</b>	<b>303</b>	<b>\$69,055</b>	<b>444</b>	<b>\$90,588</b>	<b>1,093</b>	<b>\$457,524</b>	<b>\$57,624,441</b>

**City of Hunters Creek Village  
Inspection Activity Report - 2023**

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
<b>Month</b>					
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%
<b>Total</b>	<b>2303</b>	<b>1990</b>	<b>86.4%</b>	<b>313</b>	<b>13.6%</b>

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

	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
<b>Month</b>					
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	100	79	79.0%	21	21.0%
June	148	131	88.5%	17	11.5%
July	166	158	95.2%	8	4.8%
August	299	278	93.0%	21	7.0%
September	260	243	93.5%	17	6.5%
October	258	231	89.5%	27	10.5%
November	170	135	79.4%	35	20.6%
<b>December</b>	<b>241</b>	<b>205</b>	<b>85.1%</b>	<b>36</b>	<b>14.9%</b>
<b>Total</b>	<b>2257</b>	<b>1999</b>	<b>88.6%</b>	<b>237</b>	<b>10.5%</b>



CITY OF HUNTERS CREEK VILLAGE  
ENGINEER'S REPORT

Prepared January 17, 2025 for the January 21st agenda

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

- 1. Concrete and culverts are complete on Shasta. Ditches are being regraded.
- 2. Shasta and Pineland will be paved and complete by the 2<sup>nd</sup> week of February. Then Lindenwood will start.
- 3. Memorial pothole repairs will occur at the end of this project and is already included in the contract.
- 4. Project is roughly on schedule. Total contract value is \$1,909,425.







### **B. Minor Drainage Improvements**

1. **Wickwild Sinkhole** – Approved. Will start this month
2. **Melody Lane ditch modifications** – Approved. Will start this month
3. **Thamer Circle** – Approved. Not started.
4. **809 Kuhlman sinkhole** – Needs approval, waiting for cost.

### **C. Traffic Signal Upgrades**

1. We will be getting cell modems with upgraded controllers and cameras at all three of our signalized intersections. Council approved this in September.
2. The equipment came in this week and will be deployed by the time of this council meeting.
3. This project will result in real time visual monitoring and remote control of the signals. I, Tom and MVPD will have access to manage the signals from any computer at any time.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
December 10, 2024**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, December 10, 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 Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	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 6:00 p.m.**

- B. **Girl Scouts 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.**

- D. REPORTS

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

3. Fire Commissioner Monthly Report – **Rob Adams, Fire Commissioner, and Steven Witt, Deputy Fire Chief, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, City Building Official, presented this report.**
5. City Engineer Monthly Report – **Tom Fullen, City Administrator, presented this report.**
6. City Administrator Report – **Tom Fullen, City Administrator, reported on GFL Environmental Fees and the Derecho Grant Reimbursement.**
7. Mayor and Council Reports and Comments – **Linda Knox reported on the HCMCA Meeting in February.**

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 October 22, 2024.
2. Approval of the Minutes of the Joint Meeting with Planning & Zoning Commission on October 22, 2024.
3. Approval of the Cash Disbursement Journal for October 2024.
4. Approval of the Cash Disbursement Journal for November 2024.
5. Approval of the 3<sup>rd</sup> Quarter Investment Report for 2024.

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

F. REGULAR AGENDA

1. Discussion and possible action to approve a resolution casting votes to appoint Directors to the Harris Central Appraisal District’s Board of Directors.

**Councilmember Cowell made a motion to approve a resolution casting 5 votes to appoint Bill Frazier as a Director to the Harris Central Appraisal District’s Board of Directors. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

2. Discussion and possible action to approve an Interlocal Agreement with Spring Branch ISD for the holding of a joint election in May 2025.

**Councilmember Marks made a motion to approve an Interlocal Agreement with Spring Branch ISD for the holding of a joint election in May 2025. Councilmember Sapien seconded the motion, and the motion was carried unanimously.**

3. Discussion and possible action to accept the recommendation from the Village Mutual Insurance Group for the employees' medical, dental, vision, Life/AD&D, and long-term disability insurance coverage for 2025.

**Councilmember Sapien made a motion to accept the recommendation from the Village Mutual Insurance Group for the employees' medical, dental, vision, Life/AD&D, and long-term disability insurance coverage for 2025. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

4. Discussion and possible action to approve a resolution of the City of Hunters Creek Village, Texas adopting an interlocal agreement with the Memorial Village Police Department.

**Councilmember Cowell made a motion to approve a resolution of the City of Hunters Creek Village, Texas adopting an interlocal agreement with the Memorial Village Police Department. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

5. Discussion and possible action to approve Budget Amendment 2024-01 for the Memorial Village Police Department in the amount of \$348,300.00.

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

**Councilmember Sapien made a motion to approve Budget Amendment 2024-01 for the Memorial Village Police Department in the amount of \$348,300.00. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

6. Discussion and possible action to approve Budget Amendment 2024-02 for the Memorial Village Police Department to reclassify budget line items with no additional revenue from the City.

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

**Councilmember Marks made a motion to approve Budget Amendment 2024-02 for the Memorial Village Police Department to reclassify**

**budget line items with no additional revenue from the City. Councilmember Knox seconded the motion, and the motion was 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.

**At 6:43 p.m. the mayor announced that the City Council was recessing into closed executive session under chapter 551 of the Texas Open Meetings Act to deliberate on the following items.**

- To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of City staff members. [Section §551.074 Personnel Matters]

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

**Council reconvened into Open Session at 7:11 p.m. No action was taken during the executive session.**

- J. ADJOURNMENT

**At 7:11 p.m., Councilmember Marks made a motion to adjourn. Councilmember Sapien seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:12 p.m.**

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

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Jim Pappas, Mayor

ATTEST:

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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>						
000774	ADAM VOYLES	12/01/2024	Regular	0.00	450.00	34901
0012	COBB FENDLEY	12/01/2024	Regular	0.00	14,817.50	34902
0150	GARY B MADDOX	12/01/2024	Regular	0.00	500.00	34903
0674	JIM PAPPAS	12/01/2024	Regular	0.00	2,400.00	34904
000844	LINEBARGER GOGGAN BLAIR & SAMPSON LLP	12/01/2024	Regular	0.00	679.71	34905
000789	VAN SANT LANDSCAPE MANAGEMENT	12/01/2024	Regular	0.00	485.00	34906
000789	VAN SANT LANDSCAPE MANAGEMENT	12/01/2024	Regular	0.00	-485.00	34906
000789	VAN SANT LANDSCAPE MANAGEMENT	12/01/2024	Regular	0.00	485.00	34907
0445	CENTURY CONCRETE CONSTRUCTION INC	12/15/2024	Regular	0.00	111,121.54	34908
0537	GREEN FOR LIFE	12/15/2024	Regular	0.00	42,769.42	34909
000760	GULF COAST COALITION OF CITIES	12/15/2024	Regular	0.00	293.46	34910
0028	HARRIS CENTRAL APPRAISAL DISTRICT	12/15/2024	Regular	0.00	10,920.00	34911
0034	HOME SECURITY SYSTEMS INC	12/15/2024	Regular	0.00	315.03	34912
0035	HOUSTON CHRONICLE	12/15/2024	Regular	0.00	405.34	34913
0548	ISI CONTRACTING INC	12/15/2024	Regular	0.00	9,150.00	34914
000716	KIRWIN LAW FIRM PLLC	12/15/2024	Regular	0.00	1,777.50	34915
0641	MARK E EASLEY	12/15/2024	Regular	0.00	450.00	34916
000919	MEMORIAL VILLAGES POLICE DEPT. - FUEL	12/15/2024	Regular	0.00	657.75	34917
0053	MEMORIAL VILLAGES WATER AUTHORITY	12/15/2024	Regular	0.00	7,713.58	34918
0062	NORTHWEST PEST PATROL	12/15/2024	Regular	0.00	963.00	34919
000918	TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL	12/15/2024	Regular	0.00	595.00	34920
0260	THOMAS G FULLEN JR	12/15/2024	Regular	0.00	89.00	34921
000789	VAN SANT LANDSCAPE MANAGEMENT	12/15/2024	Regular	0.00	3,328.00	34922
0362	VERIZON WIRELESS	12/15/2024	Regular	0.00	37.99	34923
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	12/15/2024	Regular	0.00	10,786.94	34924

**Bank Code AP DISB ALLEGIANCE Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	24	24	0.00	221,190.76
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-485.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>24</b>	<b>25</b>	<b>0.00</b>	<b>220,705.76</b>



Check Report

Date Range: 12/01/2024 - 12/31/2024

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>						
0105	VILLAGE FIRE DEPARTMENT	12/01/2024	EFT	0.00	91,906.29	1052
000913	ANITA M. JAMES	12/01/2024	Bank Draft	0.00	450.00	DFT0000532
000936	Ozraa Dhanani	12/16/2024	Bank Draft	0.00	1,382.50	DFT0000534
0517-TF	PAYMENT REMITTANCE CENTER	12/20/2024	Bank Draft	0.00	2,812.24	DFT0000539
000908	PREACTIVE IT SOLUTIONS	12/02/2024	Bank Draft	0.00	2,920.00	DFT0000540

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	9	4	0.00	7,564.74
EFT's	1	1	0.00	91,906.29
	<b>10</b>	<b>5</b>	<b>0.00</b>	<b>99,471.03</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	24	24	0.00	221,190.76
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-485.00
Bank Drafts	9	4	0.00	7,564.74
EFT's	1	1	0.00	91,906.29
	<b>34</b>	<b>30</b>	<b>0.00</b>	<b>320,176.79</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOL	12/2024	320,176.79
			<b>320,176.79</b>



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

**AGENDA DATE:** January 28, 2025  
**AGENDA SUBJECT:** Discussion and possible action to direct Planning and Zoning to review and make a recommendation on a request from the First Congregational Church to amend the Specific Use Permit to Install a Plaza Cover.

**EXHIBITS:**

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January 15, 2025

Thomas Fullen, City Administrator  
Hunters Creek Village  
1 Hunters Creek Place  
Hunters Creek Village, TX 77024

Dear Tom,

Thank you for meeting with Chuck Stilwell and me today to discuss First Congregational Church's plans for improvements to its campus. As we mentioned, those improvements include new landscaping and the addition of a cover over an outside gathering area between the church office and the Christian Education building.

Since FCC will need a specific use permit for the cover, we would like to start the process of obtaining that permit as soon as possible.

Sincerely yours,

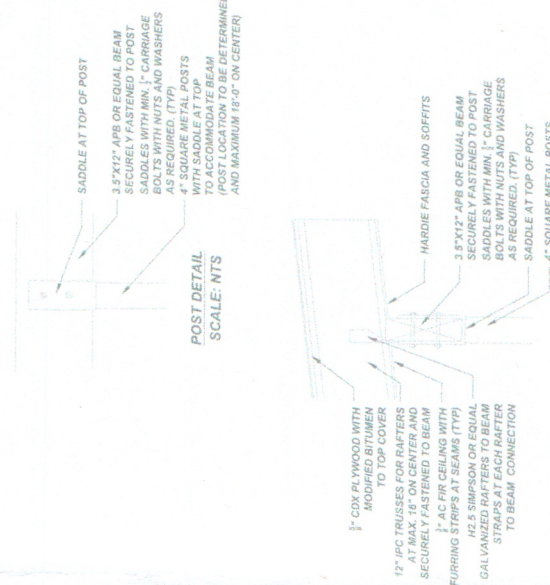
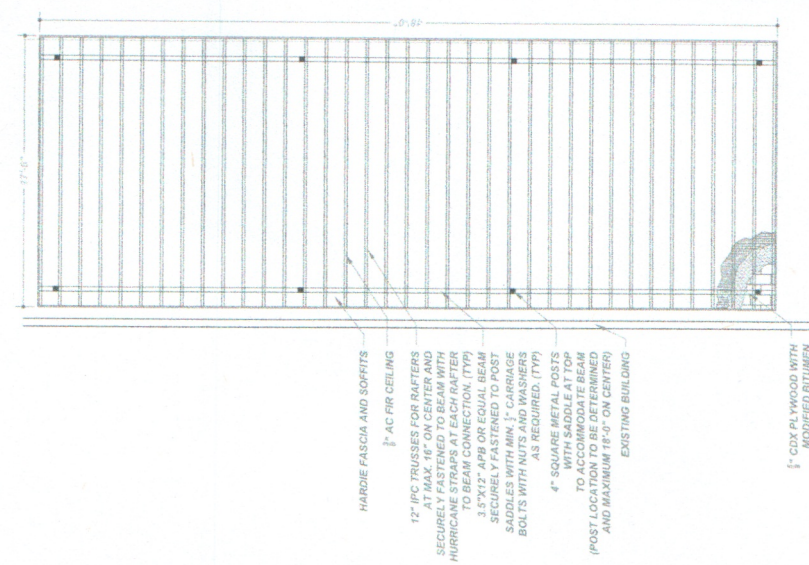
A handwritten signature in blue ink that reads "Mary Lou Strange".

Chuck Stillwell

Mary Lou Strange

Campus Beautification Committee Two





THIS DRAWING IS DESIGNED FOR THE CITY OF HOUSTON CITY CODE:

- 2021 INTERNATIONAL RESIDENTIAL CODE (INTERNATIONAL RESIDENTIAL)
- 2021 INTERNATIONAL MECHANICAL, ELECTRICAL, PLUMBING AND SANITATION CODE (IMES)
- 2021 INTERNATIONAL BUILDING CODE (INTERNATIONAL BUILDING CODE)
- 2021 INTERNATIONAL FIRE CODE (INTERNATIONAL FIRE CODE)
- 2021 INTERNATIONAL ENERGY CONSERVATION CODE (INTERNATIONAL ENERGY CONSERVATION CODE)

THIS DRAWING IS DESIGNED IN ACCORDANCE WITH THE DESIGN WIND SPEED FOR 2021 IRC (131 MPH RISK CATEGORY 2 PER ASCE 7-22).

THIS DESIGN ALSO COMPLES WITH WIND LOAD PROVISIONS FOR 2021 IRC.

NOTE: ALL JOISTS AND RAFTERS WITH HURRICANE STRAPS, AND BEAM HANGERS AS REQUIRED FOR I31 IMPH WIND CODE.

NOTES: (ROOF STRUCTURE)

- POSTS TO BE 4" SQUARE METAL POSTS SET MINIMUM 36" IN CONCRETE FOOTINGS WITH SADDLE AT TOP TO ACCOMMODATE BEAM AND SECURELY FASTENED WITH (2) 1/2" CDX PLYWOOD WITH MODIFIED BITUMEN AT EACH RAFTER POST.
- MAXIMUM SPAN OF POSTS TO BE 18'-0" ON CENTER POST.
- 12" I-PC OR EQUAL RAFTERS AT MAXIMUM 16" ON CENTER WITH HURRICANE STRAP AT EACH RAFTER TO BEAM CONNECTION STRAPS TO BE H2S SIMPSON OR EQUAL GALVALUM HURRICANE STRAPS AT FRONT AND BACK OF STRUCTURE.
- 4" SQUARE METAL POSTS OR EQUAL BEAMS AT FRONT AND BACK OF STRUCTURE.
- TOP COVER WITH 1/2" CDX PLYWOOD AND MODIFIED BITUMEN AS REQUIRED.
- CEILING TO BE 1" AC FIR WITH FURRING STRIPS AT SEAMS TO FINISH.



**ASCE Hazards Report**

Standards: ASCE 88617-2-2  
 Address: 12440 Belmont Rd, 77024  
 Risk Category: II  
 Soil Class: Default (NOV10 B)

Latitude: 29.77722  
 Longitude: -95.96541  
 Elevation: 89.191040222758 ft (NOV10 B)

Wind Speed	Return Period
131 Vmph	15-year MRF
137 Vmph	20-year MRF
143 Vmph	30-year MRF
149 Vmph	50-year MRF
155 Vmph	100-year MRF
161 Vmph	200-year MRF
167 Vmph	500-year MRF
173 Vmph	1000-year MRF

ASCE 88617-2-2, Fig. 26.5-1B and Fig. CC-2.1-CC-2.4, and Section 26.5.2  
 Thu Nov 07 2024









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

**AGENDA DATE:** January 28, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve an Ordinance of the City of Hunters Creek Village, Texas, providing for the holding of a General Election May 3, 2025, for the purpose of electing three (3) Council Members (Mayor, Position Nos. 4, and 5); and providing details relating to the holding of the election.

**EXHIBITS:** Ordinance

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ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, ORDERING THE HOLDING OF A GENERAL ELECTION ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING THREE CITY COUNCIL MEMBERS (MAYOR, POSITIONS NO. 4, and 5 ), FOR TWO-YEAR TERMS; PROVIDING FOR THE ELECTION TO BE HELD AS A JOINT ELECTION WITH THE SPRING BRANCH INDEPENDENT SCHOOL DISTRICT; PROVIDING FOR THE USE OF DIRECT RECORDING VOTING DEVICES; PROVIDING FOR EARLY VOTING HOURS; PROVIDING AN EFFECTIVE DATE; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT.

\* \* \* \* \*

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

**Section 1. Election Called.** A General Municipal Election is called and ordered for May 3, 2025 (the first Saturday in May); at which election the qualified voters of the City may vote for the purpose of electing the following officials of the City for full two-year terms:

- Mayor
- Councilmember, Position No. 4
- Councilmember, Position No. 5

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

**Section 3. Early Voting.** The main early voting polling place shall be at the Wayne F. Schaper, Sr. Leadership Center (SBISD Admin Building) Board Room located at 955 Campbell Rd, Houston, Texas 77024; Beginning on April 22, 2025 and continuing through April 29, 2025, the Clerk for Early Voting shall keep the office for early voting by personal appearance open for such purpose from 7:00 o'clock a.m. to 7:00 o'clock p.m. on each weekday which is not a legal state holiday. The Clerk for Early Voting also shall keep the office for early voting by personal appearance open for such purpose on each Saturday which is not a legal state holiday during the early voting period from 8:00 o'clock a.m. to 12:00 p.m. (noon).

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

no later than April 22nd, 2025, by 5:00 p.m. <https://www.springbranchisd.com/about/board-of-trustees/elections/current-elections>.

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

**ELECTION DAY POLLING PLACE**

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

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

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

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

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

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

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

PASSED, APPROVED, AND ADOPTED this 28th day of January, 2025.

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

ATTEST:

\_\_\_\_\_  
Tom Fullen  
Acting City Secretary



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

**AGENDA DATE:** January 28, 2025  
**AGENDA SUBJECT:** Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, Texas: confirming that, the City Council has reviewed the City's Investment Policy and investment strategies; and making other provisions related to the subject.

**EXHIBITS:** Resolution

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**RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, CONFIRMING THAT THE CITY COUNCIL HAS REVIEWED THE CITY’S CURRENT INVESTMENT POLICY AND INVESTMENT STRATEGIES AND HAS AMENDED THIS POLICY AS NECESSARY.**

\* \* \* \* \*

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

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

Section 2. The City Council has considered the recommendations of the City Treasurer and others and has concluded that the Investment Policy attached as Exhibit A, as amended, is adequate to protect the City's interests and govern the investment activities for all funds of the City and is hereby adopted.

PASSED, APPROVED, AND RESOLVED this 28th day of January 2025.

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

ATTEST:

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

# City of Hunters Creek Village, Texas

## Investment Policy



### Adopted by the City Council

**On November 15, 2005 by Resolution No. 05-14**  
**Confirmed on April 17, 2007 by Resolution No. 07-02**  
**Amended on December 8, 2009 by Resolution No. 09-11**  
**Confirmed on April 26, 2011 by Resolution No. 2011-01**  
**Confirmed on January 24, 2012 by Resolution No. 2012-04**  
**Confirmed on January 22, 2013 by Resolution No. 2013-04**  
**Confirmed on February 3, 2014 by Resolution No. 2014-02**  
**Confirmed on January 27, 2015 by Resolution No. 2015-01**  
**Confirmed on January 26, 2016 by Resolution No. 2016-01**  
**Confirmed on January 24, 2017 by Resolution No. 2017-01**  
**Confirmed on December 12, 2017 by Resolution No. 2017-08**  
**Amended on February 26, 2019 by Resolution No. 2019-02**  
**Confirmed on January 28, 2020 by Resolution No. 2020-01**  
**Confirmed on January 26, 2021 by Resolution No. 2021-01**  
**Confirmed on January 24, 2023 by Resolution No. 2023-01**  
**Amended on February 27, 2024 by Resolution No. 2024-01**  
**Confirmed on January 28, 2025 by Resolution No. 2025-01**



**CITY OF HUNTERS CREEK VILLAGE  
INVESTMENT POLICY**

**SECTION I. - POLICY**

It is the policy of the City of Hunters Creek Village (the "City") that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue of City funds. The City's investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- Safety and preservation of principal
- Maintenance of sufficient liquidity to meet operating needs
- Public trust from prudent investment activities
- Optimization of interest earnings on the portfolio

**SECTION II. – PURPOSE**

The purpose of this investment policy is to comply with Chapters 2256 and 2257 of the Government Code ("Public Funds Investment Act" and "Public Funds Collateral Act), which requires the City to adopt a written policy regarding the investment and deposit of its funds and funds under its control. This Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City's funds.

**SECTION III. - SCOPE**

This Investment Policy shall govern the investment and deposit of all financial assets of the City, except those listed in Section 2256.004 of the Public Funds Investment Act. These funds are accounted for in the City's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Capital Projects Funds
- Enterprise Funds
- Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately

- Any new fund created by the City, unless specifically exempted from this Policy by City Council or by law.

The City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of the City by outside agencies under deferred compensation programs and pension programs.

#### **SECTION IV. INVESTMENT OBJECTIVES**

The City shall manage and invest its cash with four primary objectives, listed in order of priority: safety, liquidity, public trust, and yield, expressed as optimization of interest earnings. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The City shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

##### Safety [PFIA 2256.005(b)(2)]

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- Credit Risk - The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, by:
  - Limiting investments to the safest types of investments
  - Pre-qualifying the financial institutions and broker/dealers with which the City will do business
  - Diversifying the investment portfolio so that potential losses on individual issuers will be minimized.

- Interest Rate Risk - The City will minimize the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
  - Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
  - Investing operating funds primarily in certificates of deposit, shorter-term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
  - Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

Liquidity [PFIA 2256.005(b)(2)]

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity. In addition, a portion of the portfolio will consist of securities with active secondary or resale markets.

Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

Yield (Optimization of Interest Earnings) [PFIA 2256.005(b)(3)]

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

**SECTION V. - RESPONSIBILITY AND CONTROL**

Delegation of Authority [PFIA 2256.005(f)]

In accordance with the Public Funds Investment Act, the City Council designates the Mayor and the Treasurer as the City's Investment Officers. An Investment Officer is authorized to execute investment transactions on behalf of the City. No person may engage in an investment transaction or the management of the City funds except as provided under the terms of this Investment Policy as approved by the Council. The investment authority granted to the investing officers is effective until rescinded by the Council.

### Quality and Capability of Investment Management [PFIA 2256.005(f)]

The City shall provide periodic training in investments for the designated investment officers and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to ensure the quality and capability of investment management in compliance with the Public Funds Investment Act.

### Training Requirement [PFIA 2256.008]

In accordance with the Public Funds Investment Act, designated Investment Officers shall attend an investment training session no less often than once every two years and shall receive not less than 10 hours of instruction relating to investment responsibilities, unless the City invests municipal funds only in interest-bearing deposit accounts or certificates of deposit. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source approved by Council. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom the City may engage in an investment transaction.

### Internal Controls

The City Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the City Treasurer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members
- Written confirmation for telephone (voice) transactions for investments and wire transfers
- Development of a wire transfer agreement with the depository bank or third-party custodian.

### Prudence [PFIA 2256.006]

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor rule". This rule states that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in

the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved investment policy of the City.

### Indemnification

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

### Ethics and Conflicts of Interest [PFIA 2256.005(i)]

Officials and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officials shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

An Investment Officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

## **SECTION VI. - SUITABLE AND AUTHORIZED INVESTMENTS**

### Portfolio Management

To meet the investment objectives of the City, the maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.

- Cash flow needs of the City require that the investment be liquidated.

#### Investments [PFIA 2256.005(b)(4)(A)]

City funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). Investment of City funds in any instrument or security not authorized for investment under the Act is prohibited. The City will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

#### Certifications from Sellers of Investments [PFIA 2256.005(k)]

The investment officer shall present this policy to any business organization offering to enter into an investment transaction with the City and obtain from such business organization a policy certificate in form acceptable to the City; provided, however, that no certificate is required from a business organization that the City has not employed to use discretionary investment authority. Provided, further, an investment pool used by the City shall provide to the City the pool's policy regarding holding deposits in cash.

#### I. Authorized [PFIA 2256.009(a)]

The following investments are permitted by this policy:

1. U.S. Government obligations, U.S. Government Agency obligations and U.S. Government instrumentality obligations.
2. Certificates of Deposit 1) issued by a depository institution that has its main office or a branch office in Texas, 2) backed by full FDIC, and 3) collateralized as required by Chapter 2257 of the Public Funds Collateral Act.
3. Certificates of Deposit other than those in item 2 above, provided that: 1) the funds are invested through a broker that has its main office or a branch office in Texas and is selected from the list of authorized brokers adopted by the City or a depository institution that has its main office or a branch office in Texas and is selected by the City; 2) the broker or the depository institution arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located; 3) the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and 4) the City appoints an entity authorized by Section 2256.010(b) of the Public Funds Investment Act as custodian with respect to the certificates of deposit issued for the account of the City.
4. Savings and loan association deposits (backed by FSLIC).
5. Money Market Mutual Funds that are 1) registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 90 days or less, 3) rated AAA by at least one nationally recognized rating service, and 4) seek to maintain a net asset value of \$1.00 per share.



6. Local government investment pools, which 1) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, 3) seek to maintain a \$1.00 net asset value, and 4) are authorized by resolution or ordinance by the City Council.
  
7. Any other investment authorized by Section 2256.009(a) of the Public Funds Investment Act; provided, however, that any investments of municipal funds other than investments identified in items 1-6 above: (i) are managed by a professional investment manager under contract with the City to manage these investments; and (ii) are invested in accordance with the requirements of the Public Funds Investment Act and this Policy.

All prudent measures will be taken to liquidate an investment that is downgraded to 1 less than the required minimum rating. The use of Derivatives is prohibited. (PFIA 2256.021)

II. Solicitation of Bids for Certificates of Deposit

Bids for certificates of deposit may be solicited orally, in writing, electronically, or in any combination of these methods.

III. Not Authorized [PFIA 2256.009(b)(1-4)]

Investments including interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years are strictly prohibited.

## SECTION VII. - INVESTMENT PARAMETERS

### Maximum Maturities [PFIA 2256.005(b)(4)(B)]

The longer the maturity of the investments, the greater their price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in short-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. The City will not directly invest in securities maturing more than two (2) years from the date of purchase.

The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

The composite portfolio of the City will have a weighted average maturity of 365 days or less. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security and investment fund of the City. [PFIA 2256.005(b)(4)(C)]

### Diversification [PFIA 2256.005(b)(3)]

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid over concentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks,
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs) and money market funds to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by investment type, are established for the City's total portfolio:

<u>INVESTMENT TYPE</u>	<u>MAXIMUM INVESTMENT AMOUNT</u>
U. S. Treasury Securities	100%
U. S. Agencies	85%
Certificates of Deposit & Money Market Savings	100%
Accounts Money Market Mutual Funds	50%
Local Government Investment Pools	100%

## SECTION VIII. - SELECTION OF BANKS AND DEALERS

### Depository

At least every five (5) years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository shall be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

### Authorized Brokers/Dealers [PFIA 2256.025]

The City shall, at least annually, review, revise, and adopt a list of qualified broker/dealers and financial institutions authorized to engage in securities transactions with the City. Those firms that request to become qualified bidders for securities transactions will be required to provide: 1) a completed broker/dealer questionnaire that provides information regarding creditworthiness, experience and reputation; and 2) a certification stating the firm has received, read and understood the City's investment policy and agrees to comply with the policy. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories. All investment pools or investment management firms under contract with the City to invest or manage the City's investment portfolio must sign a certification acknowledging that the organization has received and reviewed the City's investment policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by the City's policy. [PFIA 2256.005(k-1)]

### Competitive Bids

It is the policy of the City to require competitive bidding for all individual security purchases and sales except for: a) transactions with money market mutual funds and local government investment pools and b) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution.

### Delivery vs. Payment [PFIA 2256.005(b)(4)(E)]

Securities shall be purchased using the delivery vs. payment method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

## **SECTION IX. - SAFEKEEPING OF SECURITIES AND COLLATERAL**

### Safekeeping and Custodian Agreements

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure the City's deposit accounts. Securities owned by the City shall be held in the City's name as evidenced by safekeeping receipts of the institution holding the securities.

Collateral pledged to secure deposits will be held by a third-party custodian approved by the City and pledged to the City as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by the depository bank's trust department, a Federal Reserve bank or branch of a Federal Reserve bank, or a third-party custodian in an institution that is so designated or approved by the City.

### Collateral Policy [PFCA 2257.023]

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City funds on deposit with a depository bank, other than investments. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less any amount insured by the FDIC. At its discretion, the City may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with whom the City has a current custodial agreement. The Mayor, with approval of the City Council, is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. Collateral shall be reviewed at least quarterly to assure that the market value of the pledged securities is adequate.

### Collateral Defined

The City shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities.
- Direct obligations of the state of Texas or its agencies and instrumentalities.

- Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than A or its equivalent with a remaining maturity of ten (10) years or less.
- A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than A.

Subject to Audit

All collateral shall be subject to inspection and audit by the Treasurer or the City's independent auditors.

**SECTION X. - PERFORMANCE**

Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City.

Performance Benchmark

It is the policy of the City to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value. The City's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U. S. Treasury Bills at a maturity level comparable to the City's weighted average maturity in days.

**SECTION XI. - REPORTING [PFIA 2256.023]**

Methods

The Treasurer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principles. This summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.



- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period.
- The percentage of the total portfolio that each type of investment represents.
- Statement of compliance of the City's investment portfolio with state law and the investment strategy and policy approved by the City Council.

An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body [PFIA 2256.023(d)].

Monitoring Market Value [PFIA 2256.005(b)(4)CD]

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

**SECTION XII. - INVESTMENT POLICY ADOPTION [ PFIA 2256.005(e)]**

The City's investment policy shall be adopted by resolution of the City Council. It is the City's intent to comply with state laws and regulations. The City's investment policy shall be subject to revisions consistent with changing laws, regulations, and needs of the City. The Council shall adopt a resolution stating that it has reviewed the policy and investment strategies annually, approving any changes or modifications.

**[EXAMPLE]**  
**TEXAS PUBLIC FUNDS INVESTMENT ACT**  
**CERTIFICATION BY BUSINESS**  
**ORGANIZATION**

This certification is executed on behalf of the City of Hunters Creek Village (the investor) and (Business Organization) pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code, and
2. The Qualified Representative of the Business Organization has received and reviewed the City of Hunters Creek Village Investment Policy furnished by the Investor, and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the City that are not made through accounts or other contractual arrangements over which the Business Organization has accepted discretionary investment authority.

DATED this the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Signature of Qualified Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Business Organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

**[EXAMPLE]  
LIST OF QUALIFIED  
BROKERS  
AUTHORIZED TO ENGAGE IN INVESTMENT  
TRANSACTIONS WITH THE CITY OF HUNTERS CREEK  
VILLAGE**

- 1.
- 2.
- 3.
- 4.
- 5.

The above list of broker/dealers and financial institutions were approved by the City Council at a regular meeting, and are qualified to engage in investment transactions with the City of Hunters Creek Village, as required by the Texas Public Funds Investment Act, Chapter 2256.025.

Name: \_\_\_\_\_, Investment Officer

Date: \_\_\_\_\_



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

**AGENDA DATE:** January 28, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas, amending the City's 2024 budget to adjust individual line items to reflect actual expenditures providing for severability; and containing other provisions relating to the subject.

**EXHIBITS:** Budget Amendment

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**ORDINANCE NO. 2025-**

**AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS,  
AMENDING THE CITY'S 2024 BUDGET TO ADJUST INDIVIDUAL LINE  
ITEMS TO REFLECT ACTUAL EXPENDITURES PROVIDING FOR  
SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO  
THE SUBJECT.**

\* \* \* \* \*

WHEREAS, the City of Hunters Creek Village Budget for the Year 2024 was adopted within the time and in the manner required by State law; and

WHEREAS, the City Council finds and determines that changes in the budget are necessary; and

WHEREAS, the City Council finds and determines that the proposed changes in the budget are for municipal purposes, and that the amendment of the budget constitutes an emergency and a matter of public necessity requiring adoption of the amendment to the budget at this time; now therefore,

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

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

Section 2. The City of Hunters Creek Village Budget for the Year 2024 is hereby amended by the adoption of "Amendment No. 1 to the Original Budget of the City of Hunters Creek Village, Texas, for the Year 2024," a copy of which is attached hereto. The "Amendment No. 1 to the Original Budget of the City of Hunters Creek Village, Texas, for the Year 2024" shall be attached to and made a part of the Original Budget by the City Secretary and filed as required by State law.

Section 3. In the event any clause, phrase, provision, sentence, or part of this

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

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of January, 2025.

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

ATTEST:

\_\_\_\_\_  
Tom Fullen  
Acting City Secretary





# Budget Report Account Summary

For Fiscal: 2024 Period Ending: 12/31/2024

		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	7060801.00	7060801.00	-1184.66	6982370.89	-78430.11	1.11
<a href="#">100-00-41005</a>	PREVIOUS AD VALOREM TAXES	15000.00	15000.00	-386.50	62169.11	47169.11	414.46
<a href="#">100-00-41010</a>	FRANCHISE TAXES	400000.00	400000.00	61601.93	349807.59	-50192.41	12.55
<a href="#">100-00-41015</a>	SALES TAXES	650000.00	650000.00	75397.84	758673.50	108673.50	116.72
<a href="#">100-00-41020</a>	MIXED DRINK TAX	20000.00	20000.00	3355.92	29645.86	9645.86	148.23
<a href="#">100-00-41040</a>	PENALTIES/INTEREST	15000.00	15000.00	-41.26	60704.07	45704.07	404.69
<a href="#">100-00-42035</a>	BUILDING PERMITS	325000.00	325000.00	62058.60	470022.32	145022.32	144.62
<a href="#">100-00-42036</a>	CONTRACTOR REGISTRATION	0.00	0.00	1050.00	2550.00	2550.00	0
<a href="#">100-00-42044</a>	CREDIT CARD PROCESSING FEE	2000.00	2000.00	0.00	1887.48	-112.52	5.63
<a href="#">100-00-43056</a>	EMS	50000.00	50000.00	52585.48	67160.18	17160.18	134.32
<a href="#">100-00-43057</a>	CHILD SAFETY FEES	4000.00	4000.00	312.95	4352.90	352.90	108.82
<a href="#">100-00-43070</a>	METRO RECEIPTS	325000.00	325000.00	37698.92	400290.07	75290.07	123.17
<a href="#">100-00-44025</a>	TRAFFIC FINES	150000.00	150000.00	16654.05	251084.34	101084.34	167.39
<a href="#">100-00-44027</a>	COURT TECHNOLOGY FUND	2500.00	2500.00	316.05	4925.90	2425.90	197.04
<a href="#">100-00-44028</a>	COURT SECURITY FUND	3500.00	3500.00	390.00	5956.17	2456.17	170.18
<a href="#">100-00-46030</a>	INTEREST INCOME	200000.00	200000.00	42270.01	624860.71	424860.71	312.43
<a href="#">100-00-48040</a>	BURGLAR ALARM PERMITS	0.00	0.00	0.00	-1628.19	-1628.19	0
<a href="#">100-00-48045</a>	SUBD ST. LIGHTS	35000.00	35000.00	0.00	37240.79	2240.79	106.4
<a href="#">100-00-48055</a>	OTHER INCOME	10000.00	10000.00	550.00	35769.77	25769.77	357.7
<a href="#">100-00-48061</a>	OPIOID ABATEMENT TRUST FUND	0.00	0.00	0.00	898.20	898.20	0
	<b>Revenue Total:</b>	<b>9267801.00</b>	<b>9267801.00</b>	<b>352629.33</b>	<b>10148741.66</b>	<b>880940.66</b>	<b>0.10</b>
<b>Expense</b>							
<a href="#">100-01-71000</a>	SALARIES & WAGES	644356.00	644356.00	49998.25	651519.18	-7163.18	-1.11
<a href="#">100-01-71001</a>	LONGEVITY	6042.00	6042.00	5358.00	5358.00	684.00	11.32
<a href="#">100-01-71002</a>	457B	12887.00	12887.00	975.82	12539.15	347.85	2.7
<a href="#">100-01-71025</a>	TMRS	140663.00	140663.00	12280.74	145301.75	-4638.75	-3.3
<a href="#">100-01-71030</a>	PAYROLL TAXES	49782.00	49782.00	3282.13	48628.02	1153.98	2.32
<a href="#">100-01-71105</a>	INSURANCE BENEFITS	129268.00	129268.00	10786.94	108838.16	20429.84	15.8
<a href="#">100-01-71107</a>	HRA	4000.00	4000.00	0.00	0.00	4000.00	100
<a href="#">100-01-72045</a>	NOTICES & MAILING	10000.00	10000.00	405.34	7241.52	2758.48	27.58
<a href="#">100-01-72055</a>	OFFICE SUPPLIES & PRINTING	8500.00	8500.00	306.53	8270.44	229.56	2.7
<a href="#">100-01-72060</a>	TELEPHONE	19100.00	19100.00	1728.91	15672.11	3427.89	17.95
<a href="#">100-01-72061</a>	TRAVEL & TRAINING	10000.00	10000.00	365.00	4845.78	5154.22	51.54
<a href="#">100-01-72062</a>	TUITION REIMBURSEMENT	5000.00	5000.00	0.00	0.00	5000.00	100
<a href="#">100-01-72063</a>	CERTIFICATION/LICENSE/EDUCATIO	10200.00	10200.00	900.00	8875.00	1325.00	12.99
<a href="#">100-01-72065</a>	MACHINE RENTAL MAINTENANCE	1800.00	1800.00	0.00	1008.62	791.38	43.97
<a href="#">100-01-72090</a>	MEMBERSHIPS & SUBSCRIPTIONS	5200.00	5200.00	418.46	4179.31	1020.69	19.63
<a href="#">100-01-72108</a>	GEN LIABILITY/PROP/WC INS	24933.00	24933.00	595.00	23929.78	1003.22	4.02
<a href="#">100-01-72109</a>	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100
<a href="#">100-01-72110</a>	ELECTIONS	1500.00	1500.00	0.00	0.00	1500.00	100
<a href="#">100-01-72111</a>	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100
<a href="#">100-01-72112</a>	CODIFICATIONS	2000.00	2000.00	0.00	2314.00	-314.00	-15.7
<a href="#">100-01-75040</a>	OFFICE EQUIPMENT	5000.00	5000.00	0.00	5342.40	-342.40	-6.85
<a href="#">100-01-76010</a>	COMPUTER SOFTWARE SERVICES	16207.00	16207.00	0.00	12133.93	4073.07	25.13
<a href="#">100-01-78056</a>	BANK FEES	1000.00	1000.00	-0.76	175.62	824.38	82.44
<a href="#">100-01-78115</a>	PUBLIC RELATIONS	15000.00	15000.00	5168.30	12394.38	2605.62	17.37
<a href="#">100-02-72042</a>	CONSULTING SERVICES	25000.00	25000.00	3396.21	25931.87	-931.87	-3.73
<a href="#">100-02-72085</a>	TAX COLLECTOR/ASSESSOR	60000.00	60000.00	10920.00	66978.00	-6978.00	-11.63
<a href="#">100-02-72120</a>	AUDITOR	19293.00	19293.00	0.00	11030.00	8263.00	42.83
<a href="#">100-02-72300</a>	LITIGATION	25000.00	25000.00	0.00	0.00	25000.00	100

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<a href="#">100-02-72310</a>	CITY ATTORNEY	50000.00	50000.00	765.00	22308.50	27691.50	55.38
<a href="#">100-02-72502</a>	CITY ENGINEER	78750.00	78750.00	1220.00	38800.06	39949.94	50.73
<a href="#">100-02-78504</a>	TCEQ PHIII STORMWATER PERMIT	5000.00	5000.00	1165.00	5894.02	-894.02	-17.88
<a href="#">100-03-72001</a>	VILLAGE FIRE DEPARTMENT	2205750.00	2205750.00	91906.29	2205751.07	-1.07	0
<a href="#">100-03-72005</a>	MEMORIAL VILLAGES POLICE DEPT.	2622267.00	2622267.00	0.00	2622266.67	0.33	0
<a href="#">100-04-72015</a>	GARBAGE SERVICE	606375.00	606375.00	42769.42	470463.62	135911.38	22.41
<a href="#">100-04-72021</a>	STREET LIGHTS-CITY	60000.00	60000.00	5416.85	59502.77	497.23	0.83
<a href="#">100-04-72057</a>	OFFICE SUPP/PRINTING - PW	2000.00	2000.00	104.92	1445.53	554.47	27.72
<a href="#">100-04-72062</a>	TRAVEL/TRAINING - PW	8500.00	8500.00	399.00	3959.34	4540.66	53.42
<a href="#">100-04-72070</a>	MOSQUITO FOGGING CONTRACT	14470.00	14470.00	963.00	16371.00	-1901.00	-13.14
<a href="#">100-04-72091</a>	MEMBERSHIPS/SUBS PW	1000.00	1000.00	55.00	55.00	945.00	94.5
<a href="#">100-04-72205</a>	UNIFORMS-PW	3600.00	3600.00	242.33	3085.84	514.16	14.28
<a href="#">100-04-72500</a>	PW-BUILDING INSPECTIONS	60000.00	60000.00	6960.00	55640.00	2080.00	7.27
<a href="#">100-04-72520</a>	TRUCK MAINTENANCE	15000.00	15000.00	1310.73	13166.17	1833.83	12.23
<a href="#">100-04-72530</a>	TRAFFIC LIGHT MAINTENANCE	3500.00	3500.00	0.00	6263.12	-2763.12	-78.95
<a href="#">100-04-72540</a>	MOWING CONTRACT	75000.00	75000.00	3813.00	78121.93	-3121.93	-4.16
<a href="#">100-04-72541</a>	CONTRACT LABOR	25000.00	25000.00	2125.00	21282.00	3718.00	14.87
<a href="#">100-04-72560</a>	LANDSCAPING	30000.00	30000.00	2137.95	19019.13	10980.87	36.6
<a href="#">100-04-75510</a>	RENTAL/PURCHASE EQUIPMENT	10000.00	10000.00	183.66	11317.35	-1317.35	-13.17
<a href="#">100-04-75550</a>	TRAFFIC SIGNS	3000.00	3000.00	0.00	612.50	2387.50	79.58
<a href="#">100-04-76500</a>	STREET & DRAINAGE MAINTENANCE	100000.00	100000.00	8020.14	95790.84	4209.16	4.21
<a href="#">100-04-78050</a>	BUILDING MAINTENANCE	30000.00	30000.00	663.20	36397.44	-6397.44	-21.32
<a href="#">100-04-78051</a>	JANITORIAL SERVICE BLDG MAINTEN	10474.00	10474.00	1701.30	10057.80	416.20	3.97
<a href="#">100-04-78063</a>	STORM DISASTER FUND	300000.00	300000.00	1102.83	68398.81	231601.19	77.2
<a href="#">100-04-78540</a>	URBAN FORESTER	10000.00	10000.00	0.00	4960.00	5040.00	50.4
<a href="#">100-04-78544</a>	CREDIT CARD PROCESSING FEES	3000.00	3000.00	458.33	4726.28	-1726.28	-57.54
<a href="#">100-05-73000</a>	JUDGES & PROSECUTORS	40000.00	40000.00	6770.00	45237.50	-5237.50	-13.09
<a href="#">100-05-73020</a>	JURY DUTY FEES	300.00	300.00	0.00	0.00	300.00	100
<a href="#">100-05-73025</a>	WARRANTS ISSUED	500.00	500.00	0.00	744.00	-244.00	-48.8
<a href="#">100-05-73030</a>	COURT SUPPLIES & PRINTING	2500.00	2500.00	0.00	1820.12	679.88	27.2
<a href="#">100-05-73031</a>	COURT TECHNOLOGY	2000.00	2000.00	0.00	0.00	2000.00	100
<a href="#">100-05-73032</a>	COURT SECURITY	2300.00	2300.00	0.00	917.55	1382.45	60.11
<a href="#">100-05-73034</a>	COURT MEMBERSHIPS & SUBSCRIPT	500.00	500.00	0.00	0.00	500.00	100
<a href="#">100-05-73035</a>	COURT-TRAVEL & TRAINING	1500.00	1500.00	125.00	125.00	1375.00	91.67
<a href="#">100-05-73044</a>	CREDIT CARD FEES	2500.00	2500.00	265.06	2276.18	223.82	8.95
<a href="#">100-05-73045</a>	COURT TAX PD TO STATE	65000.00	65000.00	0.00	66845.34	-1845.34	-2.84
<a href="#">100-06-75041</a>	COMPUTER EQUIP. & SOFTWARE	8500.00	8500.00	0.00	28168.40	-19668.40	-231.39
<a href="#">100-06-78064</a>	CAPITAL RESERVE	200000.00	200000.00	0.00	0.00	200000.00	100
	<b>Expense Total:</b>	<b>7910767.00</b>	<b>7910767.00</b>	<b>287527.88</b>	<b>7204297.90</b>	<b>706469.10</b>	<b>0.089305</b>
	<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1357034.00</b>	<b>1357034.00</b>	<b>65101.45</b>	<b>2944443.76</b>	<b>1587409.76</b>	<b>-1.169764</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
	<b>Expense</b>						
<a href="#">200-01-75038</a>	STREET AND MAINTANANCE - RECU	200000.00	200000.00	29567.00	72771.83	127228.17	63.61
<a href="#">200-01-75050</a>	REFORESTATION	20000.00	20000.00	0.00	2995.84	17004.16	85.02
<a href="#">200-01-75053</a>	OUTFALL REPAIRS	250000.00	250000.00	0.00	9800.00	240,200.00	96.08
<a href="#">200-01-75058</a>	STORM SEWER IMPROVEMENTS	250000.00	250000.00	0.00	6702.87	243,297.13	97.32
<a href="#">200-01-75060</a>	SIDEWALK REPLACEMENT	35000.00	35000.00	0.00	0.00	35,000.00	100
<a href="#">200-01-75064</a>	STREET REPLACEMENTS - ONGOING	0.00	0.00	176150.26	465567.51	-465,567.51	0
<a href="#">200-01-75066</a>	ESPLANADE BEAUTIFICATION	50000.00	50000.00	0.00	70483.00	-20,483.00	-40.97
	<b>Expense Total:</b>	<b>805000.00</b>	<b>805000.00</b>	<b>205717.26</b>	<b>628321.05</b>	<b>176678.95</b>	<b>0.219477</b>
	<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>805000.00</b>	<b>805000.00</b>	<b>205717.26</b>	<b>628321.05</b>	<b>176678.95</b>	<b>0.219477</b>

**Budget Report**

**For Fiscal: 2024 Period Ending: 12/31/2024**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND</b>							
<b>Expense</b>							
<a href="#">210-01-75000</a>	MEMORIAL REPLACEMENT FUND	1615383	1615383	0	0	1615383	100
	<b>Expense Total:</b>	<b>1615383</b>	<b>1615383</b>	<b>0</b>	<b>0</b>	<b>1615383</b>	<b>1</b>
<b>CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND Total:</b>		<b>1615383</b>	<b>1615383</b>	<b>0</b>	<b>0</b>	<b>1615383</b>	<b>1</b>
	<b>Report Surplus (Deficit):</b>	<b>-1063349</b>	<b>-1063349</b>	<b>-140615.81</b>	<b>2316122.71</b>	<b>3379471.71</b>	<b>3.17814</b>

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL GOVERNMENT (01)</b>						
Revenue	9267801	9267801	352629.33	10148741.66	880940.66	0.095054
Expense	7910767	7910767	287527.88	7204297.9	706469.1	0.089305
<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1357034</b>	<b>1357034</b>	<b>65101.45</b>	<b>2944443.76</b>	<b>1587409.76</b>	<b>-1.169764</b>
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
Expense	805000	805000	205717.26	628321.05	176678.95	0.219477
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>805000</b>	<b>805000</b>	<b>205717.26</b>	<b>628321.05</b>	<b>176678.95</b>	<b>0.219477</b>
<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT I</b>						
Expense	1615383	1615383	0	0	1615383	1
<b>CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND Total:</b>	<b>1615383</b>	<b>1615383</b>	<b>0</b>	<b>0</b>	<b>1615383</b>	<b>1</b>
<b>Report Surplus (Deficit):</b>	<b>-1063349</b>	<b>-1063349</b>	<b>-140615.81</b>	<b>2316122.71</b>	<b>3379471.71</b>	<b>3.17814</b>

### Fund Summary

Fund	Original	Current	Period	Fiscal	Variance
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (0	1357034	1357034	65101.45	2944443.76	1587409.76
200 - CAPITAL IMPROVEMENTS (	-805000	-805000	-205717.26	-628321.05	176678.95
210 - CAPITAL IMPROVEMENTS -	-1615383	-1615383	0	0	1615383
<b>Report Surplus (Deficit):</b>	<b>-1063349</b>	<b>-1063349</b>	<b>-140615.81</b>	<b>2316122.71</b>	<b>3379471.71</b>

AMENDMENT NO. 1 TO THE ORIGINAL BUDGET  
OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS  
FOR THE YEAR 2024

- 1) A change to the line item titled "Salaries and Wages"  
(Account #71000) to reflect an increase in the amount of \$7,163.18  
  
A change to the line item titled "TMRS"  
(Account #71025) to reflect an increase in the amount of \$4,638.75  
  
A change to the line item titled "Insurance Benefits"  
(Account #71105) to reflect a decrease in the amount of \$11,801.93
  
- 2) A change to the line item titled "Codifications"  
(Account #72112) to reflect an increase in the amount of \$314.00  
  
A change to the line item titled "Office Equipment"  
(Account #75040) to reflect an increase in the amount of \$342.40  
  
A change to the line item titled "Consulting Services"  
(Account #72042) to reflect an increase in the amount of \$931.87  
  
A change to the line item titled "Public Relations"  
(Account #78115) to reflect a decrease in the amount of \$1,588.27
  
- 3) A change to the line item titled "Tax Collector/Assessor"  
(Account #72085) to reflect an increase in the amount of \$6,978.00  
  
A change to the line item titled "Judges and Prosecutors"  
(Account #73000) to reflect an increase in the amount of \$5,237.50  
  
A change to the line item titled "Warrants Issued"  
(Account #73025) to reflect an increase in the amount of \$244.00  
  
A change to the line item titled "Court Tax paid to State"  
(Account #73045) to reflect an increase in the amount of \$1,845.34  
  
A change to the line item titled "City Attorney"  
(Account #72310) to reflect a decrease in the amount of \$14,304.84



- 4) A change to the line item titled "TCEQ Stormwater Permit"  
(Account #78504) to reflect an increase in the amount of \$894.02
- A change to the line item titled "Village Fire Department"  
(Account #72001) to reflect an increase in the amount of \$1.07
- A change to the line item titled "Mosquito Fogging Contract"  
(Account #2070) to reflect an increase in the amount of \$1,901.00
- A change to the line item titled "Traffic Light Maintenance"  
(Account #72530) to reflect an increase in the amount of \$2,763.12
- A change to the line item titled "Mowing Contract"  
(Account #72540) to reflect an increase in the amount of \$3,121.93
- A change to the line item titled "Rental/Purchase Equipment"  
(Account #75510) to reflect an increase in the amount of \$1,317.35
- A change to the line item titled "Building Maintenance"  
(Account #78050) to reflect an increase in the amount of \$6,397.44
- A change to the line item titled "Credit Card Processing Fees"  
(Account #78544) to reflect an increase in the amount of \$1,726.28
- A change to the line item titled "Computer Equipment and Software"  
(Account #75041) to reflect an increase in the amount of \$19,668.40
- A change to the line item titled "PW-Building Inspections"  
(Account #72500) to reflect an increase in the amount of \$2,080.00
- A change to the line item titled "Garbage Services"  
(Account #72015) to reflect a decrease in the amount of \$39,870.61
- 5) A change to the line item titled "Street Replacement Ongoing"  
(Account #75064) to reflect an increase in the amount of \$465,567.51
- A change to the line item titled "Esplanade Beautification"  
(Account #75066) to reflect a increase in the amount of \$20,483.00
- A change to the line item titled "Outfall Repairs"  
(Account #75053) to reflect a decrease in the amount of \$240,200.00
- A change to the line item titled "Storm Sewer Improvements"  
(Account #75058) to reflect a decrease in the amount of \$243297.13
- A change to the line item titled "Sidewalk Replacement"  
(Account #75060) to reflect a decrease in the amount of \$2,553.38



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

**AGENDA DATE:** January 28, 2025  
**AGENDA SUBJECT:** Discussion and possible action regarding the City's 2025 Arbor Day program.  
**EXHIBITS:** Flyer

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# Arbor Day 2025



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

Celebrate Arbor Day 2025 by planting a new tree (or several new trees) at your home. We are continuing to see the result of drought conditions in recent years diminishing the City's tree canopy in the City's right-of-ways and on private property. Once again, the City of Hunters Creek Village will sponsor an annual Arbor Day tree planting program to encourage planting new trees within our City as part of the continuing effort to maintain and restore the ambiance and benefits of our forest-like environment.

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

Again, this year, Bill Bownds Nursery has made tree planting easy for all residents. Bill Bownds Nursery will plant a 15-gallon tree of your choice from the selection offered on the list for \$245.00 in your yard and will guarantee the tree(s) for a year. If you prefer to plant your new tree(s) yourself, the cost is only \$145.00. Planting instructions will be provided when your tree(s) is delivered. Planting and delivery, depending on the weather, is planned to begin towards the end of March, 2025. There may be limited species available, so please get your order in as soon as possible.

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

Please mail or hand-deliver your completed Arbor Day Tree Order Form to City Hall by **Friday, March 7th, 2025, by 4:00 p.m.**, together with your check. **Checks should be made out to Bill Bownds Nursery.** Sales tax is included.

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

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



# Arbor Day 2025 Tree Order Form



**Check box(s)**

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

Name \_\_\_\_\_ Cellphone \_\_\_\_\_

Signature \_\_\_\_\_

Address \_\_\_\_\_

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

E-mail \_\_\_\_\_

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

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

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

**Please return this Order Form and your check to:**

Attn: Arbor Day 2025  
City of Hunters Creek Village  
#1 Hunters Creek Place,  
Hunters Creek Village, TX 77024

**no later than Friday, March 7th, 2025.**



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

**AGENDA DATE:** January 28, 2025  
**AGENDA SUBJECT:** Discussion and possible action to appoint Jessica Pierce as the Assistant City Secretary.

**EXHIBITS:**

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