

**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, April 22, 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. **AGENDA ITEM**
  - 1. Discussion and possible action to accept the final report from the Planning and Zoning Commission to allow the installation of a plaza cover. **Pgs. 1-7**
- E. **PUBLIC HEARING** *A Public Hearing will be held before the City Council for the purpose of receiving testimony for or against the following...*
  - a. A request from First Congregational Church to amend their Specific Use Permit to install a plaza cover. **Pg. 8**
- F. **AGENDA ITEM**
  - 2. Discussion and possible action regarding an Ordinance amending the Specific Use Permit for First Congregational Church to install a plaza cover. **Pgs. 9-14**

## G. REPORTS

1. City Treasurer Monthly Report [Pgs. 15-19](#)
2. Police Commissioner Monthly Report [Pgs. 20-47](#)
3. Fire Commissioner Monthly Report [Pgs. 48-54](#)
4. Building Official Monthly Report [Pgs. 55-57](#)
5. City Engineer Monthly Report [Pgs. 58-59](#)
6. City Administrator Report
7. Mayor and Council Reports and Comments
  - a. Sidewalk at Beinhorn and Voss

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

1. Approval of the Minutes of the Regular Meeting on March 25, 2025. [Pgs. 60-64](#)
2. Approval of the Cash Disbursement Journal for March 2025. [Pgs. 65-67](#)

## I. REGULAR AGENDA

3. Discussion and possible action to approve Amendment 2025-01 to the Memorial Village Police Department 2025 Budget in the amount of \$100,000.00 which will not result in additional assessments to the City. [Pgs. 68-69](#)
4. Discussion and possible action to approve Amendment 2025-02 to the Village Fire Department's 2025 Budget in the amount of \$110,000.00 which will not result in additional assessments to the City. [Pgs. 70-71](#)
5. Discussion and possible action to approve an extension for New Residence Permit 202200649 at 215 Bryn Mawr Circle. [Pgs. 72-73](#)
6. Discussion and possible action to approve a Joint Participation Interlocal Agreement with Harris County and City of Houston to construct improvements to the pavement along Memorial Drive from Chimney Rock to Greenbay Street. [Pgs. 74-85](#)
7. Discussion and possible action to approve an interlocal agreement with the City of Hedwig Village for Sidewalk replacement on Beinhorn Road. [Pgs. 86-89](#)
8. Discussion and possible action to approve a Resolution appointing Councilmember Stewart Marks as the City's designated representative regarding legislative issue. [Pgs. 90-91](#)

9. Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas, amending the City's 2025 budget to add new individual line items to reflect actual expenditures providing for severability; and containing other provisions relating to the subject. Pgs. 92-95
10. Discussion and possible action to vacate, close, or abandon a portion of Ripple Creek Drive. Pgs. 96-98
11. Discussion and possible action to amend the Fire Sprinkler Ordinance. Pgs. 99-102
- J. 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.
- K. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.
- L. 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: April 17, 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 [tfullen@cityofhunterscreek.com](mailto:tfullen@cityofhunterscreek.com). Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at <http://cityofhunterscreek.com>.



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to accept the final report from the Planning and Zoning Commission to allow the installation of a plaza cover.  
**EXHIBITS:** Final Report

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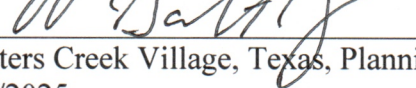
**City of Hunters Creek Village, Texas, Planning and Zoning Commission  
Final Report on Amendment to a Specific Use Permit from First  
Congregational Church**

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After making a Preliminary Report and holding a Public Hearing on such Preliminary Report regarding an amendment to a Specific Use Permit from First Congregational Church, the Planning & Zoning Commission adopts a Final Report regarding an amendment to a Specific Use Permit from First Congregational Church to:

- Allow the installation of a plaza cover.

At such meeting, the Planning & Zoning Commission adopted this Final Report to amend the Specific Use Permit (Ordinance 2017-874, attached hereto as Exhibit "A") of First Congregational Church to allow the installation of a plaza cover and forward this report and recommendation to the City Council of the City of Hunters Creek Village.

Chairman:   
City of Hunters Creek Village, Texas, Planning & Zoning Commission  
Dated: 3/31/2025

ORDINANCE NO. 2017-874

AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, GRANTING A SPECIFIC USE PERMIT TO THE FIRST CONGREGATIONAL CHURCH TO ESTABLISH THE CONDITIONS UNDER WHICH THE CHURCH MAY OPERATE A FARMERS MARKET ON ITS PREMISES; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000; AND PROVIDING FOR SEVERABILITY.

\* \* \* \* \*

**WHEREAS**, the First Congregational Church (the "Church") is the owner of a church facility located at 10840 Beinhorn Road, within the corporate limits of the City of Hunters Creek Village, Texas (the "Church Premises");

**WHEREAS**, the Church Premises are located in District R (Single Family Residential) under the City's Zoning Chapter;

**WHEREAS**, under the Zoning Chapter, churches are now permitted in District R by specific use permit and, in the past were permitted by special exception;

**WHEREAS**, the Church, acting through its duly authorized representative, has presented an application to the City for a specific use permit establishing the conditions under which the Church is permitted to operate a farmers market on the Church Premises;

**WHEREAS**, the Planning & Zoning Commission of the City, after notice and hearing as required by law, has recommended that the City Council grant the requested specific use permit;

**WHEREAS**, the City Council, after notice and hearing as required by law, concludes that the use of the Church Premises for a weekly farmers market, under the conditions established in this Ordinance, is compatible with the purposes behind the District R regulations and an asset to the community; and

**WHEREAS**, the City Council concurs with the recommendation of the Planning & Zoning Commission that the Church be granted a specific use permit to operate a farmers market on its premises.

**NOW THEREFORE,**

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

**Section 1.** The findings contained in the preamble of this Ordinance are adopted.

**Section 2.** The First Congregational Church is hereby granted a specific use permit to operate a farmers market on the Church Premises located at 10840 Beinhorn Road, Hunters Creek Village, Texas, under the following conditions.

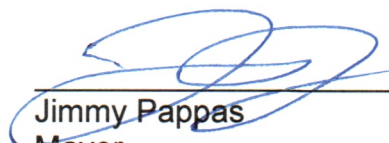
- a. **Hours of Operation.** The hours of operations of the farmers market are limited to Saturdays from 9:00 am to 1:00 pm.
- b. **Limitations on vendors.** The total number of vendors is limited to fifty. At least forty percent of the vendors must be farmers or cottage food producer. No more than ten percent of the fifty vendors can be craft sellers. There shall not be more than three food trucks, on the premises at a time.
- c. **Alcoholic beverages.** No consumption of alcohol shall be allowed for consumption on premises, other than small samples of wine or beer.
- d. **Livestock.** No sale of livestock is allowed.
- e. **Restrooms.** There shall be a minimum of two restrooms available for the use of those attending the farmers market.
- f. **Trash disposal.** The Church shall provide the number of waste bins necessary to serve the needs of the farmers market and shall take such other steps as are reasonably necessary to prevent littering.

**Section 3.** The specific use permit granted by this Ordinance shall remain in full force and effect until further action of the City Council.

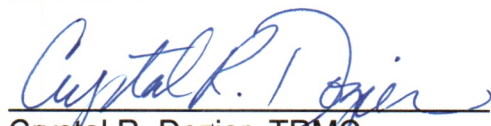
**Section 4.** Any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000. Each day of violation shall constitute a separate offense.

**Section 5.** 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 is the intention of the City Council that the invalidity or unconstitutionality of the one or more parts shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision 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 on this 25<sup>th</sup> day of April, 2017.

  
\_\_\_\_\_  
Jimmy Pappas  
Mayor

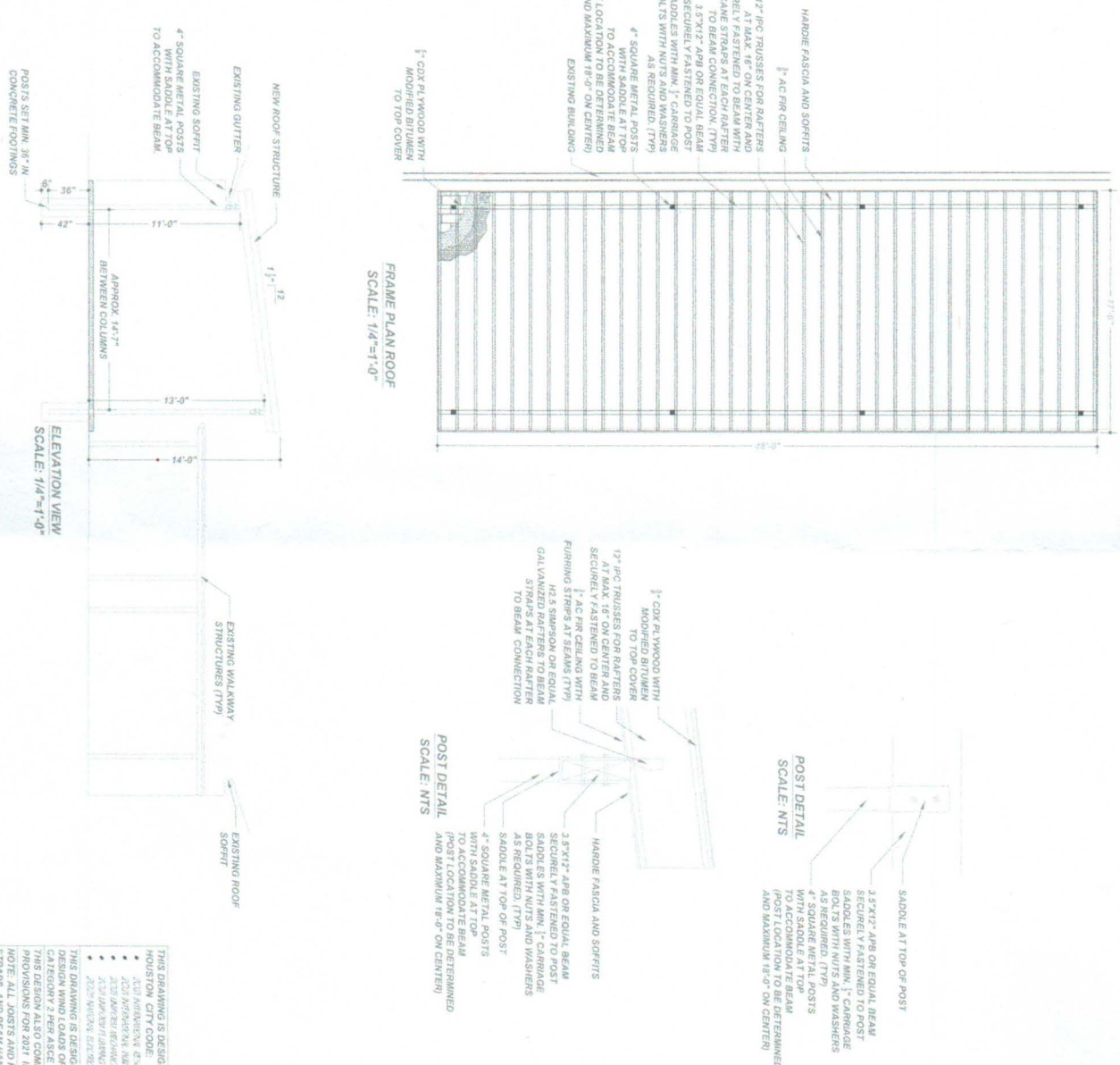
ATTEST:

  
\_\_\_\_\_  
Crystal R. Dozier, TRMC  
City Secretary





**EXHIBIT "A"**

[illegible]

- NOTES: (ROOF STRUCTURE)
1. POSTS TO BE #4 SQUARE METAL POSTS SET MAXIMUM 36" ON CENTER.
2. CONCRETE FLOORS WITH SLOPE AT TOP OF ROOF.
3. 1" CARBIDE TIP DRILL BITS AND WASHERS AT EACH POST.
4. MAXIMUM SPAN OF POSTS TO BE 10'-0" ON CENTER.
5. 2" IPC OR EQUAL RAFTERS AT MAXIMUM 18" ON CENTER WITH HORIZONTAL STRAP AT EACH Rafter TO DEAM CONNECTION STRAPS TO BE HAS 2 X 8 SIMON OR EQUAL.
6. TRUSS OR EQUAL BEAMS AT 18" ON CENTER AND BACK OF STRUCTURE.
7. TOP COVER WITH 3" GCM-PLY WOOD AND MODIFIED BUTYROL AS REQUIRED.
8. CEILING TO BE 1" AC FBW WITH FURNISH STRIPS AT SEAMS TO FINISH.

**ASCE**  
 Address: 1801 Alexander Blvd  
 Reston, VA 20191  
 703.295.6300

**ASCE Hazards Report**

Reference: ASCE/ENR 7-22  
 Risk Category: 1  
 Soil Class: D(very)

Latitude: 39.37772  
 Longitude: -85.65041  
 Elevation: 227.196 ft  
 (NAD 83)

## Wind

### Reference:

Wind Speed	131 V-mph
25-year ARI	79 V-mph
50-year ARI	80 V-mph
75-year ARI	82 V-mph
100-year ARI	112 V-mph
300-year ARI	124 V-mph
700-year ARI	131 V-mph
1000-year ARI	138 V-mph
3,000-year ARI	145 V-mph
10,000-year ARI	151 V-mph
100,000-year ARI	169 V-mph
1,000,000-year ARI	178 V-mph

### Data Source:

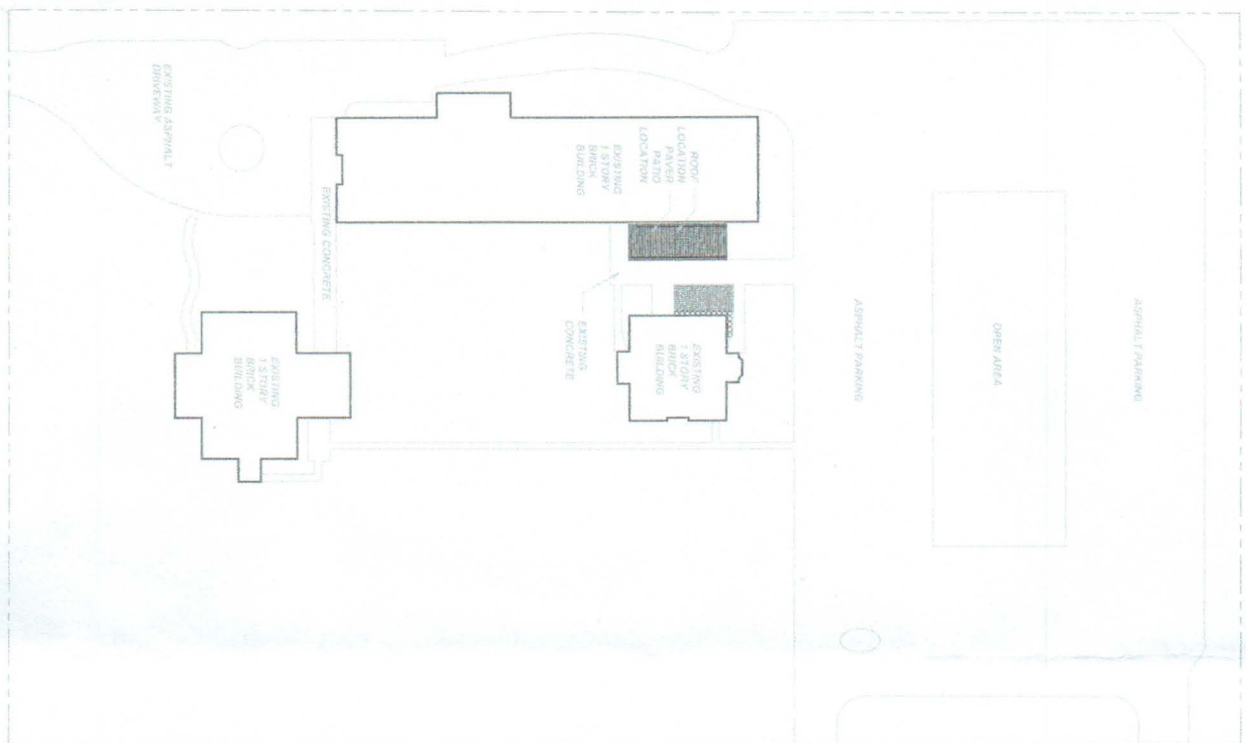
ASCE/ENR 7-22

Fig. 26.6.1.B and Fig. C2.2.1-C2.2.4, and Section 26.6.2  
 The New 07 2004

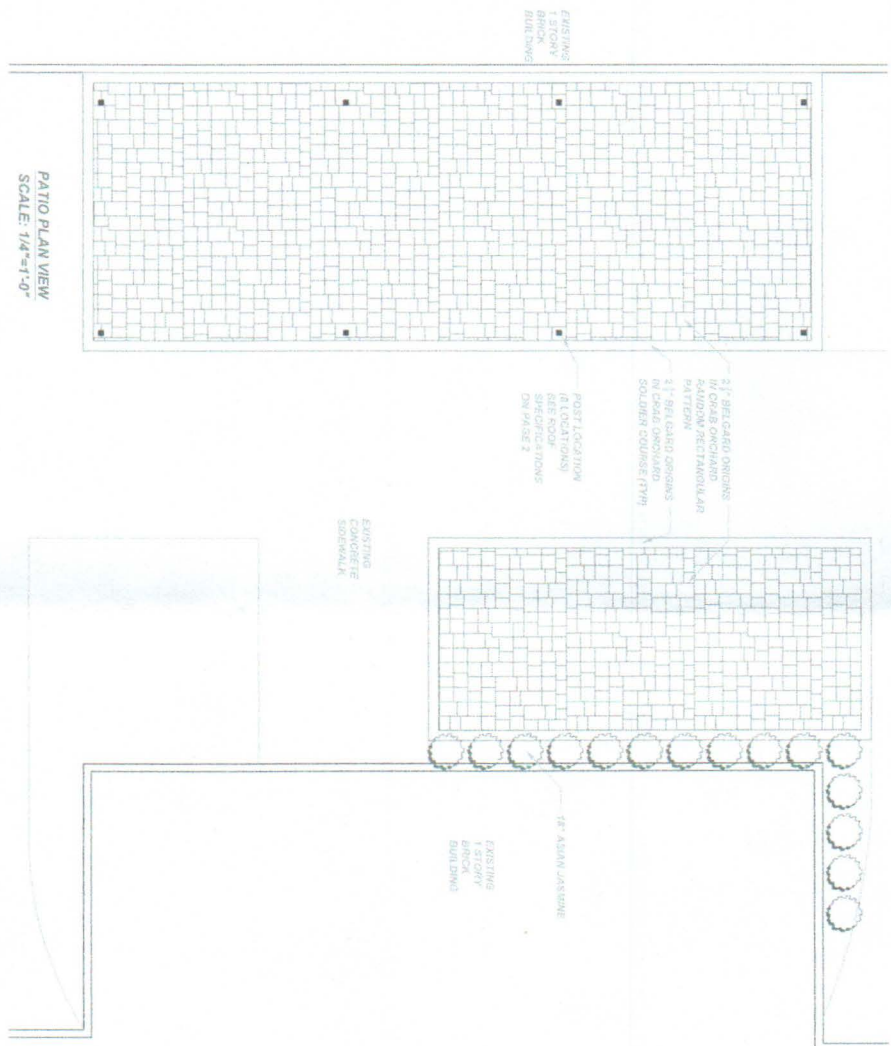
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Page 4 of 4

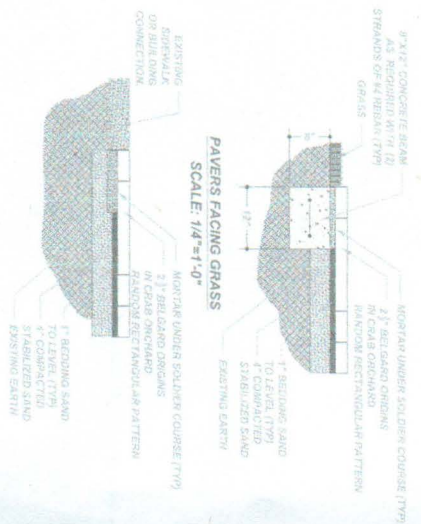
The New 07 2004



PROPERTY PLAN VIEW  
SCALE: 30'-0" = 1"



PATIO PLAN VIEW  
SCALE: 1/4" = 1'-0"



PAVERS AT EXISTING CONCRETE OR BUILDING  
SCALE: 1/4" = 1'-0"

- NOTES: PAVES PATIO
1. INSTALLATION OF BELGARD ORGANS IN GRAB ORCHARD COLO. OR WITH RANDOM RECTANGULAR PATTERN.
  2. STRANDS OF #4 REBAR, MORTAR, AND SOLDIER COURSE AT GRASS PERIMETER. (SEE DETAIL)
  3. BUILDING UNDER SOLDIER COURSE AS REQUIRED AT PERIMETER CONNECTIONS.
  4. 1" THICK COMPACTED SUB BASE WITH 1" BEDDING SAND TO LEVEL.

**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 OF PUBLIC HEARING CITY OF HUNTERS CREEK VILLAGE, TEXAS

Notice is hereby given that a Public Hearing will be held before the Hunters Creek Village City Council on April 22, 2025, at 6:00 p.m., in City Hall at #1 Hunters Creek Place, Hunters Creek Village, Texas, 77024 for the purpose of receiving testimony for or against the following proposed amendments to the zoning chapter:

- A. A request from First Congregational Church to amend their Specific Use Permit to install a plaza cover.

Written comments may be submitted during normal business hours in the office of the City Secretary at #1 Hunters Creek Place, Hunters Creek Village, Texas 77024, or at the public hearing. For more information you may call (713) 465-2150 during normal business hours.

Tom Fullen, City Administrator  
Acting City Secretary



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action regarding an Ordinance amending the Specific Use Permit for First Congregational Church to install a plaza cover.  
**EXHIBITS:** Ordinance

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**ORDINANCE NO. 2025-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, AMENDING A SPECIFIC USE PERMIT FOR THE FIRST CONGREGATIONAL CHURCH TO ALLOW FOR THE INSTALLATION OF A PLAZA COVER; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000; AND PROVIDING FOR SEVERABILITY.**

\* \* \* \* \*

**WHEREAS**, the First Congregational Church (the “Church”) is the owner of a church facility located at 10840 Beinhorn Road, within the corporate limits of the City of Hunters Creek Village, Texas (the “Church Premises”); and

**WHEREAS**, the Church Premises are located in District R (Single Family Residential) under the City’s Zoning Chapter; and

**WHEREAS**, the City Council of the City of Hunters Creek Village, Texas (“City”) adopted Ordinance No. 2017-874 granting the Church Premises a Specific Use Permit to operate a farmer’s market; and

**WHEREAS**, the Church, acting through its duly authorized representative, has presented an application to the City to amend the specific use permit to allow for the installation of a plaza cover on the Church Premises; and

**WHEREAS**, the Planning & Zoning Commission of the City, after notice and hearing as required by law, has recommended that the City Council, via a Final Report, grant the requested amendment to the specific use permit to allow for the installation of a plaza cover; and

**WHEREAS**, the City Council, after notice, acceptance of a Final Report from the Planning & Zoning Commission, and conducting a public hearing as required by law, concludes that the Church may install a plaza cover on the Church Premises;

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

**Section 1.** The findings contained in the preamble of this Ordinance are adopted.

**Section 2.** The First Congregational Church is hereby granted an amendment to the specific use permit to operate a farmers market on the Church Premises located at 10840 Beinhorn Road, Hunters Creek Village, Texas, under the following conditions.

- a. **Hours of Operation.** The hours of operations of the farmers market are limited to Saturdays from 9:00 am to 1:00 pm.
- b. **Limitations on vendors.** The total number of vendors is limited to fifty. At least forty percent of the vendors must be farmers or cottage food producer. No more than ten percent of the fifty vendors can be craft sellers. There shall not be more than three food trucks, on the premises at a time.
- c. **Alcoholic beverages.** No consumption of alcohol shall be allowed for consumption on premises, other than small samples of wine or beer.
- d. **Livestock.** No sale of livestock is allowed.
- e. **Restrooms.** There shall be a minimum of two restrooms available for the use of those attending the farmers market.
- f. **Trash disposal.** The Church shall provide the number of waste bins necessary to serve the needs of the farmers market and shall take such other steps as are reasonably necessary to prevent littering.
- g. A plaza cover may be installed as shown on Exhibit "A".

**Section 3.** The specific use permit granted by this Ordinance and any other applicable Ordinance shall remain in full force and effect until further action of the City Council.

**Section 4.** Any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an

amount not to exceed \$2,000. Each day of violation shall constitute a separate offense.

**Section 5.** 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 is the intention of the City Council that the invalidity or unconstitutionality of the one or more parts shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision 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 on this \_\_\_\_ day of April 2025.

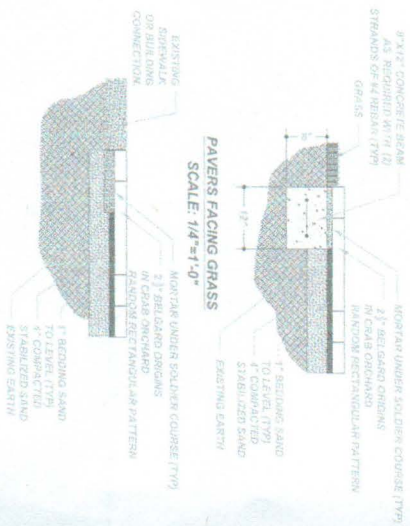
\_\_\_\_\_  
Jim Pappas,  
Mayor

ATTEST:

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



PATIO PLAN VIEW  
SCALE: 1/4"=1'-0"



- NOTES: PAVEN PATIO
1. INSTALLATION OF BELGARD ORIGINS PAVENS IN CRAB ORCHARD COLOR WITH RANDOM RECTANGULAR PATTERN
2. 8"x12" BEAM PERMETER UNDER SOLDIER COURSE WITH 12" STANOS OF #4 REBAR, MORTAR, AND SOLDIER COURSE AT GRADES PERIMETER. (SEE DETAIL)
3. MORTAR UNDER SOLDIER COURSE AS REQUIRED.
4. BUILDING AND CONCRETE PERMETER CONNECTIONS.
5. 4" THICK COMPACTED SUB BASE WITH 1" BEDDING SAND TO LEVEL.

PAVERS AT EXISTING CONCRETE OR BUILDING

PROPERTY PLAN VIEW  
SCALE: 30'-0" = 1"

**City of Hunters Creek Village**  
**Monthly Tax Office Report**  
**March 31, 2025**

Prepared by: J Matelske, Tax Assessor/Collector

A. Current Taxable Value    \$ 3,682,499,651

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	\$ -	\$ 7,328,047.49
Carryover Balance	-	135,231.02	135,231.02
Adjustments	227,116.21	(1,846.40)	225,269.81
Adjusted Levy	7,555,163.70	133,384.62	7,688,548.32
Less Collections Y-T-D	7,287,495.16	1,278.00	7,288,773.16
Receivable Balance	<u>\$ 267,668.54</u>	<u>\$ 132,106.62</u>	<u>\$ 399,775.16</u>

C. COLLECTION RECAP:

Current Month:	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Base Tax	\$ 115,153.77	\$ 1,549.99	\$ 116,703.76
Penalty & Interest	6,151.59	197.82	6,349.41
Attorney Fees	-	98.29	98.29
Other Fees	0.34	-	0.34
Total Collections	<u>\$ 121,305.70</u>	<u>\$ 1,846.10</u>	<u>\$ 123,151.80</u>

Year-To-Date:	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Base Tax:	\$ 7,287,495.16	\$ 1,278.00	\$ 7,288,773.16
Penalty & Interest	18,625.04	404.23	19,029.27
Attorney Fees	-	193.03	193.03
Other Fees	51.68	-	51.68
Total Collections	<u>\$ 7,306,171.88</u>	<u>\$ 1,875.26</u>	<u>\$ 7,308,047.14</u>

Percent of Adjusted Levy	<u>96.70%</u>	<u>96.73%</u>
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# Budget Report

## Account Summary

For Fiscal: 2025 Period Ending: 03/31/2025

		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	7,618,075.00	7,618,075.00	168,270.69	7,224,994.60	-393,080.40	5.16 %
<a href="#">100-00-41005</a>	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	1,861.86	11,434.63	-3,565.37	23.77 %
<a href="#">100-00-41010</a>	FRANCHISE TAXES	400,000.00	400,000.00	20,483.84	71,158.36	-328,841.64	82.21 %
<a href="#">100-00-41015</a>	SALES TAXES	700,000.00	700,000.00	78,769.12	244,513.03	-455,486.97	65.07 %
<a href="#">100-00-41020</a>	MIXED DRINK TAX	20,000.00	20,000.00	1,883.14	8,278.77	-11,721.23	58.61 %
<a href="#">100-00-41040</a>	PENALTIES/INTEREST	25,000.00	25,000.00	11,009.49	19,624.83	-5,375.17	21.50 %
<a href="#">100-00-42035</a>	BUILDING PERMITS	300,000.00	300,000.00	29,806.80	87,401.40	-212,598.60	70.87 %
<a href="#">100-00-42036</a>	CONTRACTOR REGISTRATION	0.00	0.00	1,875.00	3,750.00	3,750.00	0.00 %
<a href="#">100-00-42044</a>	CREDIT CARD PROCESSING FEE	3,500.00	3,500.00	0.00	0.00	-3,500.00	100.00 %
<a href="#">100-00-43056</a>	EMS	0.00	0.00	28,620.74	28,620.74	28,620.74	0.00 %
<a href="#">100-00-43057</a>	CHILD SAFETY FEES	4,000.00	4,000.00	403.30	1,169.13	-2,830.87	70.77 %
<a href="#">100-00-43070</a>	METRO RECEIPTS	350,000.00	350,000.00	39,384.56	122,256.52	-227,743.48	65.07 %
<a href="#">100-00-44025</a>	TRAFFIC FINES	200,000.00	200,000.00	20,929.14	59,912.29	-140,087.71	70.04 %
<a href="#">100-00-44027</a>	COURT TECHNOLOGY FUND	4,000.00	4,000.00	395.70	1,126.32	-2,873.68	71.84 %
<a href="#">100-00-44028</a>	COURT SECURITY FUND	5,000.00	5,000.00	484.26	1,357.42	-3,642.58	72.85 %
<a href="#">100-00-46030</a>	INTEREST INCOME	375,000.00	375,000.00	59,505.78	164,139.03	-210,860.97	56.23 %
<a href="#">100-00-48045</a>	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	0.00	-35,000.00	100.00 %
<a href="#">100-00-48055</a>	OTHER INCOME	10,000.00	10,000.00	500.00	750.00	-9,250.00	92.50 %
<b>Revenue Total:</b>		<b>10,064,575.00</b>	<b>10,064,575.00</b>	<b>464,183.42</b>	<b>8,050,487.07</b>	<b>-2,014,087.93</b>	<b>20.01 %</b>
<b>Expense</b>							
<a href="#">100-01-71000</a>	SALARIES & WAGES	676,574.00	676,574.00	53,471.51	163,866.17	512,707.83	75.78 %
<a href="#">100-01-71001</a>	LONGEVITY	5,802.00	5,802.00	0.00	0.00	5,802.00	100.00 %
<a href="#">100-01-71002</a>	457B	13,534.00	13,534.00	1,042.38	3,093.86	10,440.14	77.14 %
<a href="#">100-01-71025</a>	TMRS	180,419.00	180,419.00	15,414.32	47,178.96	133,240.04	73.85 %
<a href="#">100-01-71030</a>	PAYROLL TAXES	52,271.00	52,271.00	4,290.05	13,518.01	38,752.99	74.14 %
<a href="#">100-01-71105</a>	INSURANCE BENEFITS	138,000.00	138,000.00	11,472.21	46,056.84	91,943.16	66.63 %
<a href="#">100-01-71107</a>	HRA	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">100-01-71500</a>	MAYOR/COUNCIL ALLOWANCE	0.00	0.00	1,500.00	1,500.00	-1,500.00	0.00 %
<a href="#">100-01-72045</a>	NOTICES & MAILING	10,000.00	10,000.00	0.00	314.99	9,685.01	96.85 %
<a href="#">100-01-72055</a>	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	226.85	1,259.84	7,240.16	85.18 %
<a href="#">100-01-72060</a>	TELEPHONE	17,500.00	17,500.00	2,361.96	3,686.31	13,813.69	78.94 %
<a href="#">100-01-72061</a>	TRAVEL & TRAINING	10,000.00	10,000.00	720.70	720.70	9,279.30	92.79 %
<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	2,550.00	7,650.00	75.00 %
<a href="#">100-01-72065</a>	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	0.00	246.21	1,553.79	86.32 %
<a href="#">100-01-72090</a>	MEMBERSHIPS & SUBSCRIPTIONS	5,200.00	5,200.00	2,151.00	2,396.00	2,804.00	53.92 %
<a href="#">100-01-72108</a>	GEN LIABILITY/PROP/WC INS	26,180.00	26,180.00	0.00	0.00	26,180.00	100.00 %
<a href="#">100-01-72109</a>	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">100-01-72110</a>	ELECTIONS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">100-01-72111</a>	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">100-01-72112</a>	CODIFICATIONS	2,000.00	2,000.00	0.00	1,432.20	567.80	28.39 %
<a href="#">100-01-75040</a>	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">100-01-76010</a>	COMPUTER SOFTWARE SERVICES	18,000.00	18,000.00	11,166.50	11,166.50	6,833.50	37.96 %
<a href="#">100-01-78056</a>	BANK FEES	1,000.00	1,000.00	-0.96	-0.96	1,000.96	100.10 %
<a href="#">100-01-78115</a>	PUBLIC RELATIONS	15,000.00	15,000.00	380.10	410.10	14,589.90	97.27 %
<a href="#">100-02-72042</a>	CONSULTING SERVICES	25,000.00	25,000.00	1,838.17	9,886.04	15,113.96	60.46 %
<a href="#">100-02-72085</a>	TAX COLLECTOR/ASSESSOR	63,000.00	63,000.00	0.00	14,254.00	48,746.00	77.37 %
<a href="#">100-02-72120</a>	AUDITOR	20,257.00	20,257.00	0.00	0.00	20,257.00	100.00 %
<a href="#">100-02-72300</a>	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">100-02-72310</a>	CITY ATTORNEY	50,000.00	50,000.00	1,395.00	3,375.00	46,625.00	93.25 %

## Budget Report

For Fiscal: 2025 Period Ending: 03/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">100-02-72502</a>	CITY ENGINEER	78,750.00	78,750.00	3,120.00	5,330.00	73,420.00	93.23 %
<a href="#">100-02-78504</a>	TCEQ PHIII STORMWATER PERMIT	15,000.00	15,000.00	5,680.00	8,935.00	6,065.00	40.43 %
<a href="#">100-03-72001</a>	VILLAGE FIRE DEPARTMENT	2,241,892.00	2,241,892.00	186,824.33	653,885.20	1,588,006.80	70.83 %
<a href="#">100-03-72005</a>	MEMORIAL VILLAGES POLICE DEPT.	2,702,322.00	2,702,322.00	220,471.28	938,549.36	1,763,772.64	65.27 %
<a href="#">100-04-72015</a>	GARBAGE SERVICE	636,693.00	636,693.00	44,625.49	89,250.98	547,442.02	85.98 %
<a href="#">100-04-72021</a>	STREET LIGHTS-CITY	60,000.00	60,000.00	0.00	5,619.54	54,380.46	90.63 %
<a href="#">100-04-72057</a>	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	24.84	40.78	1,959.22	97.96 %
<a href="#">100-04-72062</a>	TRAVEL/TRAINING - PW	8,500.00	8,500.00	0.00	604.05	7,895.95	92.89 %
<a href="#">100-04-72070</a>	MOSQUITO FOGGING CONTRACT	15,194.00	15,194.00	0.00	0.00	15,194.00	100.00 %
<a href="#">100-04-72091</a>	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">100-04-72205</a>	UNIFORMS-PW	3,600.00	3,600.00	258.24	1,109.18	2,490.82	69.19 %
<a href="#">100-04-72500</a>	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	6,840.00	12,120.00	47,880.00	79.80 %
<a href="#">100-04-72520</a>	TRUCK MAINTENANCE	15,000.00	15,000.00	632.32	1,245.40	13,754.60	91.70 %
<a href="#">100-04-72530</a>	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	0.00	2,100.00	1,400.00	40.00 %
<a href="#">100-04-72540</a>	MOWING CONTRACT	75,000.00	75,000.00	3,328.00	3,328.00	71,672.00	95.56 %
<a href="#">100-04-72541</a>	CONTRACT LABOR	25,000.00	25,000.00	2,000.00	5,737.50	19,262.50	77.05 %
<a href="#">100-04-72560</a>	LANDSCAPING	30,000.00	30,000.00	403.70	100.35	29,899.65	99.67 %
<a href="#">100-04-72600</a>	ALPR	0.00	0.00	2,500.00	2,500.00	-2,500.00	0.00 %
<a href="#">100-04-75510</a>	RENTAL/PURCHASE EQUIPMENT	10,000.00	10,000.00	64.93	609.12	9,390.88	93.91 %
<a href="#">100-04-75550</a>	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	1,764.00	1,236.00	41.20 %
<a href="#">100-04-76500</a>	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	6,859.09	17,553.89	82,446.11	82.45 %
<a href="#">100-04-78050</a>	BUILDING MAINTENANCE	30,000.00	30,000.00	689.92	1,048.96	28,951.04	96.50 %
<a href="#">100-04-78051</a>	JANITORIAL SERVICE BLDG MAINTEN...	10,474.00	10,474.00	869.08	2,607.24	7,866.76	75.11 %
<a href="#">100-04-78063</a>	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
<a href="#">100-04-78540</a>	URBAN FORESTER	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">100-04-78544</a>	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	244.83	923.71	2,076.29	69.21 %
<a href="#">100-05-73000</a>	JUDGES & PROSECUTORS	40,000.00	40,000.00	4,840.00	10,400.00	29,600.00	74.00 %
<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	0.00	500.00	100.00 %
<a href="#">100-05-73030</a>	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	0.00	183.50	2,316.50	92.66 %
<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	315.03	315.03	1,984.97	86.30 %
<a href="#">100-05-73034</a>	COURT MEMBERSHIPS & SUBSCRIPT..	500.00	500.00	0.00	305.00	195.00	39.00 %
<a href="#">100-05-73035</a>	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">100-05-73044</a>	CREDIT CARD FEES	2,500.00	2,500.00	278.40	712.60	1,787.40	71.50 %
<a href="#">100-05-73045</a>	COURT TAX PD TO STATE	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00 %
<a href="#">100-06-75041</a>	COMPUTER EQUIP. & SOFTWARE	38,500.00	38,500.00	0.00	16,450.00	22,050.00	57.27 %
<a href="#">100-06-75042</a>	BUILDING OFFICIAL VEHICLE	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00 %
<a href="#">100-06-78064</a>	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
Expense Total:		8,247,012.00	8,247,012.00	599,199.27	2,110,239.16	6,136,772.84	74.41 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):		1,817,563.00	1,817,563.00	-135,015.85	5,940,247.91	4,122,684.91	-226.82 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)							
Expense							
<a href="#">200-01-75038</a>	STREET AND MAINTANANCE - RECU...	200,000.00	200,000.00	54,133.40	54,243.40	145,756.60	72.88 %
<a href="#">200-01-75050</a>	REFORESTATION	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">200-01-75053</a>	OUTFALL REPAIRS	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
<a href="#">200-01-75058</a>	STORM SEWER IMPROVEMENTS	0.00	0.00	0.00	780.00	-780.00	0.00 %
<a href="#">200-01-75064</a>	STREET REPLACEMENTS - ONGOING	1,000,000.00	1,000,000.00	322,511.81	453,916.57	546,083.43	54.61 %
Expense Total:		1,520,000.00	1,520,000.00	376,645.21	508,939.97	1,011,060.03	66.52 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:		1,520,000.00	1,520,000.00	376,645.21	508,939.97	1,011,060.03	66.52 %
Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND							
Expense							
<a href="#">210-01-75000</a>	MEMORIAL REPLACEMENT FUND	2,110,484.00	2,110,484.00	0.00	0.00	2,110,484.00	100.00 %
Expense Total:		2,110,484.00	2,110,484.00	0.00	0.00	2,110,484.00	100.00 %
Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...		2,110,484.00	2,110,484.00	0.00	0.00	2,110,484.00	100.00 %
Report Surplus (Deficit):		-1,812,921.00	-1,812,921.00	-511,661.06	5,431,307.94	7,244,228.94	399.59 %

## 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	10,064,575.00	10,064,575.00	464,183.42	8,050,487.07	-2,014,087.93	20.01 %
Expense	8,247,012.00	8,247,012.00	599,199.27	2,110,239.16	6,136,772.84	74.41 %
<b>Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):</b>	<b>1,817,563.00</b>	<b>1,817,563.00</b>	<b>-135,015.85</b>	<b>5,940,247.91</b>	<b>4,122,684.91</b>	<b>-226.82 %</b>
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02)</b>						
Expense	1,520,000.00	1,520,000.00	376,645.21	508,939.97	1,011,060.03	66.52 %
<b>Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:</b>	<b>1,520,000.00</b>	<b>1,520,000.00</b>	<b>376,645.21</b>	<b>508,939.97</b>	<b>1,011,060.03</b>	<b>66.52 %</b>
<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...</b>						
Expense	2,110,484.00	2,110,484.00	0.00	0.00	2,110,484.00	100.00 %
<b>Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...</b>	<b>2,110,484.00</b>	<b>2,110,484.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,110,484.00</b>	<b>100.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>-1,812,921.00</b>	<b>-1,812,921.00</b>	<b>-511,661.06</b>	<b>5,431,307.94</b>	<b>7,244,228.94</b>	<b>399.59 %</b>

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01	1,817,563.00	1,817,563.00	-135,015.85	5,940,247.91	4,122,684.91
200 - CAPITAL IMPROVEMENTS (0:	-1,520,000.00	-1,520,000.00	-376,645.21	-508,939.97	1,011,060.03
210 - CAPITAL IMPROVEMENTS - N	-2,110,484.00	-2,110,484.00	0.00	0.00	2,110,484.00
Report Surplus (Deficit):	-1,812,921.00	-1,812,921.00	-511,661.06	5,431,307.94	7,244,228.94

## 2025 Municipal Court Recap

Month	Year 2023						Year 2024						Year 2025					
	Total Cases Filed	Citations vs Warnings		Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings		Revenues*	Retained by City	Remitted to State	Total Cases Filed	Citations vs Warnings		Revenues*	Retained by City	Remitted to State
		'C'	'W'					'C'	'W'					'C'	'W'			
Jan.	201	94	107	\$17,968	\$11,754	\$6,214	216	112	104	\$23,782	\$14,989	\$8,793	221	97	124	\$21,923	\$14,625	\$7,298
Feb.	215	99	116	\$16,763	\$11,176	\$5,587	272	130	142	\$23,949	\$15,298	\$8,651	263	130	133	\$19,158	\$12,810	\$6,348
March	127	60	67	\$24,811	\$16,495	\$8,316	278	140	138	\$29,019	\$19,833	\$9,186	295	131	164	\$22,618	\$15,309	\$7,309
April	166	70	96	\$16,709	\$11,396	\$5,313	281	140	141	\$25,022	\$17,188	\$7,834						
May	155	80	75	\$20,168	\$13,533	\$6,635	279	134	145	\$21,304	\$13,540	\$7,764						
June	130	72	58	\$20,621	\$13,271	\$7,350	203	93	110	\$21,522	\$14,445	\$7,077						
July	206	113	93	\$17,059	\$11,615	\$5,444	212	134	78	\$17,660	\$11,832	\$5,828						
Aug.	228	118	110	\$15,144	\$10,061	\$5,083	289	177	112	\$21,050	\$14,639	\$6,411						
Sept.	216	126	90	\$24,709	\$16,568	\$8,141	280	131	149	\$17,686	\$11,211	\$6,475						
Oct.	200	103	97	\$19,744	\$12,968	\$6,776	258	116	142	\$24,872	\$16,399	\$8,473						
Nov.	148	70	74	\$23,248	\$8,378	\$14,869	186	87	99	\$26,704	\$17,568	\$9,136						
Dec.	251	124	126	\$14,188	\$9,572	\$4,616	186	82	104	\$16,797	\$10,762	\$6,035						
TOTAL	2243	1129	1109	\$231,130	\$146,786	\$84,343	2940	1476	1464	\$269,366	\$177,704	\$91,662	779	358	421	\$63,699	\$42,744	\$20,955
Monthly Avg	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	64.92	29.83	35.08	\$5,308.25	\$3,562.00	\$1,746.27

\*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

April 21, 2025

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: March 2025 Monthly Report

During the month of March, MVPD responded/handled a total of 6,064 calls/incidents. 4,055 House Watch checks were conducted. 769 traffic stops were initiated with 799 citations being issued for 1288 violations. (Note: 25 Assists in Hedwig, 130 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:	1945/4477	1442/3138	2	209/174/383	6@3:24
Piney Point:	1659/4242	1093/2842	7	252/183/435	8@3:08
Hunters Creek:	2269/5594	1539/3805	13	263/206/469	12@4:23
				Cites/Warn/Total	26@3:46

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

Call Type	#	Call Type	#	Citations	#
False Alarms:	162	Ord. Violations:	30	Speeding:	160
Animal Calls:	26	Information:	12	Exp. Registration	328
ALPR Hits:	32	Suspicious Situation	87	Ins	155
Assist Fire:	39	Loud Party	14	No License	112
Assist EMS:	40	Welfare Checks:	17	Stop Sign	41
Accidents:	22			Fake Plate	54

*This month the department generated a total of 87 police reports.  
BH-21, PP-22, HC-41, HOU-3, HED-0, SV-0*

Crimes Against of Persons (0)

Assault (0)

Crimes Against Property (10)

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

Petty/Quality of Life Crimes/Events (77)

ALPR Hits (valid)	3	DWI	3
Accidents	22	Towed vehicles	5
Warrants	19	Concealing ID	1
Vandalism	3	Misc	21

Arrest Summary: Individuals Arrested (31)

Warrants	19	DWI	3
Class 3 Arrests	8	Felony	1

Budget YTD:	Expense	Budget	%
• Personnel Expense:	1,459,372	6,744,765	21.6%
• Operating Expense:	343,866	1,192,201	28.8 %
• Total M&O Expenditures:	1,803,238	7,936,966	22.7%
• Capital Expenses:	129,468	170,000	76.2%
• Net Expenses:	1,932,706	8,106,966	24.0%

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

The Finance Committee met and completed work on the 2026 budget for the department. The budget will be presented to the full commission in April for discussion and tentative approval and will be discussed with the cities at their April/May meetings with final votes requested in May/June.

#### Personnel Changes/Issues/Updates

Staff continues to work on identifying suitable officer candidates. One applicant was tested on March 31, 2025, and is completing a personal history statement for the next phase of the selection process.

Commander Baker graduated from the FBI National Academy on March 13, 2025, in Quantico, VA and returned to duty on March 24, 2025.

#### Major/Significant Events

On March 7, 2025, we experienced 2 car burglaries to contractor vehicles who were working in the area. MVPD officers were able to identify and later locate a suspect through the use of the ALPR system. One suspect was taken into custody and second suspect was identified.

On March 9, 2025, officers were dispatched to the area of Strey and Memorial after several car burglaries were reported. Officers were able to locate and arrest one suspect who in turn identified his accomplice.

On March 25, 2025, MVPD assisted HPD with a home invasion robbery in the Longwoods neighborhood area. MVPD was able to utilize ALPR data to identify the suspect's get-away vehicle and direct HPD to the area where the suspect vehicle was driving. HPD stopped and arrested the driver.

#### Status Update on Major Projects

Vehicle upfitting was completed on the marked Tahoe's and they have been assigned to patrol. The new detectives vehicles have been received and are currently at the upfitter for radio and equipment installation.

#### Community Projects

On March 4, 2025, the MVPF hosted the 6<sup>th</sup> Annual Birdies Fore Blues Golf Tournament in conjunction with students from Memorial High School. The fundraiser consisted of 34 teams that raised just over \$200k for the Foundation.

On 3/29/25, the MVPF hosted the 5<sup>th</sup> Annual Food Truck Rodeo at Chapelwood United Methodist Church. Hundreds of people attended the event and activities.

#### V-LINC new registrations in March +20

BH – 1743(+4)

PP – 1234 (+7)

HC – 1735 (+6)

Out of Area – 641(+3)

## MVPD – VFD Monthly Response Times Report

March 2025

### 911/Emergency Designated Calls - EMS and Fire

Total	10@3:50
Bunker Hill	5@3:08
Piney Point	3@4:00
Hunters Creek	2@5:21

### EMS Only

Total	9@3:43
Bunker Hill	5@3:07
Piney Point	2@3:33
Hunters Creek	2@5:21

### Fire Only

Total	1@4:54
Bunker Hill	0@0:00
Piney Point	1@4:54
Hunters Creek	0@0:00

### Radio Calls – Fire Assist

Total	29@4:08
Bunker Hill	5@3:33
Piney Point	16@4:59
Hunters Creek	8@3:20

### Radio Calls – EMS Assist

Total	11@3:20
Bunker Hill	4@3:07
Piney Point	3@2:58
Hunters Creek	4@3:49

2025 Burglary Map

Address	Alarm	POE
11014 Wickwood	N	Rear Window
11119 Meadowick	N	Rear Window
22 Farnham Park	Y	Crtyd Window
628 Voss Road	N	Rear Door
8525 Katy FWY	Y	Side Window
10906 Timberglen	Y	Rear Door

2025 Robberies

Address	MO
300 Gentilly PI	Jugging



Daytime Burglary



Nighttime Burglary

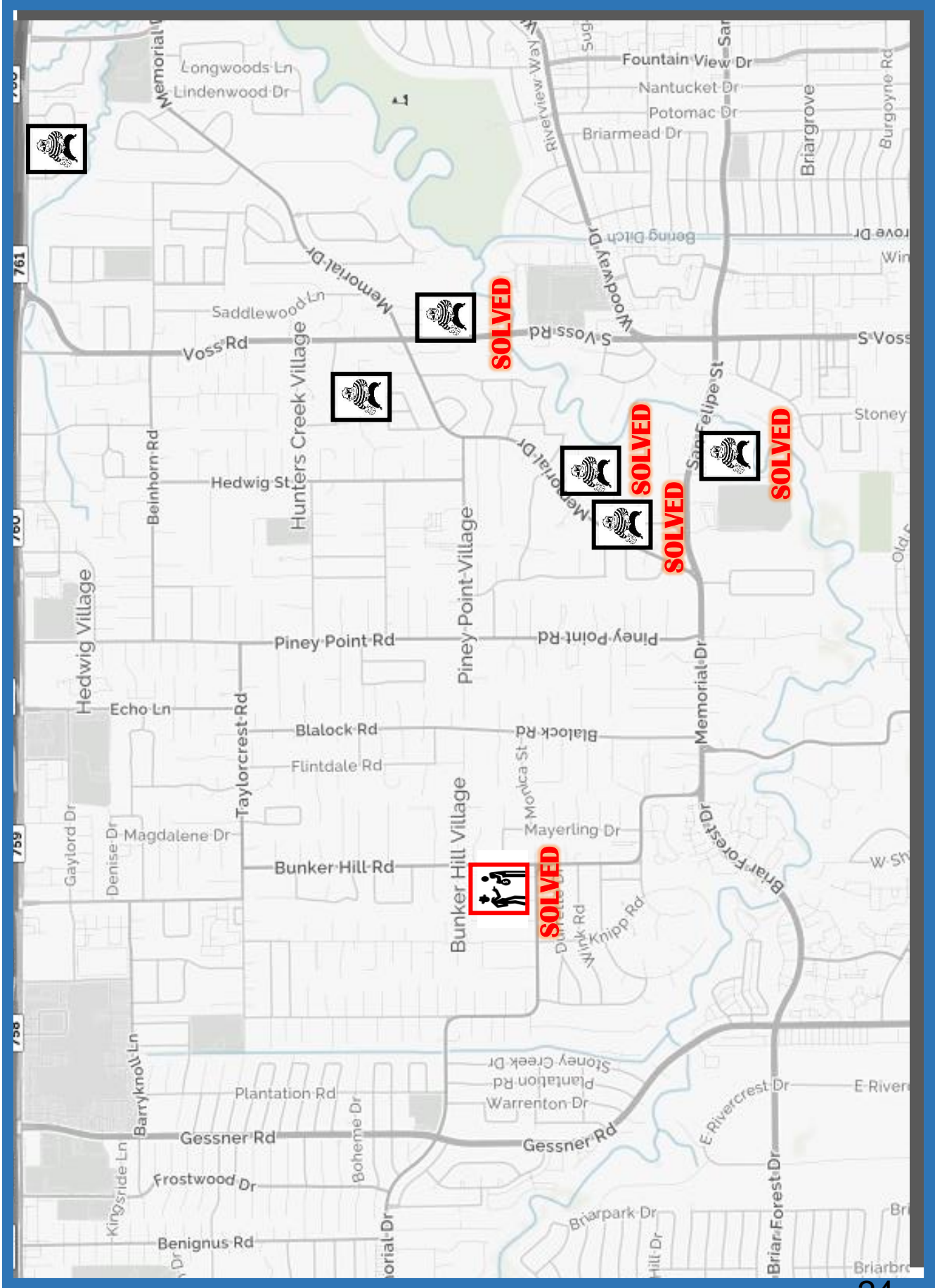


Robbery

2



3/31/25



2025 Auto Burglary Map

Address	POE
533 Dana Lane	UNL
347 Hunters Trail	UNL
110 Radney	UNL
1000 Riverbend	UNL
500 Strey (2)	UNL
724 E. Creekside	UNL

Contractor

Lock/Win Punch

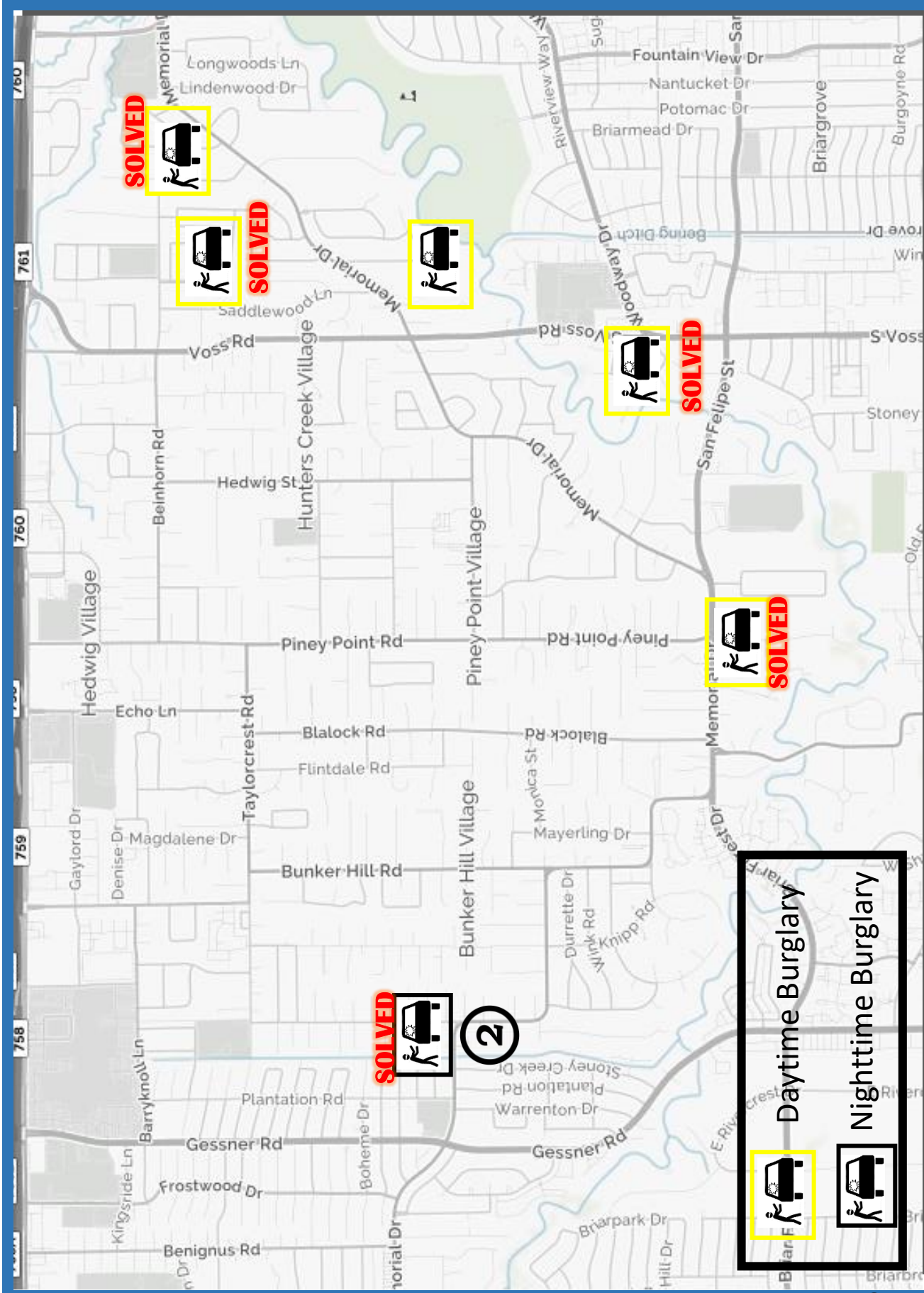
\* Jugging

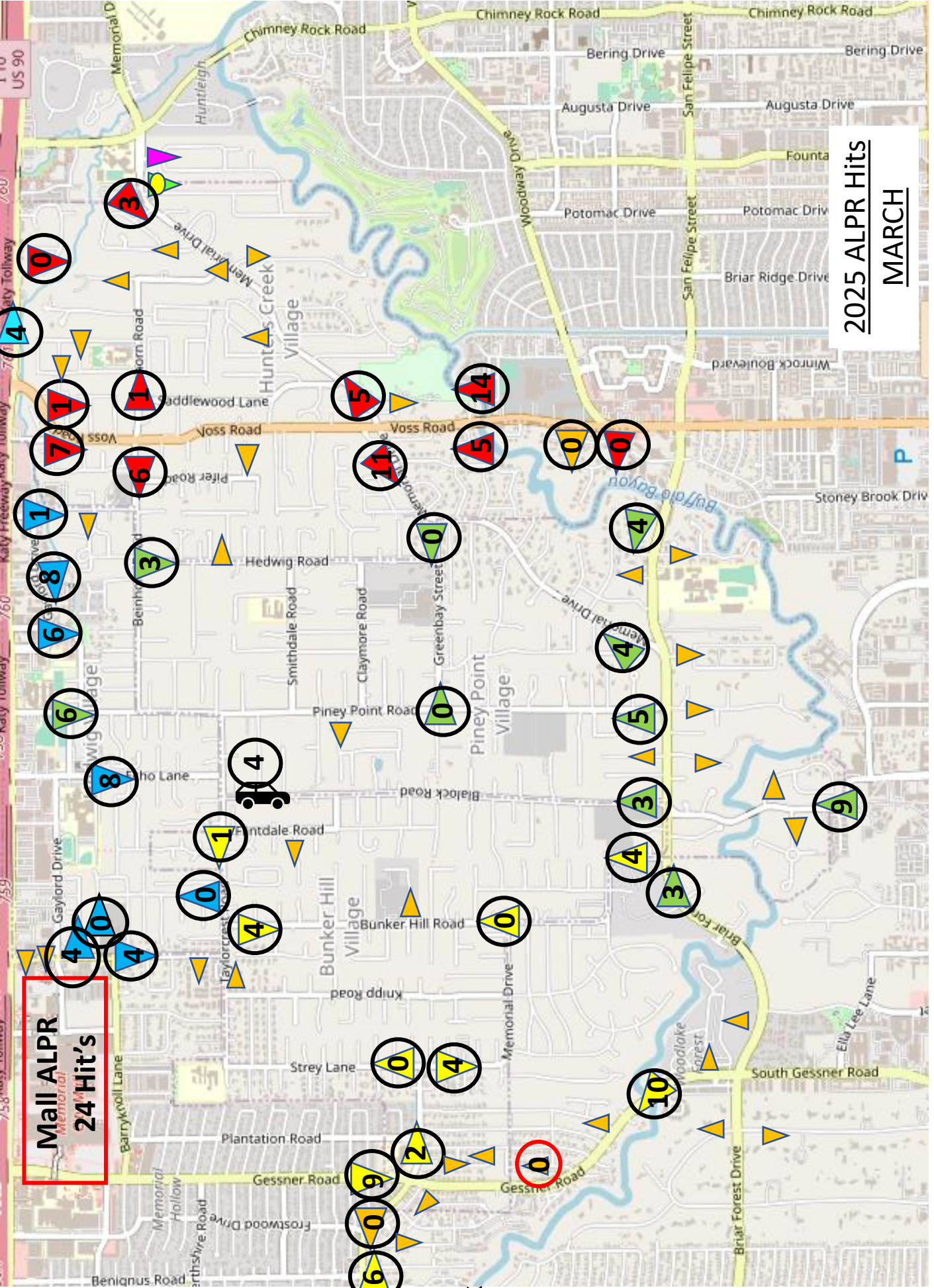


Blue Entry = Actual  
Location Unknown

SOLVED

3/31/25





Hedwig  
▶ (30)

Bunker Hill  
▶

Piney Point  
▶

Hunters Creek  
▶

Frequent Mobile Locations  
🚗

Total Hits  
(162) 26 ▶

Lindenwood  
HOA  
▶

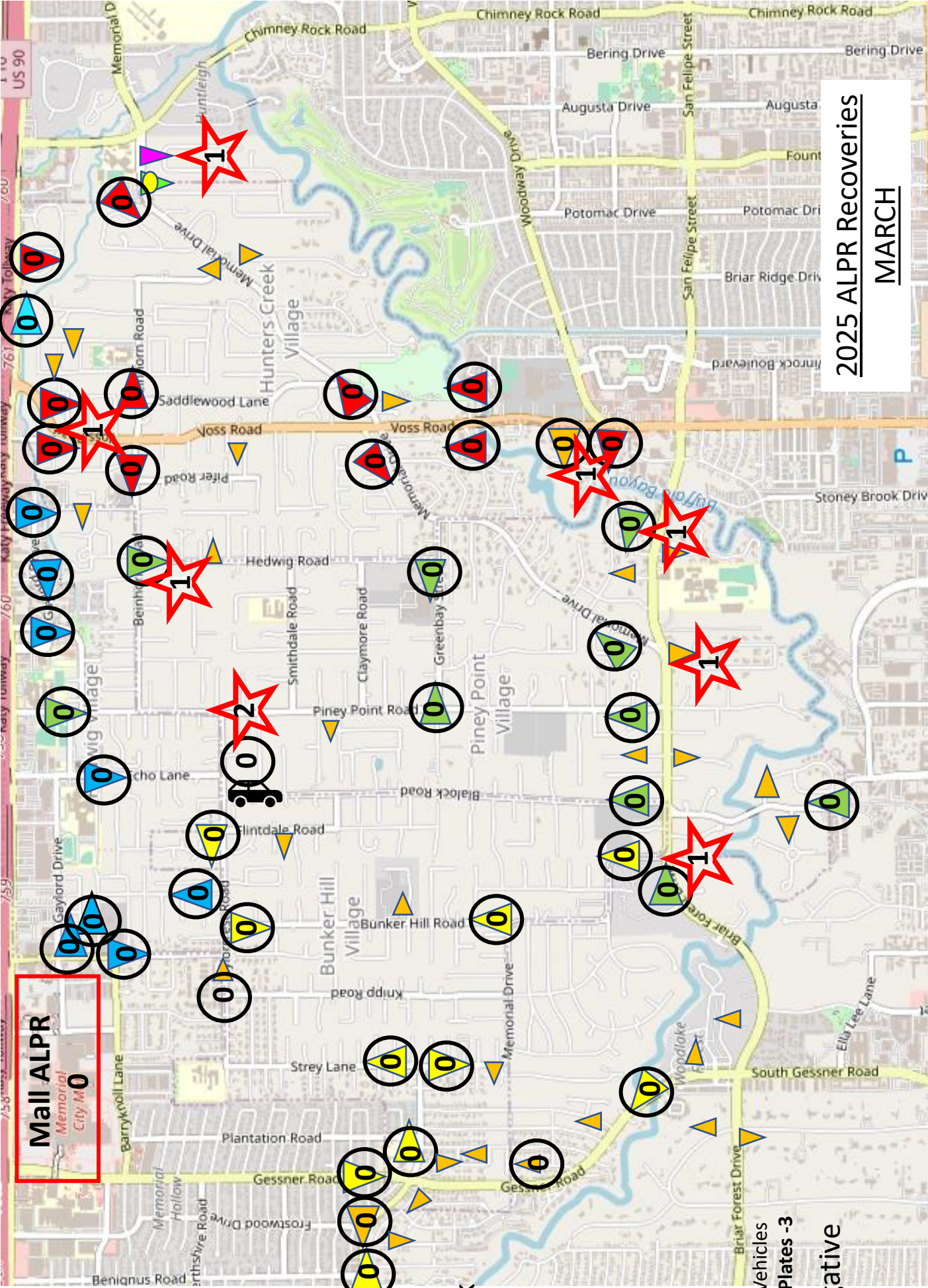
Longwoods  
HOA  
▶

US Coins  
▶

HOA  
Systems-34  
▶

2025 ALPR Hits  
MARCH

3/31/25  
▶



Hedwig

Bunker Hill

Piney Point

Hunters Creek

Frequent Mobile Locations

Recovered Vehicles  
Recovered Plates - 3

Investigative Leads

Lindenwood HOA

Longwoods HOA

US Coins

HOA Systems

Recovered

6

3/31/25

2025 ALPR Recoveries  
MARCH



## 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	12	41	54	7	4656	3203	1256	883	1525	1122	1697	1198
February	2	7	56	65	16	4200	2510	1276	813	1058	627	1628	1068
March	0	10	77	87	31	6064	4055	1945	1442	1659	1093	2269	1539
April													
May													
June													
July													
August													
September													
October													
November													
December													
Total	3	29	174	206	54	14920	9768	4477	3138	4242	2842	5594	3805

2024 Totals	13	117	731	863	196	74417	55558	24548	19569	19598	14461	27723	21515
Difference													
% Change													

# 2025 Officer Committed Time to Service Report

Employee Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Reports	Cites
ALSALMANI, ALI	21:43:09	35:27:56	25:06:58										5	61
BAKER, BRIAN C	*	0:00:00	0:00:00											
BALDWIN, BRIAN	*	13:28:18	8:14:01	2:57:41										
BIEHUNKO, JOHN		15:40:14	20:12:21	19:06:35									5	30
BOGGUS, LARRY	*	1:35:53	6:18:55	0:48:52										
BURLESON, Jason		14:32:02	19:35:41	21:07:05									2	24
BYRD, Rachied		24:40:42	15:36:41	20:04:53									1	27
CANALES, RALPH EDWARD		22:07:13	10:22:31	20:43:33									3	24
CERNY, BLAIR C.	*	14:55:06	15:00:00	1:21:43										
GONZALEZ, Jose		24:24:08	28:28:50	29:28:35									2	32
HARWOOD, NICHOLAS		16:57:08	10:48:24	22:33:30									9	47
JARVIS, RICHARD		21:10:56	21:08:48	15:51:34									4	41
JOHNSON, JOHN		23:42:56	19:58:30	27:57:20									3	55
JONES, ERIC	*	0:06:21	0:00:00	0:00:00										
KING, JEREMY		5:57:30	13:03:05	18:08:53									5	33
KUKOWSKI, Andy		27:54:59	30:25:51	29:13:07									4	78
MCLELVAN, ROBERT		12:22:39	9:57:54	12:10:12									1	31
MILLARD, Shaneca		20:53:11	32:48:34	25:29:07									5	39
ORTEGA, Yesenia		22:55:16	17:40:40	21:12:41									4	26
OWENS, LANE	*	0:00:00	0:00:00	0:00:00										
PALLMINO, Michelle				10:38:00									9	13
PAVLOCK, JAMES ADAM		7:43:45	7:56:16	12:53:27									3	33
RODRIGUEZ, CHRISTOPHER	*	10:19:28	14:35:05	3:16:51										
RODRIGUEZ, JOSE		27:31:06	11:49:13	24:54:38									5	62
RODRIGUEZ, REGGIE		14:07:24	21:31:06	2:58:20									3	25
SCHULTZ, RAYMOND	*	0:00:00	3:10:17	0:00:00										
SILLIMAN, ERIC		8:34:26	16:17:47	19:46:53									5	58
SPRINKLE, MICHAEL		12:49:34	10:54:59	16:40:21									2	21
TAYLOR, CRAIG		9:23:28	0:00:00	0:00:00										
VALDEZ, JUAN		17:17:57	20:02:32	15:37:24									4	18
WHITE, TERRY		23:11:18	23:24:40	47:08:37									3	21
* = Admin												Total	87	799

Dispatch Committed Time														
911 Phone Calls		200	206	408										
3700 Phone Calls		2279	2418	2451										
DP General Phone Calls*		77:37:45	58:37:23	54:42:51										
Radio Transmissions		8293	9138	10095										

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

\$ 93,000.00

Firearm in vehicle	Vehicle found to be Stolen	
Temp Tag	Hotlist	Protective Order

<u>Runaways/Missing</u>		<u>Community Safety Hotline</u>
1/15/2025	TKS4987	8
3/12/2025	TKV9019	7

### **HOT List Hits Other Agencies**

[illegible]

Crime	Date	Plate	ALPR
-------	------	-------	------



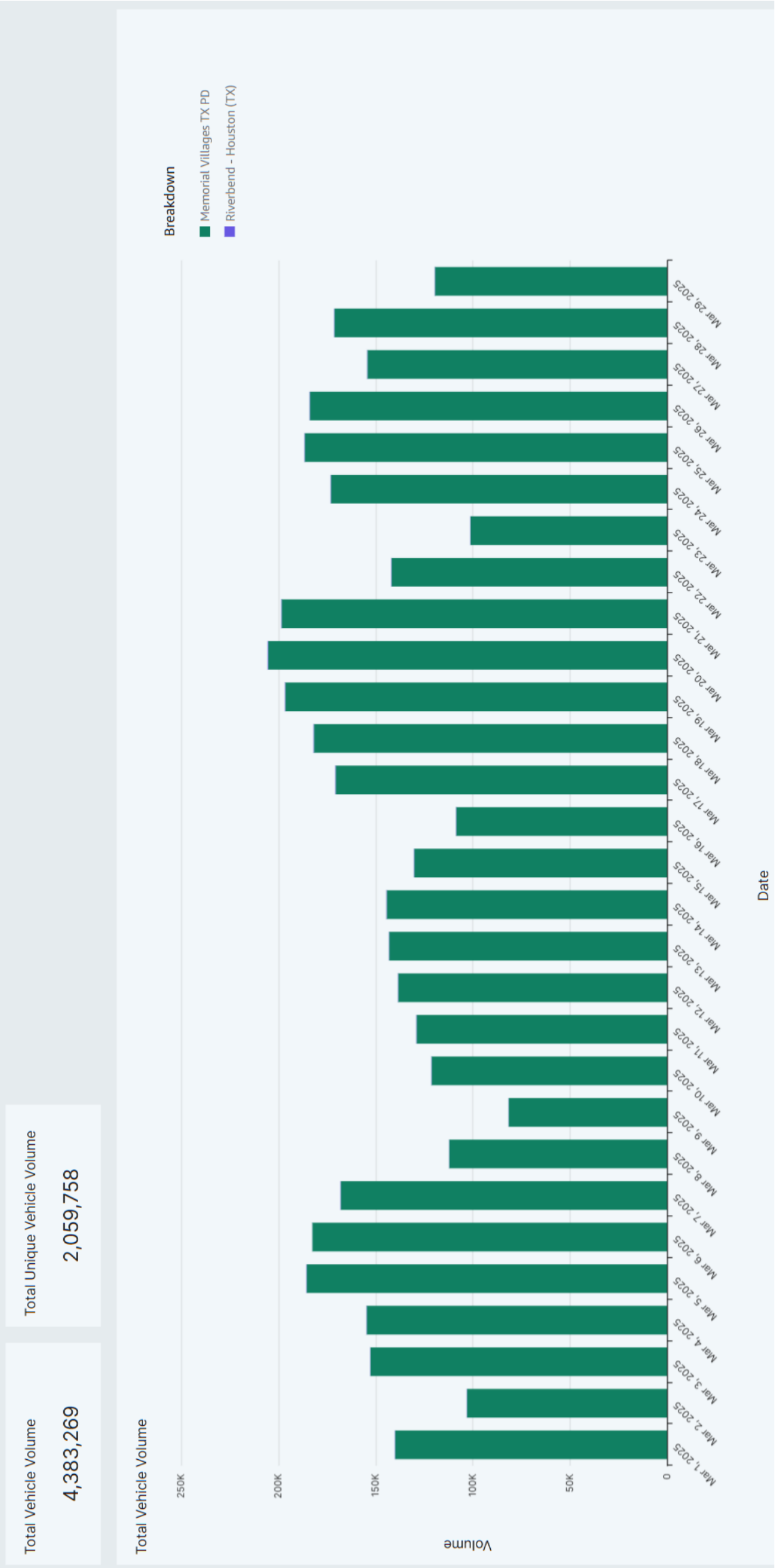
# March 2025 ALPR REPORT



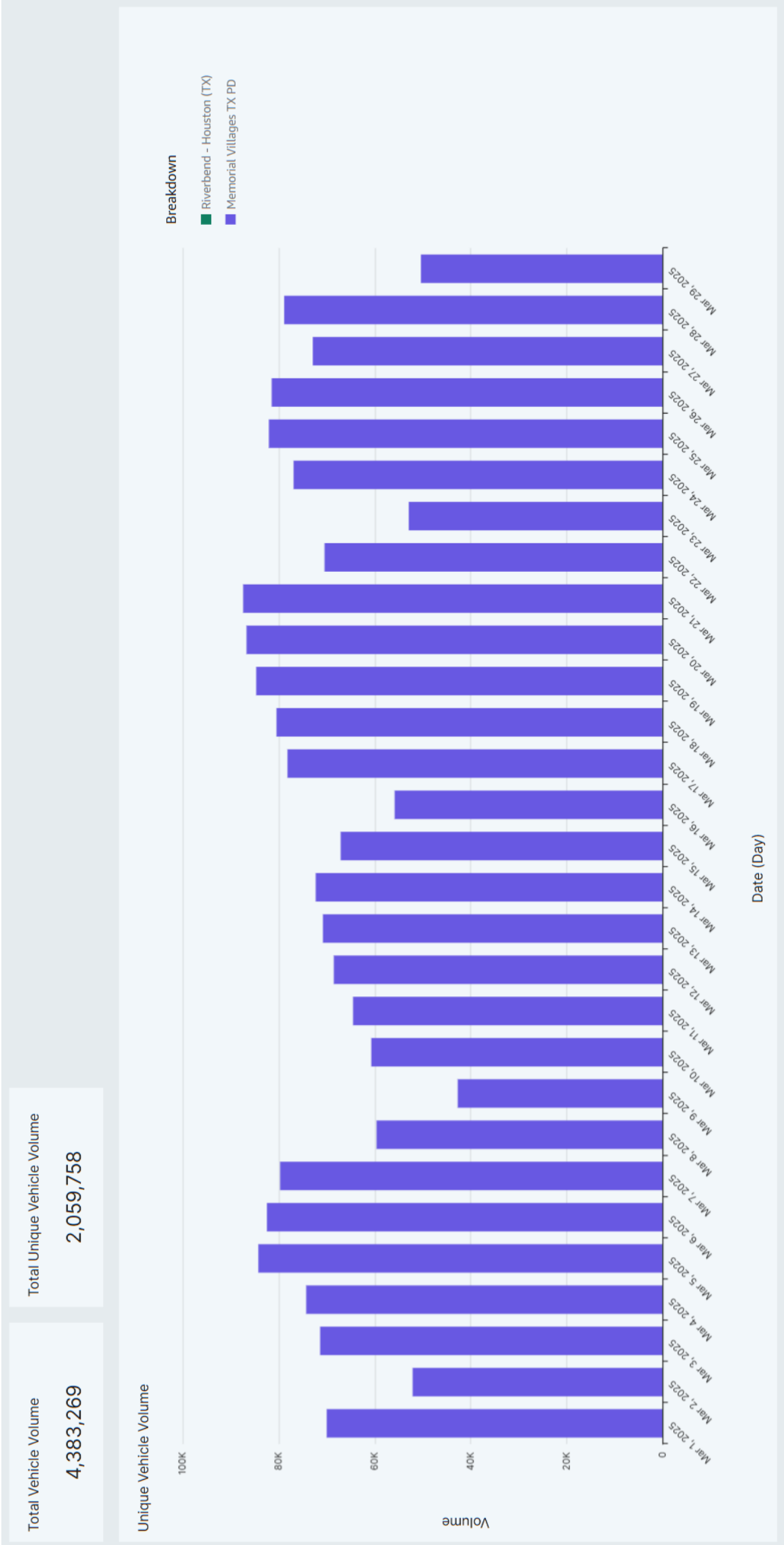
Total Plate Reads, Incl's multiple reads of same plate  
Number of Unique Plates Read – Total without repeats  
Number of Hits/Alerts - All 14 possible categories  
Number of Hits/Alerts of the 6 monitored categories  
Number of Sex Offender Hits (not monitored live)  
Summary Report  
Total Hits-Reads/total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

2025 ALPR Data Report

Total Reads 4,383,269



Unique Reads – 2,059,758



All Categories – All Hotlists

Controls

Date Range ⓘ  
2025/03/01 - 2025/03/31

Timeframe ⓘ  
Day

Cameras ⓘ  
All

Networks ⓘ  
All

Category ⓘ  
All

Alert Sources ⓘ  
All

Hot List Reason ⓘ  
All

Show Hits By ⓘ  
Source Type

Visual Type ⓘ  
Bar Chart

Total Hotlist Alerts  
1,324

Official Hotlist Alerts  
162

Your Custom Hotlist Alerts  
7

Other Custom Hotlist Alerts on Your Networks  
1,155

Total Alerts by Topic

Topic	Alerts
Non Owned Custom Hotlist Alert	1,155
Stolen Vehicle	48
Sex Offender	37
Stolen Plate	30
Protection Order	17
Gang or Suspected Terrorist	16
Warrants	8
Custom Hotlist Alert	7
Missing Person	5
Violent Person	1

Total Hits

Date

Date	Non-Owned Custom Hotlist Alerts	Official Hotlist Alerts	Owned Custom Hotlist Alerts
Mar 1, 2025	45	5	0
Mar 2, 2025	25	2	0
Mar 3, 2025	45	10	0
Mar 4, 2025	30	10	0
Mar 5, 2025	30	5	0
Mar 6, 2025	30	10	0
Mar 7, 2025	20	5	5
Mar 8, 2025	40	5	0
Mar 9, 2025	40	5	5
Mar 10, 2025	40	5	0
Mar 11, 2025	40	5	0
Mar 12, 2025	35	10	0
Mar 13, 2025	45	15	0
Mar 14, 2025	45	5	0
Mar 15, 2025	35	15	0
Mar 16, 2025	20	10	0
Mar 17, 2025	20	10	0
Mar 18, 2025	55	10	0
Mar 19, 2025	40	5	0
Mar 20, 2025	40	5	0
Mar 21, 2025	60	5	0
Mar 22, 2025	45	15	0
Mar 23, 2025	40	10	0
Mar 24, 2025	45	10	0
Mar 25, 2025	45	10	0
Mar 26, 2025	40	5	0
Mar 27, 2025	40	10	0
Mar 28, 2025	70	5	0
Mar 29, 2025	45	5	5

34

Top 6 Categories

Controls

Date Range ⓘ

2025/03/01 - 2025/03/31

Timeframe ⓘ

Day

Cameras ⓘ

All

Networks ⓘ

All

Category ⓘ

All

Alert Sources ⓘ

All

Hot List Reason ⓘ

Custom Hotlist Alert, Gang or Suspect...

Show Hits By ⓘ

Source Type

Visual Type ⓘ

Bar Chart

Total Hotlist Alerts

123

Official Hotlist Alerts

116

Your Custom Hotlist Alerts

7

Other Custom Hotlist Alerts on Your Networks

No data

Total Alerts by Topic

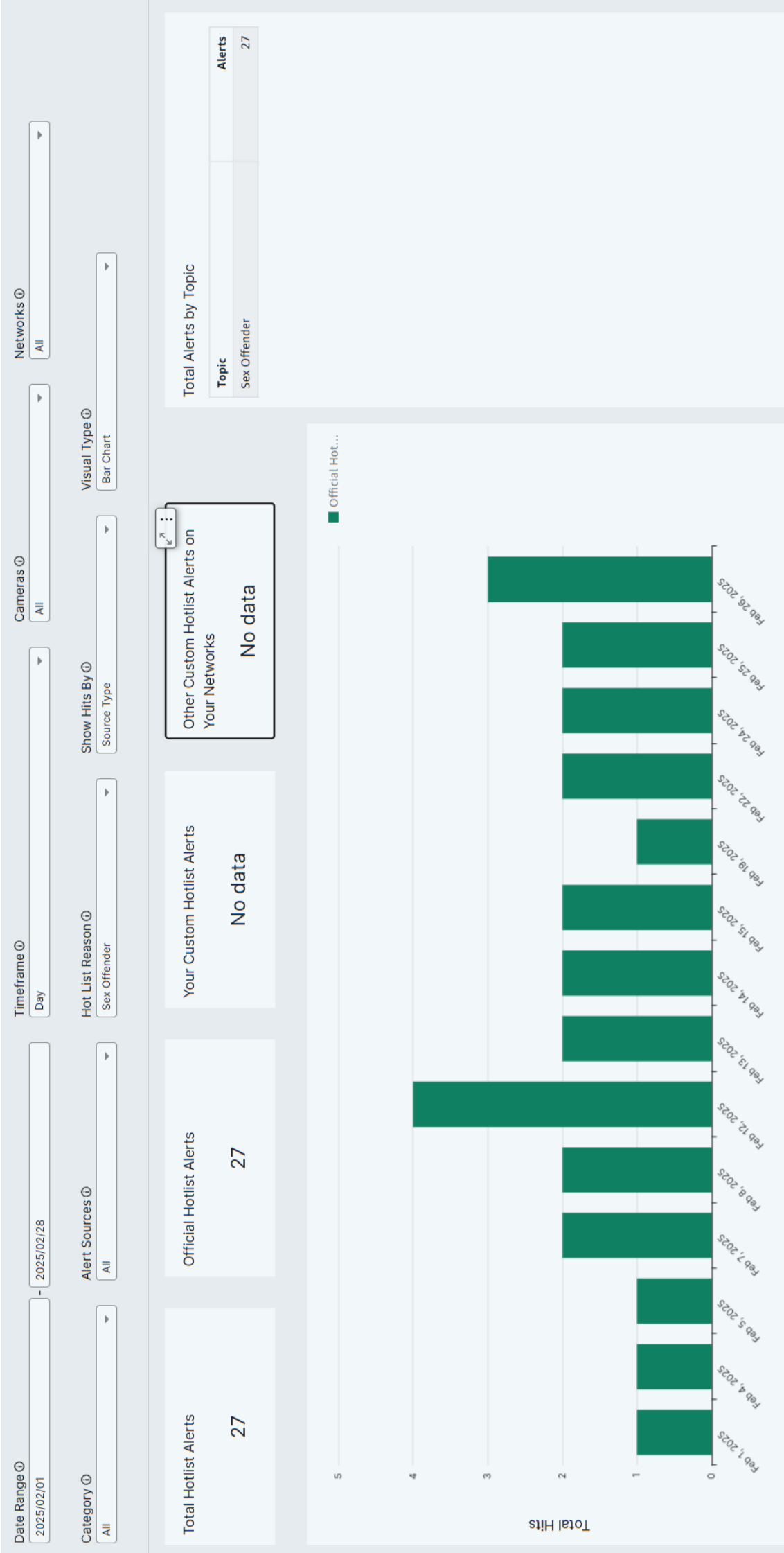
Topic	Alerts
Stolen Vehicle	48
Stolen Plate	30
Protection Order	17
Gang or Suspected Terrorist	16
Custom Hotlist Alert	7
Missing Person	5

Total Hits

Official Hot...

Owned Cus...

# Sex Offenders




# Summary Report

## Insights Dashboard

Vehicle Reads

4270990




[View Details](#)

Searches

Number of searches performed by users from your organizations

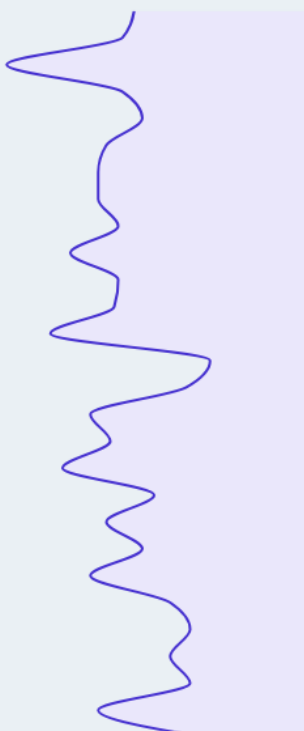
1,467



[View Details](#)

Hot List Hits

1275



[View Details](#)

Device Sharing

Shared with  
Lewisville TX PD,  
Alexander AR PD,  
and 665 others

Access Levels  
Search  
Hotlist Tool Access

Device Status

37 / 37

✓

Devices Online

Previous Device

Device Name  
#01 Inbound, Riverview Way, EB

Battery  
97%

Latency  
12.72 s

Next Device

37

#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

Flintwood Drive

Yellow = Bunker Hill

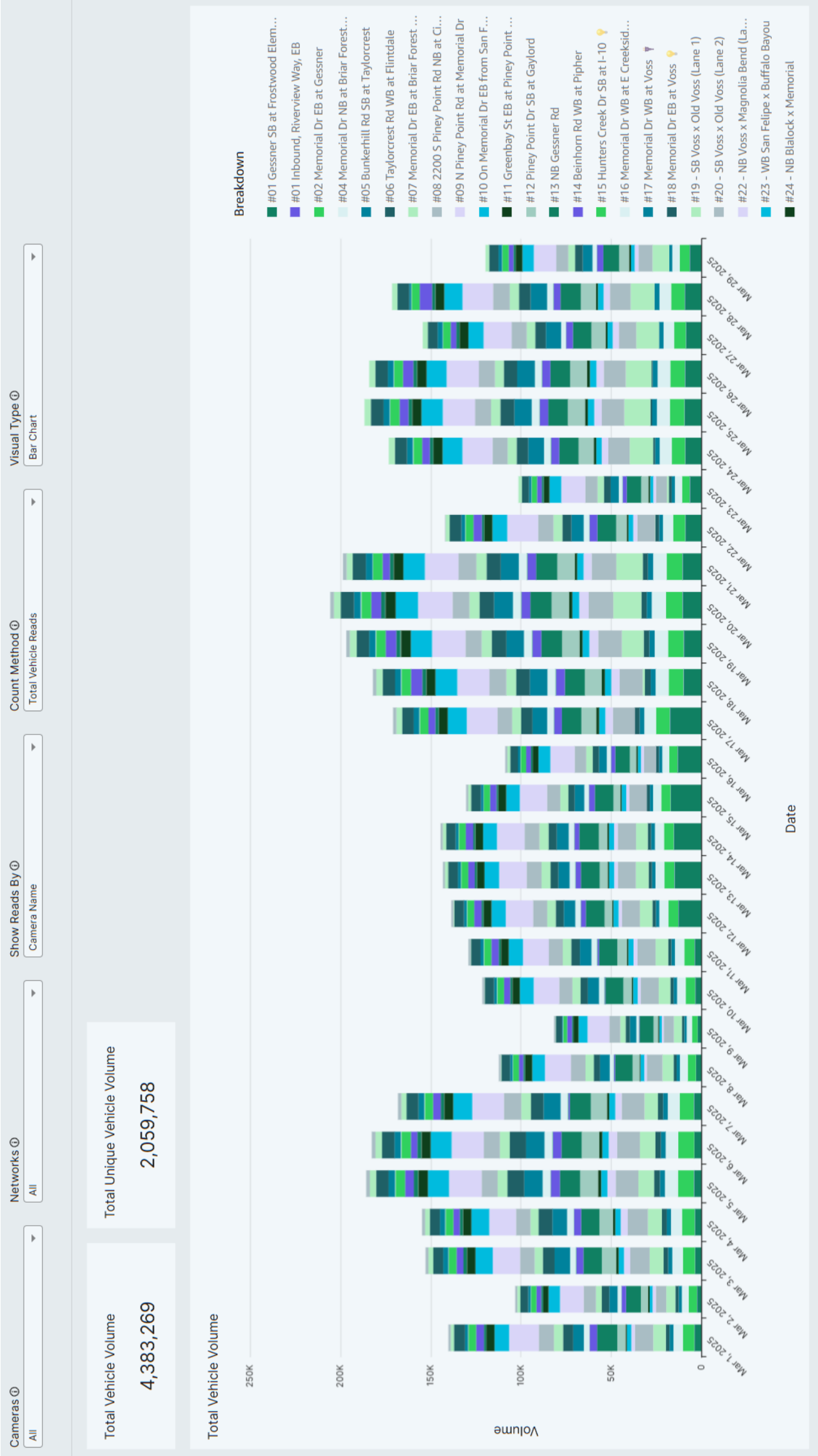
Green = Piney Point

Red = Hunters Creek

Blue = MVPD Mobile

Purple = Privately Owned Systems





Total 'Volume' by 'groupbysummary'

groupbysummary	Sum of Volume
#22 - NB Voss x Magnolia Bend (Lane 2)	460573
#08 2200 S Piney Point Rd NB at City Limit	301994
#13 NB Gessner Rd	299978
#23 - WB San Felipe x Buffalo Bayou	265063
#20 - SB Voss x Old Voss (Lane 2)	237021
#01 Gessner SB at Frostwood Elementary	236099
#07 Memorial Dr EB at Briar Forest	218241
#17 Memorial Dr WB at Voss	217974
#12 Piney Point Dr SB at Gaylord	194616
#02 Memorial Dr EB at Gessner	190836
#31 EB Memorial Dr near Tealwood	169221
#18 Memorial Dr EB at Voss	168966
#04 Memorial Dr NB at Briar Forest	166455
#19 - SB Voss x Old Voss (Lane 1)	137498
#24 - NB Blalock x Memorial	130352
#28 MVPD Station S/B Memorial Drive	122748
#27 Unit 181 Blalock S/B at Taylorcrest	117501
#14 Beinhorn Rd WB at Pipher	96553
#16 Memorial Dr WB at E Creekside Dr	93723
#09 N Piney Point Rd at Memorial Dr	88161
#10 On Memorial Dr EB from San Felipe	82959
#30 EB Beinhorn Rd @ Voss Rd	68321
#32 WB Greenbay @ Memorial Dr	67185
#05 Bunkerhill Rd SB at Taylorcrest	65759
#06 Taylorcrest Rd WB at Flintdale	55462
#26 - SB Hedwig x Beinhorn	44747
#11 Greenbay St EB at Piney Point Rd	33056
Strey NB at Memorial	31123
#29 - Riverbend Main Entrance	6993
#15 Hunters Creek Dr SB at I-10	5960
#01 Inbound, Riverview Way, EB	5048
#25 - NB Bunker Hill x Memorial	3083
Grand Total	4383269

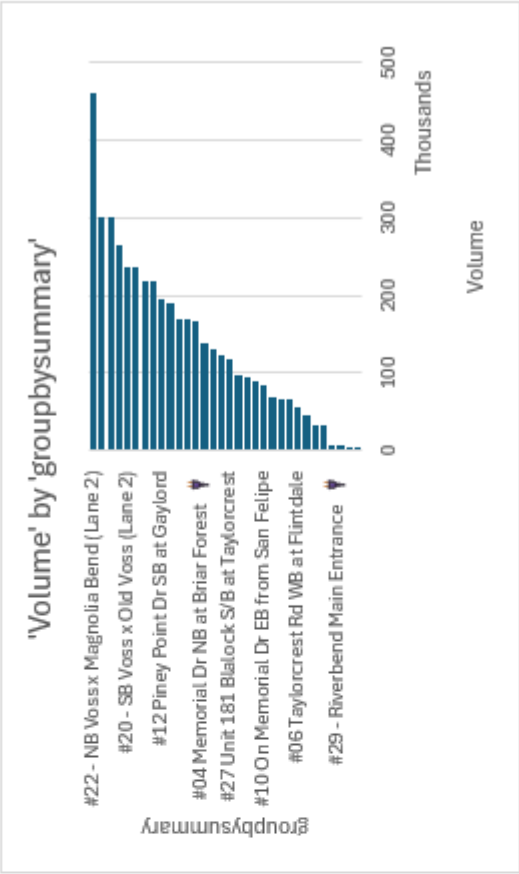


Plate Reads  
By Location

Controls

Date Range ⓘ  
2025/03/01 - 2025/03/31

Timeframe ⓘ  
Day

Cameras ⓘ  
All

Networks ⓘ  
All

Category ⓘ  
All

Alert Sources ⓘ  
All

Hot List Reason ⓘ  
Custom Hotlist Alert, Gang or Suspect...

Show Hits By ⓘ  
Camera Name

Visual Type ⓘ  
Bar Chart

Total Hotlist Alerts

123

Official Hotlist Alerts

116

Your Custom Hotlist Alerts

7

Other Custom Hotlist Alerts on  
Your Networks

No data

Total Alerts by Topic		
Topic		Alerts
Stolen Vehicle		48
Stolen Plate		30
Protection Order		17
Gang or Suspected Terrorist		16
Custom Hotlist Alert		7
Missing Person		5





MVPD VEHICLE INVENTORY March 2025											2024-Current	
UNIT #	Assigned	YEAR	MAKE	9/22/2020	9/30/2021	4/1/2022	10/3/2023	2/13/2024	4/1/2025		Expenses	
181	ALPR	2018	Ford	47,833	60,998	74,030	75,200	x	x		\$0.00	
185	Patrol	2020	DODG	10,112	21,222	35,500	69,715	91,715	113,715		\$461.13	Non-operational fixed location
186	Patrol	2020	DODG	9,966	19,910	41,300	70,855	72,855	116,855		\$68.05	Auction 2024
187	Patrol	2020	DODG	10,015	19,411	38,300	67,469	89,469	111,469		\$1,262.39	Auction 2024
188	Patrol	2020	DODG	25	5,890	13,400	42,847	64,847	86,847		\$785.24	Auction 2024
189	Patrol	2020	DODG	25	6,134	15,300	43,781	65,781	62,000		\$672.00	Replaced Unit 180- SGT
190	Patrol	2021	CHEV	25	4,221	9,746	43,260	65,260	73,570		\$1,142.82	SGT
191	Patrol	2022	CHEV	25	4,221	9,746	39,461	61,461	87,913		\$6,507.17	
192	Patrol	2022	CHEV	25	4,221	9,746	35,564	57,564	68,965		\$1,599.16	
193	Patrol	2022	CHEV	25	4,221	9,746	37,763	59,763	81,632		\$1,021.01	
194	Patrol	2022	CHEV	25	4,221	9,746	30,846	52,846	68,957		\$3,197.97	
195	Patrol	2023	CHEV				0	9,000	15,489		\$225.00	
196	Patrol	2023	CHEV					9,000	30,842		\$305.00	
197	Patrol	2023	CHEV				0	9,000	17,300		\$3,164.00	
198	Patrol	2022	DODG				0	22,000	42,859		\$358.99	SET
199	Patrol	2023	CHEV					0	2,700		\$178.96	
200	Patrol	2023	CHEV					0	1,204		\$0.00	
201	Patrol	2023	CHEV					0	1,193		\$0.00	
UM/Spares												
182	DARE	2018	Ford	24,865	35,712	46,500	64,600	86,600	108,600		\$0.00	Going to Auction 2025
83	Pool	2012	CHEV	124,122	125,667	126,400	138,842	157,416	168,024		\$3,180.14	
84	Chief	2016	DODG	46,100	54,333	62,000	80,900	85,900	96,400		\$4,112.18	
85	Commander	2017	DODG	36,000	55,776	65,200	85,600	90,600	106,600		\$4,602.87	
87	Det Grey	2017	DODG	73,000	91,212	103,479	135,442	140,442	160,451		\$1,620.83	Out of Service 2025- Going to Auction
79	Truck	2008	FORD	124,112	126,001	128,300	133,200	X	133,758		\$0.00	
86	Det Black	2018	DODG	40,000	52,444	65,600	88,378	88,151	166,637		\$3,647.08	Out of Service 2025- Pool Car
88	Commander	2023	Dodge				41,100	47,001	58,100		\$259.56	Transferred to Patrol 2024
91	Det Black	2023	DODG						250		\$0.00	New CID Unit
92	Det Black	2023	DODG						150		\$0.00	Replaced Unit 87
93	Det Black	2023	DODG						0		\$0.00	Replaced Unit 86
TU-1	Black	2023	DODG						6,693		\$653.00	Challenger SET unit
							disinfect	disinfect	disinfect		\$0.00	
							misc	misc	misc		\$3,826.17	
Avg Mileage for Fleet				app 67000	app 62000	app 55000	app 55000	app 55000	app 55000			
Note: Patrol units asged to 2 officers per unit driving @22,000 per year.												
Note: Admin/Support Services/ Chief/ Assitant Chief vehicles based on a single officer driving @8500 miles per year.												
Current Mileage												
Going Out of Service												
Note: Spare unit												
In service												
							Total	Total	Total		\$44,267.02	



# Memorial Villages Police Department Summary

## FY2026 Budget Proposal

### FY26 Proposed Budget Summary

The Memorial Villages Police Commission has recommended adoption of the FY26 Budget proposal and is submitting that for approval by member cities. **The overall proposed budget is \$8,680,494.** However, the MVPD Chief is proposing utilizing \$100,000 presently held in the Special Capital Assets fund to offset the costs of the vehicle purchases, thereby submitting for approval an **FY2026 Budget Funding Request of \$8,580,494** which is an additional \$473,528 or 5.84 % increase over the FY25 **adopted** budget.

A comparative view and breakdown of the proposed budget is as follows:

Category	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
MAINTENANCE AND OPERATIONS (M&O)	7,936,966	8,536,494	599,528	8%
VEHICLE REPLACEMENT	144,000	44,000	(100,000)	-69%
CAPITAL PROJECTS	26,000	0	(26,000)	-100%
TOTAL BUDGET REQUEST	8,106,966	8,580,494	473,528	5.84%

The total cost to each city would equate to \$2,860,165:

- M&O      \$2,845,498
- Vehicles    \$14,667

The Department is requesting the following assessments from each city in January 2026:

- Maintenance & Operations      **\$474,250**
  - **Vehicle Replacement      \$14,667**
- \*The Department is requesting transfer of \$100,000 from the Special capital assets fund to the Auto Replacement fund to offset the purchase of the FY26 vehicles.**

February 2026 through November 2026 assessments for each city will be invoiced as follows:

- Maintenance & Operations      **\$237,124.80**

***No invoice will generate in December 2026.***

## FY26 Budget Highlights

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
100	PERSONNEL/BENEFITS	6,466,610	6,744,765	7,200,278	455,513	7%

### 100 PERSONNEL/BENEFITS:

MVPD currently has forty-four full-time (FTEs) and one part-time employee. There are thirty-two sworn personnel, ten full-time telecommunications officers, two administrative personnel, and one part time records clerk. The Department also utilizes two former telecommunications officers on an as needed basis, along with a video/media intern.

This category includes salary, overtime, court/bailiff costs, TMRS allocation (estimated at 21% of gross earnings), 2.5% employer contributions to 457b accounts for full time employees, and the health benefits costs. The proposed budget continues to support the salary and retention plan specifically created to attract, hire, and retain the best and most qualified employees.

#### Retention Incentives:

The Chief along with the Board of Police Commissioners is recommending a 4% base salary adjustment on January first, along with a 1% step increase, awarded on employment anniversary date. The Office/Human Resources Manager and Finance Manager will receive a 5% adjustment on January 1<sup>st</sup>.

To help strengthen the Department's commitment to employee retention, this proposal also includes increasing the night shift differential for eligible employees from \$3,601 to \$12,000 annually for full and from \$1,800 to \$6,000 split shift.

Additionally, the proposal seeks to implement a 3% base hourly rate adjustment to reclassify four officer positions to corporal positions. As well as implementing a sick leave buyback program, in which employees who have reached the maximum sick leave accrual (504 hours) are able to earn an additional 63.96 hours per year and then convert those hours into a year end payout at their current hourly rate.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
200	INSURANCE	80,510	84,400	86,800	2,400	3%

### 200 INSURANCES:

The insurance category represents our auto, general, public official bond, professional, and real property insurance coverage through the Texas Municipal League. Rates are determined by TML. The amount requested reflects anticipated rate increases based on current billing.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
300	FLEET MAINTENANCE	182,000	195,000	215,000	20,000	10%

### 300 FLEET MAINTENANCES:

The fleet maintenance category includes the annual fuel costs, vehicle maintenance, damage repair, and tire replacement costs.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
400	BUILDING MAINTENANCE	73,800	73,900	72,450	(1,450)	-2%

### 400 BUILDING

The building maintenance category includes the annual janitorial services contract, building refresh i.e., filing cabinets, lockers, and chairs. This category covers any repair costs associated with the upkeep of the building.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
500	OFFICE	70,400	75,000	78,800	3,800	5%

### 500 OFFICE

The office category includes funding requests for computer purchases & replacement, postage machine & supplies, office supplies, bank service charges, and payroll contract expenditures.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
600	UTILITES	69,575	68,540	72,500	3,960	6%

### 600 UTILITIES

The utilities category includes expenditures related to monthly telephone, electric, water & sewer, and natural gas services.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
700	CONTRACT/SERVICES	408,408	460,402	558,707	98,305	21%

### 700 CONTRACT/SERVICES

The contract/services category includes MVPD's equipment, software maintenance contracts, annual SETCIC fees, legal & professional service fees, and IT contracts.

Major contracts supported by this category:

**FLOCK SAFETY** – License plate reader cameras - this technology can help law enforcement identify vehicles by make, color, and decals. Condor cameras - once alerted and activated - allow officers to receive real time situational awareness before they approach the scene.

**AXON** – Supports the body worn camera, fleet video camera, and evidence.com.

**IOSO** – Managed Services contract for the Department's information technology service provider.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
800	OPERATIONS	225,797	234,959	251,959	17,000	7%

### 800 OPERATIONS

The operations category includes line items that support accreditation, uniforms, training, travel, recruiting costs, criminal investigations, tasers, small equipment, and contingency funding requests.

Category		2024 Adopted	2025 Adopted Budget	2026 Requested Budget	Variance	% Change
1000	AUTO REPLACEMENT	140,000	144,000	44,000	(100,000)	-69%

### 1000 –AUTO REPLACEMENT

Line items in this category support our vehicle replacement plan. **The FY26 request is for two vehicles. This line item reflects the request to fund \$100,000 of the estimated costs with funds on hand in the Special Capital Assets Account.**

**NOTE:** All vehicle purchased must be approved by the Police Commission prior to ordering.



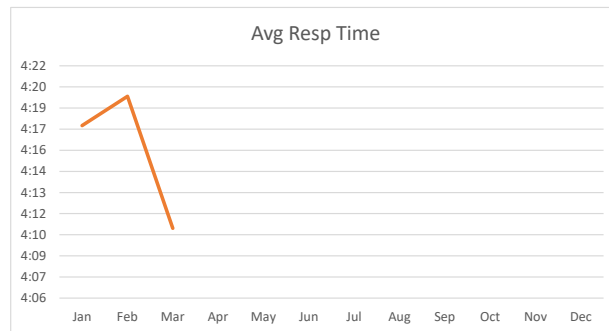
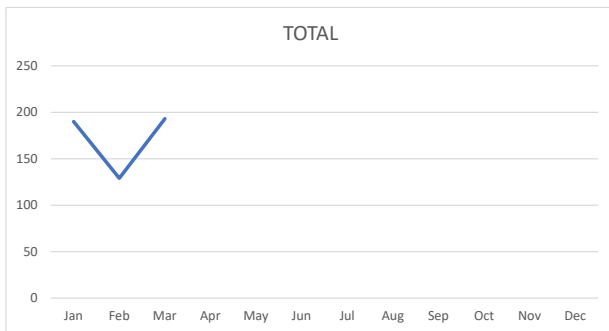
Village Fire Department  
901 Corbindale Rd  
Houston, TX, 77024  
Phone# (713) 468-7941 Fax# (713) 468-5039

### March 2025 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>190</b>	<b>129</b>	<b>193</b>										<b>512</b>
Abdominal Pain	1	2	4										7
Allergic Reaction	0	1	1										2
Back Pain	0	0	1										1
Carbon Monoxide Detector No Symptoms	5	2	2										9
Cardiac/Respiratory Arrest	1	2	1										4
Check a Noxious Odor	1	2	1										4
Check for Fire	0	2	0										2
Check for the Smell of Natural Gas	5	1	9										15
Check for the Smell of Smoke	1	0	1										2
Chest Pain	5	1	7										13
Diabetic Emergency	0	1	0										1
Difficulty Breathing	11	4	9										24
Fall Victim	12	10	15										37
Fire Alarm Business	23	4	5										32
Fire Alarm Church or School	4	3	9										16
Fire Alarm Residence	31	23	18										72
Gas Leak	4	3	1										8
Heart Problems	8	4	7										19
Hemorrhage/Laceration	1	3	4										8
House Fire	1	1	0										2
Injured Party	4	2	5										11
Medical Alarm	3	1	2										6
Motor Vehicle Collision	22	14	23										59
Motor Vehicle Collision with Entrapment	1	0	0										1
Motor Vehicle vs Motorcycle	0	1	0										1
Object Down in Roadway	0	0	3										3
Oven/Appliance Fire	0	0	1										1
Overdose/Poisoning	0	3	2										5
Possible D.O.S.	1	0	0										1
Powerlines Down Arcing/Burning	1	0	4										5
Psychiatric Emergency	2	2	4										8
Seizures	0	0	4										4
Service Call Non-emergency	11	8	10										29
Sick Call	9	12	16										37
Smoke in Residence	2	0	0										2
Stroke	3	2	3										8
Transformer Fire	0	1	0										1
Trash Fire	0	0	1										1
Traumatic Injury	0	1	0										1
Unconscious Party/Syncope	10	8	12										30
Unknown Medical Emergency	6	3	5										14
Vehicle Fire	1	2	3										6

Month	# of Incidents	Avg Resp Time
Jan	144	4:18
Feb	105	4:20
Mar	161	4:11
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
410		4:16

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



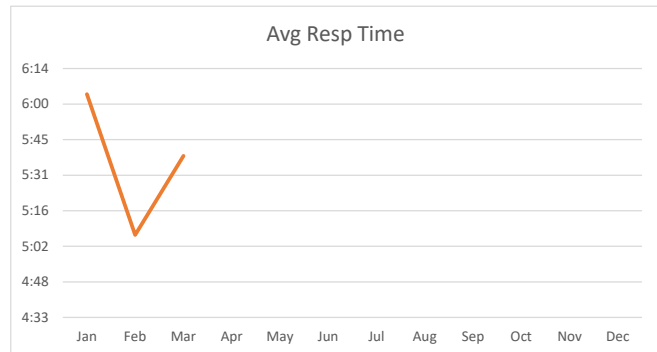
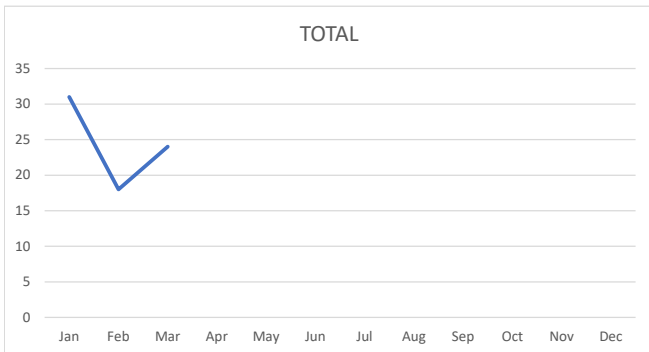


Village Fire Department  
901 Corbindale Rd  
Houston,TX,77024  
Phone# (713) 468-7941 Fax# (713) 468-5039

### March 2025 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>31</b>	<b>18</b>	<b>24</b>										<b>73</b>
Abdominal Pain	0	0	1										1
Allergic Reaction	0	1	0										1
Carbon Monoxide Detector No Symptoms	2	0	2										4
Check for Fire	0	1	0										1
Check for the Smell of Natural Gas	1	0	2										3
Check for the Smell of Smoke	1	0	0										1
Chest Pain	0	0	1										1
Difficulty Breathing	4	1	0										5
Fall Victim	3	1	0										4
Fire Alarm Church or School	2	0	0										2
Fire Alarm Residence	5	5	3										13
Gas Leak	1	0	0										1
Heart Problems	1	0	2										3
Hemorrhage/Laceration	0	1	0										1
House Fire	0	1	0										1
Injured Party	0	1	0										1
Medical Alarm	1	0	1										2
Motor Vehicle Collision	2	1	3										6
Object Down in Roadway	0	0	1										1
Oven/Appliance Fire	0	0	1										1
Overdose/Poisoning	0	1	0										1
Service Call Non-emergency	5	3	1										9
Sick Call	1	0	3										4
Stroke	0	0	0										0
Unconscious Party/Syncope	1	1	1										3
Unknown Medical Emergency	1	0	2										3

Month	# of Incidents	Avg Resp Time
Jan	21	6:04
Feb	10	5:07
Mar	16	5:39
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
47		5:36



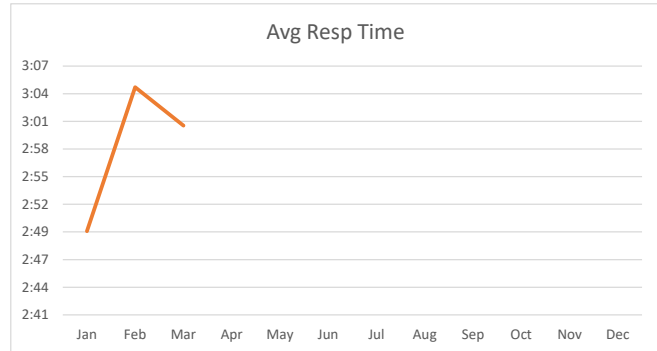
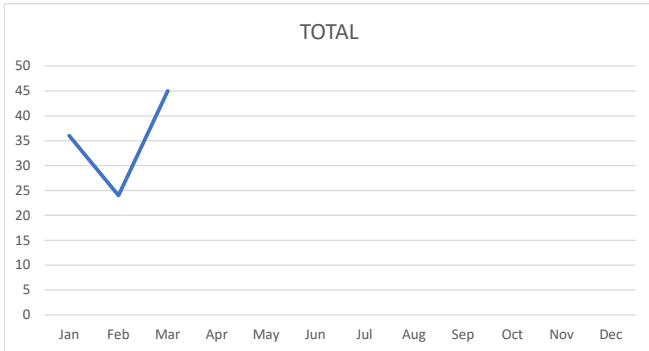


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### March 2025 Summary - Hedwig

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>46</b>	<b>27</b>	<b>48</b>										<b>121</b>
Abdominal Pain	1	0	0										1
Cardiac/Respiratory Arrest	0	0	1										1
Check a Noxious Odor	0	1	1										2
Check for Fire	0	1	0										1
Check for the Smell of Natural Gas	1	0	1										2
Check for the Smell of Smoke	0	0	1										1
Chest Pain	2	1	1										4
Diabetic Emergency	0	1	0										1
Difficulty Breathing	2	0	4										6
Fall Victim	4	2	6										12
Fire Alarm Business	12	2	3										17
Fire Alarm Church or School	0	0	2										2
Fire Alarm Residence	3	1	1										5
Gas Leak	1	0	0										1
Heart Problems	0	2	0										2
Hemorrhage/Laceration	1	0	0										1
Injured Party	2	1	1										4
Motor Vehicle Collision	4	3	6										13
Powerlines Down Arcing/Burning	1	0	1										2
Psychiatric Emergency	1	1	1										3
Seizures	0	0	2										2
Service Call Non-emergency	2	2	3										7
Sick Call	3	4	2										9
Smoke in Residence	1	0	0										1
Stroke	0	0	1										1
Transformer Fire	0	1	0										1
Unconscious Party/Syncope	1	3	5										9
Unknown Medical Emergency	3	1	3										7
Vehicle Fire	1	0	2										3

Month	# of Incidents	Avg Resp Time
Jan	36	2:50
Feb	24	3:05
Mar	45	3:01
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
105		2:58



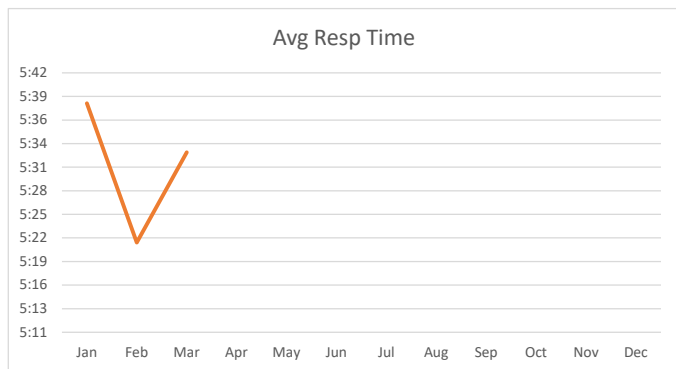
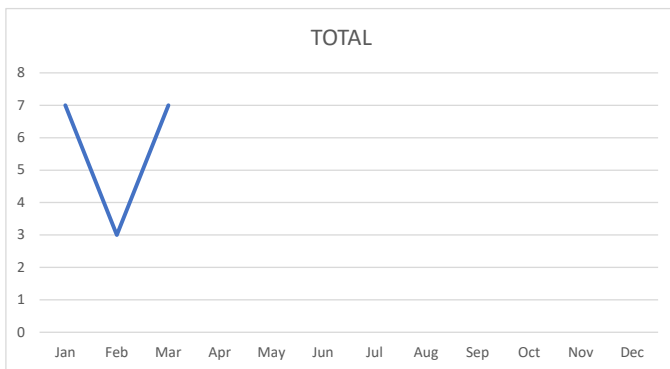


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### March 2025 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>7</b>	<b>3</b>	<b>7</b>										<b>17</b>
Abdominal Pain	0	1	0										1
Cardiac/Respiratory Arrest	1	0	0										1
Difficulty Breathing	1	0	1										2
Fall Victim	0	0	1										1
Fire Alarm Residence	1	0	0										1
Heart Problems	1	0	0										1
Motor Vehicle Collision	1	1	1										3
Overdose/Poisoning	0	1	0										1
Psychiatric Emergency	1	0	1										2
Trash Fire	0	0	1										1
Unconscious Party/Syncope	1	0	1										2
Vehicle Fire	0	0	1										1

Month	# of Incidents	Avg Resp Time
Jan	7	5:39
Feb	3	5:22
Mar	7	5:33
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	17	5:31



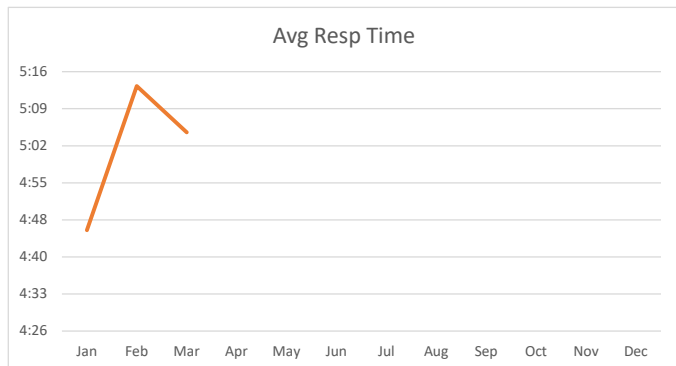
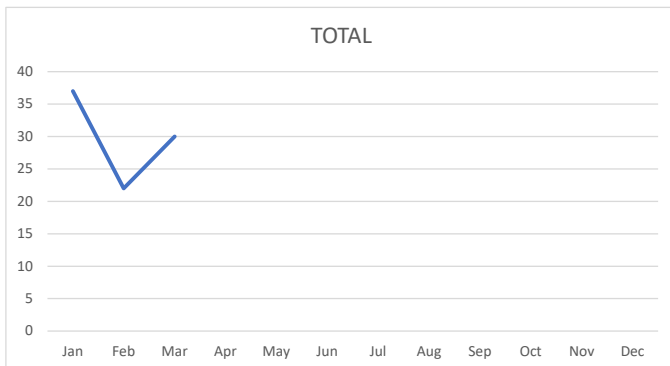


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### March 2025 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>37</b>	<b>22</b>	<b>30</b>										<b>89</b>
Abdominal Pain	0	0	2										2
Allergic Reaction	0	0	1										1
Carbon Monoxide Detector No Symptoms	1	2	0										3
Check a Noxious Odor	0	1	0										1
Check for the Smell of Natural Gas	1	0	1										2
Chest Pain	0	0	1										1
Difficulty Breathing	1	0	1										2
Fall Victim	3	1	4										8
Fire Alarm Business	2	0	1										3
Fire Alarm Residence	15	9	6										30
Gas Leak	0	1	0										1
Heart Problems	3	1	1										5
Hemorrhage/Laceration	0	1	1										2
Injured Party	1	0	2										3
Medical Alarm	0	1	0										1
Motor Vehicle Collision	2	2	4										8
Motor Vehicle Collision with Entrapment	1	0	0										1
Overdose/Poisoning	0	0	1										1
Seizures	0	0	1										1
Sick Call	1	3	2										6
Stroke	2	0	0										2
Unconscious Party/Syncope	4	0	1										5

Month	# of Incidents	Avg Resp Time
Jan	29	4:46
Feb	16	5:14
Mar	27	5:05
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	72	5:01



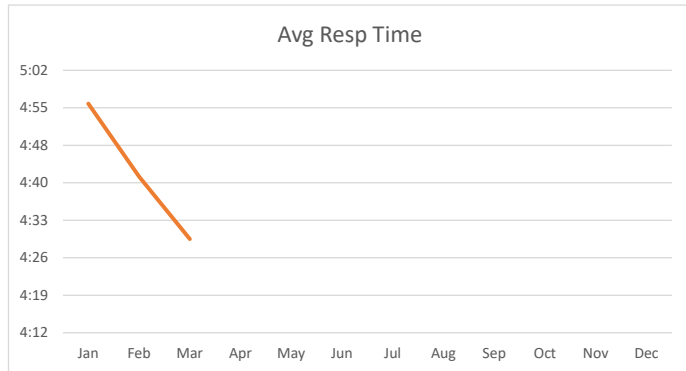
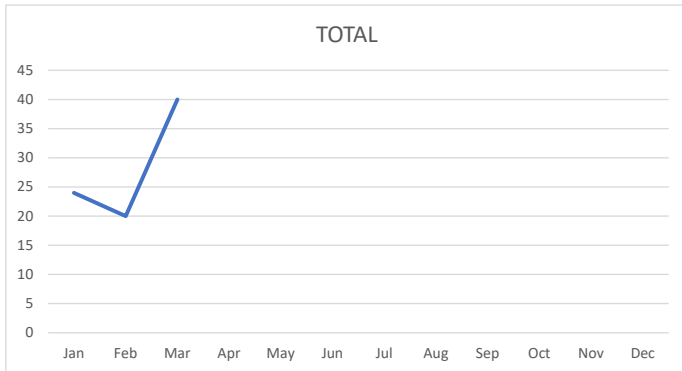


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901 Corbindale Rd  
Houston, TX, 77024  
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### March 2025 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>24</b>	<b>20</b>	<b>40</b>										<b>84</b>
Abdominal Pain	0	0	1										1
Carbon Monoxide Detector No Symptoms	2	0	0										2
Cardiac/Respiratory Arrest	0	1	0										1
Check a Noxious Odor	1	0	0										1
Check for the Smell of Natural Gas	1	0	2										3
Chest Pain	1	0	1										2
Difficulty Breathing	0	0	1										1
Fall Victim	2	3	3										8
Fire Alarm Business	0	0	1										1
Fire Alarm Church or School	1	2	7										10
Fire Alarm Residence	5	5	8										18
Gas Leak	1	0	0										1
Heart Problems	1	0	1										2
Medical Alarm	1	0	1										2
Motor Vehicle Collision	1	1	2										4
Object Down in Roadway	0	0	2										2
Overdose/Poisoning	0	1	0										1
Powerlines Down Arcing/Burning	0	0	1										1
Psychiatric Emergency	0	0	1										1
Service Call Non-emergency	3	3	2										8
Sick Call	2	1	5										8
Smoke in Residence	1	0	0										1
Stroke	0	1	1										2
Traumatic Injury	0	1	0										1
Unconscious Party/Syncope	1	1	0										2

Month	# of Incidents	Avg Resp Time
Jan	16	4:56
Feb	14	4:42
Mar	26	4:30
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	56	4:42



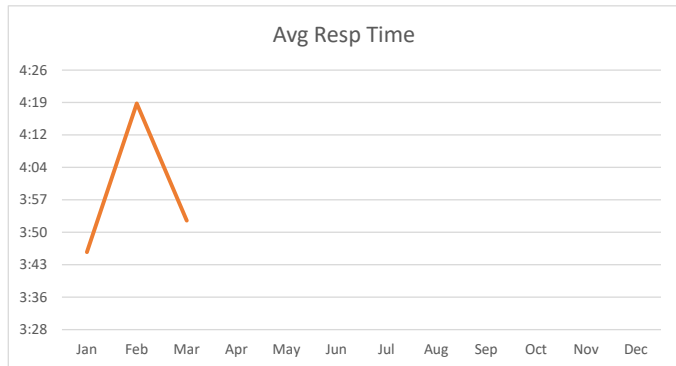
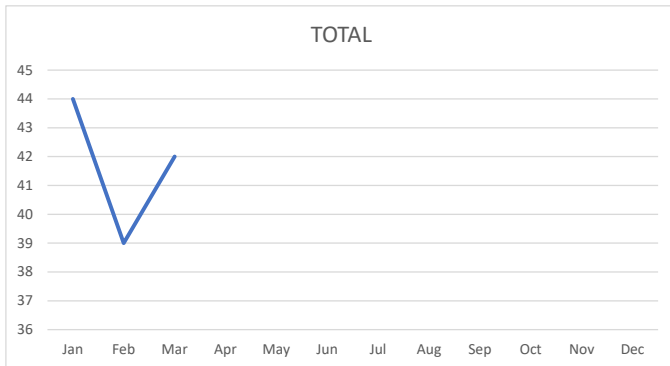


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### March 2025 Summary - Spring Valley

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>TOTAL</b>	<b>44</b>	<b>39</b>	<b>42</b>										<b>125</b>
Abdominal Pain	0	1	0										1
Back Pain	0	0	1										1
Cardiac/Respiratory Arrest	0	1	0										1
Check for the Smell of Natural Gas	1	1	3										5
Chest Pain	2	0	3										5
Difficulty Breathing	3	3	2										8
Fall Victim	0	3	1										4
Fire Alarm Business	9	2	0										11
Fire Alarm Church or School	1	1	0										2
Fire Alarm Residence	2	3	0										5
Gas Leak	1	2	1										4
Heart Problems	2	1	3										6
Hemorrhage/Laceration	0	1	3										4
Injured Party	1	0	2										3
Medical Alarm	1	0	0										1
Motor Vehicle Collision	12	6	6										24
Motor Vehicle vs Motorcycle	0	1	0										1
Overdose/Poisoning	0	0	1										1
Possible D.O.S.	1	0	0										1
Powerlines Down Arcing/Burning	0	0	2										2
Psychiatric Emergency	0	1	1										2
Service Call Non-emergency	1	0	1										2
Sick Call	2	4	7										13
Stroke	1	1	0										2
Unconscious Party/Syncope	2	3	3										8
Unknown Medical Emergency	2	2	2										6
Vehicle Fire	0	2	0										2

Month	# of Incidents	Avg Resp Time
Jan	35	3:46
Feb	38	4:19
Mar	40	3:53
Apr		
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	113	3:59



**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 April 16, 2025 for the April. 2025 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for Mar. 2025

Thank You,

Henry Rivas  
Building Official



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

Month	Building			Electrical		Mech & Plumbing		Total		Valuation
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	\$
January	22	\$31,336	2	13	\$2,780	35	\$5,495	72	\$39,611	\$6,969,090
February	23	\$29,700	1	14	\$2,520	44	\$7,780	81	\$40,000	\$7,321,012
March	19	\$4,366	0	18	\$3,715	46	\$8,083	83	\$16,164	\$1,575,457
April	26	\$19,632	1	19	\$3,215	29	\$5,560	74	\$28,407	\$6,897,879
May	28	\$8,226	0	15	\$2,630	35	\$7,025	78	\$17,881	\$2,530,920
June	39	\$47,189	3	20	\$4,160	45	\$8,530	102	\$59,879	\$11,302,785
July	30	\$5,141	0	18	\$3,425	37	\$7,430	85	\$15,996	\$1,896,376
August	32	\$36,800	3	17	\$3,700	41	\$8,730	90	\$49,230	\$7,393,723
September	22	\$29,508	1	13	\$1,775	40	\$9,230	75	\$40,513	\$7,338,873
October	29	\$12,670	1	23	\$4,410	68	\$9,525	120	\$26,605	\$5,504,250
November	17	\$25,075	4	9	\$1,250	32	\$5,645	58	\$31,970	\$6,358,537
December	21	\$37,461	3	8	\$2,205	19	\$3,820	48	\$43,486	\$6,171,025
Total	308	\$287,105	19	187	\$35,785	471	\$86,853	966	\$409,743	\$71,259,927

**City of Hunters Creek Village**  
**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
December	23	\$104,947	4	10	\$9,910	19	\$16,305	52	\$62,709	\$6,782,835
Total	346	\$429,180	17	303	\$69,055	444	\$90,588	1,093	\$457,524	\$57,624,441

**City of Hunters Creek Village**  
**Permit Activity Report (Issued) - 2025**

Month	Building			Electrical		Mech & Plumbing		Total		Valuation
	# Issued	\$ Fees	# New Res	# Issued	\$ Fees	# Issued	\$ Fees	# Issued	\$ Fees	\$
January	20	\$16,148	1	23	\$3,745	36	\$7,140	79	\$27,034	\$2,630,548
February	26	\$21,260	1	22	\$3,185	38	\$7,540	86	\$31,985	\$1,759,652
March	26	\$21,496	2	21	\$4,135	21	\$6,000	68	\$31,632	\$1,282,330
April										
May										
June										
July										
August										
September										
October										
November										
December										
Total	72	\$58,904	4	66	\$11,065	95	\$20,680	233	\$90,651	\$5,672,530

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

Month	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
January	136	114	83.8%	22	16.2%
February	179	163	91.1%	16	8.9%
March	149	128	85.9%	21	14.1%
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%
December	241	205	85.1%	36	14.9%
Total	2257	1999	88.6%	258	11.4%

## City of Hunters Creek Village Inspection Activity Report - 2025

Month	Inspections Performed	Inspections Passed	% Passed	Inspections Failed	% Failed
January	219	193	88.1%	26	11.9%
February	266	226	85.0%	40	15.0%
March	197	164	83.2%	33	16.8%
April					
May					
June					
July					
August					
September					
October					
November					
December					
Total	682	583	85.5%	99	14.5%

# CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared April 16, 2025 for the April 22nd agenda

## A. Shasta/Pineland/Lindenwood Reconstruction

1. Project is 65% completed by time and 50% completed by invoice.
2. Shasta and Pineland are complete, south side of Lindenwood is currently under construction.
3. Memorial pothole repairs will occur at the end of this project and is already included in the contract.
4. Project is on budget and on schedule. Total contract value remains at \$1,909,425.





#### B. MS4

1. The 4 year permit is due. We have completed the draft and will present to Tom for review.
2. The annual report is being completed as part of the 4 year permit renewal.

#### C. Minor Drainage Improvements

1. **Wickwild Sinkhole** – Complete. And paid.
2. **Melody Lane ditch modifications** – Complete and paid
3. **Thamer Circle** – Approved. Not started.
4. **809 Kuhlman sinkhole** – Approved. Not started

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE REGULAR  
CITY COUNCIL MEETING  
March 25, 2025**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, March 25, 2025, 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 (arrived at 6:32 p.m.) Fidel Sapien Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Attorney:	Tim Kirwin
	Assistant 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 6:02 p.m.**

- B. **Ken Spalding 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 – **Ray Schultz, Police Chief, and Steve Reichel, Police Commissioner, presented this report.**

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

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 February 25, 2025.
2. Approval of the Cash Disbursement Journal for February 2025.
3. Approval of Auditor Services from Crowe LLP for FY2024.

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

F. REGULAR AGENDA

1. Discussion and possible action to decide whether or not to decline the 2025 consumer price index adjustment to the City's telecommunications right-of-way access line rates.

**Councilmember Sapien made a motion to decline the 2025 consumer price index adjustment to the City's telecommunications right-of-way access line rates. Councilmember Cowell seconded the motion, and the motion was carried unanimously.**

2. Discussion and possible action to approve a Joint Participation Interlocal Agreement with Harris County and City of Houston to construct improvements to the pavement along Memorial Drive from Chimney Rock to Greenbay Street.

**This item was tabled until the next meeting.**

3. Discussion and possible action to purchase a new radar sign in the amount of \$3,137.00.

**Councilmember Sapien made a motion to approve the purchase of a new radar sign in the amount of \$3,137.00, with the addition of the \$300 StreetSmart Data Collection License. Councilmember Marks seconded the motion, and the motion was carried unanimously.**

4. Discussion and possible action to purchase an asphalt crack sealing machine in the amount of \$5,985.00.

**Councilmember Cowell made a motion to approve the purchase of an asphalt crack sealing machine in the amount of \$5,985.00. Councilmember Carlton seconded the motion, and the motion was carried unanimously.**

5. Consideration and possible action to adopt a resolution: a) approving an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP, to act as special counsel to perform all legal services necessary to collect unpaid fines, fees and court costs as provided in Texas Code of Criminal Procedure Art. 103.0031; and b) authorizing the Mayor to sign the agreement on the City's behalf.

#### **REQUIRED LEGAL NOTICE**

**(A) The above referenced agreement is necessary for the unpaid fines, fees and court costs owed to the City of Hunters Creek Village (the "City") to be collected in the most effective manner. The City desires that such unpaid fines, fees and court costs be collected as provided in the Texas Code of Criminal Procedure.**

**(B) The Linebarger Goggan Blair & Sampson, LLP firm ("Linebarger") is fully qualified to provide this representation, being the largest law firm specializing in the collection of governmental receivables in the State of Texas, as well as the United States, and having been engaged in this specialized legal service for more than 40 years. In addition, Linebarger possesses infrastructure and technology, such as call center technology, that the City does not currently possess.**

**(C) Linebarger has represented The City of Hunters Creek Village for the past six years (beginning in 2018) with competence and professionalism, in the collection of unpaid fines, fees and court costs.**

**(D) The specialized legal services required by this agreement cannot be adequately performed by the attorneys and supporting personnel of the City due to the high cost of implementing the appropriate infrastructure and technology and employing sufficient in-house attorneys and staff with the level of experience and competence necessary to perform these activities.**

**(E) Under the agreement, Linebarger will be compensated on a contingent fee basis as provided in Texas Code of Criminal Procedure Art. 103.0031. This Article specifically provides for an additional collection fee, in the amount of 30 percent, in certain cases to compensate collection attorneys. A contract to pay inside or outside attorneys on an hourly basis would represent an additional cost to the City.**

**(F) Entering into the proposed agreement is in the best interests of the residents of the City because the unpaid fines, fees and court costs will be professionally and competently collected without the additional costs to the City of implementing infrastructure and technology and employing in-house personnel.**

**Councilmember Marks made a motion to adopt a resolution: a) approving an agreement with the law firm of Linebarger Goggan Blair & Sampson, LLP, to act as special counsel to perform all legal services necessary to collect unpaid fines, fees and court costs as provided in Texas Code of Criminal Procedure Art. 103.0031; and b) authorizing the Mayor to sign the agreement on the City's behalf. Councilmember Knox seconded the motion, and the motion was carried unanimously.**

6. Discussion and possible action to adopt a resolution of the City of Hunters Creek Village, the City of Piney Point Village, the City of Bunker Hill Village, the City of Hedwig Village, the City of Spring Valley Village, and the City of Hilshire Village to form a committee to make recommendations to the city councils of each of the above-named cities regarding the response to proposed legislation.

**Councilmember Cowell made a motion to adopt a resolution of the City of Hunters Creek Village, the City of Piney Point Village, the City of Bunker Hill Village, the City of Hedwig Village, the City of Spring Valley Village, and the City of Hilshire Village to form a committee to make**

**recommendations to the city councils of each of the above-named cities regarding the response to proposed legislation. Councilmember Marks 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 a closed executive session under authority of the Texas Open Meetings Act. However, no action will be taken on these items until the City Council reconvenes in open session.
- I. RECONVENE into Open Session and consider action, if any, on items discussed in Executive Session.
- J. ADJOURNMENT

**At 7:08 p.m., Councilmember Sapien made a motion to adjourn. Councilmember Carlton seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:09 p.m.**

These minutes were approved on the \_\_\_\_\_ day of April 2025.

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

ATTEST:

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



City of Hunters Creek Village, TX

# Check Report

By Check Number

Date Range: 03/01/2025 - 03/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP DISB ALLEGIANCE-AP POOLED ALLEGIANCE DISBURSEMENT						
0458	A T & T Phone	03/01/2025	Regular	0.00	867.23	34989
000774	ADAM VOYLES	03/01/2025	Regular	0.00	900.00	34990
0669	C & D JANITOR SERVICE INC	03/01/2025	Regular	0.00	869.08	34991
0010	CENTERPOINT ENERGY	03/01/2025	Regular	0.00	296.39	34992
0445	CENTURY CONCRETE CONSTRUCTION INC	03/01/2025	Regular	0.00	11,700.00	34993
0012	COBB FENDLEY	03/01/2025	Regular	0.00	24,578.40	34994
0150	GARY B MADDOX	03/01/2025	Regular	0.00	500.00	34995
0034	HOME SECURITY SYSTEMS INC	03/01/2025	Regular	0.00	315.03	34996
0641	MARK E EASLEY	03/01/2025	Regular	0.00	900.00	34997
000919	MEMORIAL VILLAGES POLICE DEPT. - FUEL	03/01/2025	Regular	0.00	612.86	34998
0053	MEMORIAL VILLAGES WATER AUTHORITY	03/01/2025	Regular	0.00	597.25	34999
000957	Riverbend HOA	03/01/2025	Regular	0.00	2,500.00	35000
0624	TRANTEX	03/01/2025	Regular	0.00	605.00	35001
0635	TYLER TECHNOLOGIES INC	03/01/2025	Regular	0.00	11,166.50	35002
000789	VAN SANT LANDSCAPE MANAGEMENT	03/01/2025	Regular	0.00	6,656.00	35003
0458	A T & T Phone	03/15/2025	Regular	0.00	867.23	35004
0010	CENTERPOINT ENERGY	03/15/2025	Regular	0.00	162.03	35005
000876	CINTAS CORPORATION	03/15/2025	Regular	0.00	258.24	35006
0599	ELMER ALVARADO	03/15/2025	Regular	0.00	19.46	35007
0537	GREEN FOR LIFE	03/15/2025	Regular	0.00	44,625.49	35008
0030	HARRIS COUNTY MAYORS' & COUNCILS' ASSOC	03/15/2025	Regular	0.00	100.00	35009
0431	HOOPER COMMUNICATIONS LP	03/15/2025	Regular	0.00	417.50	35010
000716	KIRWIN LAW FIRM PLLC	03/15/2025	Regular	0.00	1,485.00	35011
0053	MEMORIAL VILLAGES WATER AUTHORITY	03/15/2025	Regular	0.00	477.35	35012
000715	NEWTON NURSERIES WEST	03/15/2025	Regular	0.00	311.70	35013
0420	PREMIER TREE SERVICE	03/15/2025	Regular	0.00	750.00	35014
000815	SAFEbuilt, LLC Lockbox#88135	03/15/2025	Regular	0.00	6,840.00	35015
0018	TERMITE WATKINS PEST	03/15/2025	Regular	0.00	135.00	35016
0104	TEXAS MUNICIPAL LEAGUE	03/15/2025	Regular	0.00	1,473.00	35017
0615	THE SHERWIN-WILLIAMS CO	03/15/2025	Regular	0.00	558.77	35018
0362	VERIZON WIRELESS	03/15/2025	Regular	0.00	-1,078.05	35019
0362	VERIZON WIRELESS	03/15/2025	Regular	0.00	1,078.05	35019
0107	VILLAGES MUTUAL INSURANCE COOPERATIVE	03/15/2025	Regular	0.00	11,472.21	35020
0255	ZERO WASTE USA	03/15/2025	Regular	0.00	4,569.72	35021
0445	CENTURY CONCRETE CONSTRUCTION INC	03/27/2025	Regular	0.00	348,561.81	35022

## Bank Code AP DISB ALLEGIANCE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	35	34	0.00	487,226.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,078.05
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	35	35	0.00	486,148.25

## Check Report

Date Range: 03/01/2025 - 03/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP PF ALLEGIANCE-AP POOLED ALLEGIANCE PUBLIC FUNDS						
0052	MEMORIAL VILLAGES POLICE DEPT - MAIN	03/01/2025	EFT	0.00	220,471.28	1057
0105	VILLAGE FIRE DEPARTMENT	03/01/2025	EFT	0.00	186,824.33	1058
0674	JIM PAPPAS	03/01/2025	Bank Draft	0.00	1,500.00	DFT0000546
000908	PREACTIVE IT SOLUTIONS	03/01/2025	Bank Draft	0.00	1,460.00	DFT0000547
000936	Ozraa Dhanani	03/18/2025	Bank Draft	0.00	2,450.00	DFT0000550
0517-TF	PAYMENT REMITTANCE CENTER	03/20/2025	Bank Draft	0.00	2,253.29	DFT0000552

## Bank Code AP PF ALLEGIANCE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	7	4	0.00	7,663.29
EFT's	2	2	0.00	407,295.61
	9	6	0.00	414,958.90

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	35	34	0.00	487,226.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,078.05
Bank Drafts	7	4	0.00	7,663.29
EFT's	2	2	0.00	407,295.61
	<b>44</b>	<b>41</b>	<b>0.00</b>	<b>901,107.15</b>

## Fund Summary

Fund	Name	Period	Amount
999	POOL	3/2025	901,107.15
			<b>901,107.15</b>



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve  
Amendment 2025-01 to the Memorial Village  
Police Department 2025 Budget in the amount of  
\$100,000.00 which will not result in additional  
assessments to the City.  
**EXHIBITS:** Budget Amendment 2025-01

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MEMORIAL VILLAGES POLICE DEPARTMENT

BUDGET AMENDMENT

FISCAL YEAR ENDING DECEMBER 31, 2025

AMENDMENT NUMBER 2025.01

Fund Name	Original Budget Amount	Requested Amended Budget	Increase/(Decrease)	Source of revenue/reserves to cover amendment	Comments
General Fund	7,936,966.00	100,000.00	8,036,966.00	2024 Budget Refund	Department AED's are at EOL and require replacement. The Department Emergency Dispatch Center Call Logger is unreliable and subject to system failure without notification requiring replacement.
Totals:	7,936,966.00	100,000.00	8,036,966.00		



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve Amendment 2025-02 to the Village Fire Department's 2025 Budget in the amount of \$110,000.00 which will not result in additional assessments to the City.  
**EXHIBITS:** Budget Amendment 2025-02

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# VILLAGE FIRE DEPARTMENT



901 Corbindale Rd  
Houston, Texas 77024  
(713) 468-7941  
(713) 468-5039 FAX

Protecting and Serving the Cities of:  
**BUNKER HILL VILLAGE HEDWIG**  
**VILLAGE HILSHIRE VILLAGE**  
**HUNTERS CREEK VILLAGE**  
**PINEY POINT VILLAGE SPRING**  
**VALLEY VILLAGE**

## Budget Amendment 2025-02

To:	Gerardo Barrera	City of Bunker Hill Village
	Wendy Baimbridge	City of Hedwig Village
	Cassie Stephens	City of Hilshire Village
	Tom Fullen	City of Hunters Creek Village
	Bobby Pennington	City of Piney Point Village
	John McDonald	City of Spring Valley Village
Cc:	Board of Commissioners & Alternates	Village Fire Department
From:	Amy Buckert	Village Fire Department
Date:	April 1, 2025	
Re:	Budget Amendment 2025-02	

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During the regular monthly Village Fire Department Board Meeting on March 26, 2025, the Village Fire Department Board of Commissioners unanimously approved a budget amendment to fund the lease of an Arial Ladder Truck, while VFD awaits the construction and delivery of the SME006 Arial Ladder Truck to replace Ladder 1. The Village Fire Department Board of Commissioners is requesting that the member Cities approve a 2025 budget amendment in an amount not to exceed \$110,000 to facilitate the lease. This budget amendment will not result in an additional assessment to the member Cities in 2025.

The total budget amendment of \$110,000.00 will be funded by:

- The interest earned on the insurance proceeds for Ladder 1 (in an amount anticipated to be approximately \$81,000.00); and
- The Capital Replacement Fund in an amount not to exceed \$29,000.00.

Please put this budget amendment on your earliest agenda for consideration and advise us of your council's action in writing.



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve an extension for New Residence Permit 202200649 at 215 Bryn Mawr Circle.  
**EXHIBITS:** Permit

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Original Expiration Date: 07/13/2024

8 Month Extension Granted on 06/25/2024

New Expiration Date: 03/13/2025

Proposed Extension/Expiration Date: 10/13/2025

7 Month Fee: \$6,129.90 (Per Month \$875.70)

Issued Date: 07/13/2022



No. 202200649

## New Residence

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

### WORK HOURS

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

In case of emergency call - 713-465-2150

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

JOB ADDRESS: 215 Bryn Mawr Circle

CONTRACTOR: Corbel Custom Homes, Inc.

Valuation of Work: 1790250.00

Describe Work: NEW RESIDENCE - New Single Family Residence [8757 sqft] [Expiration Date: 03/13/2025]

Total Fees: 17514.00

Provide Contractor's Phone Number; 713 461 6864 then,  
**MARK THE INSPECTION below with the date you are wanting & email**  
**(inspections@cityofhunterscreek.com), fax or walk-in by 2:00PM, the day before the**  
**desired inspection date**

#### Inspections

S	InspType	R	F	Status	ReqDate	InspDate	InspId	InspDist
1	FD-Piers			Pass	7/14/2022	7/14/2022	BBG	
1	Foundation			Pass	8/5/2022	8/5/2022	BBG	
2	H-Strap			Pass	3/28/2023	3/28/2023	BBG	
3	Frame			Pass	9/26/2023	9/26/2023	BBG	
4	Insulation			Pass	10/9/2023	10/9/2023	BBG	
5	Final							

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

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

Approved \_\_\_\_\_ April 9, 2025

Permit Officer

Date

\_\_\_\_\_  
Signature of contractor/authorized agent/owner

Date

CITY COPY

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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve a Joint Participation Interlocal Agreement with Harris County and City of Houston to construct improvements to the pavement along Memorial Drive from Chimney Rock to Greenbay Street.  
**EXHIBITS:** Agreement & Exhibits

---

## **JOINT PARTICIPATION INTERLOCAL AGREEMENT**

This Joint Participation Interlocal Agreement (“Agreement”) is entered into by and between **Harris County** (“County”) the City of Houston (“COH”), and the City of Hunters Creek Village (“Hunters Creek”) pursuant to the Interlocal Cooperation Act, Tex. Gov’t Code Ch. 791.001, *et seq.* County, COH, and Hunters Creek may each be referred to herein individually as a “Party” or collectively as the “Parties”.

### **RECITALS**

WHEREAS, it is of mutual benefit to all Parties to construct improvements to the pavement along Memorial Drive from Chimney Rock to Greenbay Street. Located in Harris County Precinct 3, of which improvements include base repair, mill, overlay and update pavement markings, as generally illustrated on Exhibit A attached hereto and incorporated herein by reference (“Project”);

WHEREAS, all Parties desire to cooperate in accordance with the terms of this Agreement to jointly accomplish the construction of the Project; and

WHEREAS, all Parties agree that all funds used under this Agreement shall be from current fiscal funds.

NOW THEREFORE, in consideration of the mutual promises, obligations, and benefits herein set forth, the Parties agree as follows:

### **TERMS**

#### **Section 1. Responsibilities of the Parties**

##### **A. County’s Responsibilities**

- (i) The County will provide or cause to be provided, engineering services and related support services necessary to prepare plans, specifications, and estimates (“PS&E”) for the construction of the Project.
- (ii) The County shall be responsible for obtaining all necessary permits and jurisdictional approvals for construction of the Project.
- (iii) Upon completion of the PS&E the County will submit the PS&E to COH and Hunters Creek for review and approval.
- (iv) Upon approval by COH and Hunters Creek of the PS&E, the County will advertise for and receive bids for construction of the Project, in a manner similar to that of other County projects.
- (v) Upon receipt of bids for the construction of the Project the County shall determine the lowest and best bidder and provide the bids to the Parties with its

recommendation for award of the construction contract to such lowest and best bidder, as determined by the Harris County Commissioners Court.

- (vi) Upon award of a contract for construction of the Project, the County will:
  - (a) Manage and inspect the construction of the Project in a manner similar to that of other County construction projects; and
  - (b) Through its contractor, construct the Project in accordance with the PS&E approved by the Parties. The County may make minor changes in the PS&E through change(s) in contract ("CIC") that the County deems to be necessary or desirable during the construction of the Project, so long as the original scope and intent of the Project is maintained.
- (vii) During construction of the Project, the County is temporarily placing the road on the County Road Log. Upon completion of the Project, the County will remove the road from the County Road Log.
- (viii) Upon completion of the construction of the Project, the County shall provide an opportunity for the Parties to participate in a final walk-through and preparation of a punch list in regard to the construction of the Project.
- (iv) The County shall not be responsible for the maintenance of the Project.
- (v) The County shall invite the Parties to bi-weekly construction meetings.

B. COH's Responsibilities

- (i) COH will review the PS&E provided by the County and provide its approval within fourteen (14) days. Should COH desire to make changes to such PS&E, the Parties agree to meet and resolve all issues within fourteen (14) days of COH's receipt of the PS&E in order to finalize an agreed upon PS&E for the Project. If COH does not provide a response on the PS&E provided by the County within fourteen (14) days from its receipt of the PS&E, then the PS&E submitted to the City by the County will be deemed approved.
- (ii) Upon receipt of the bids and award recommendation from the County for construction of the Project, COH will review the bids and provide concurrence for award of the construction contract to such lowest and best bidder within five (5) business days from receipt of the recommendation from the County. If COH does not provide a response on the construction contract award recommendation within five (5) business days from its receipt of the recommendation from the County, then the recommendation submitted to COH will be deemed approved.
- (iii) COH may send a representative to attend the bi-weekly construction meetings.

- (iv) COH will assume full responsibility for the ongoing maintenance and repairs of the Project within the COH city limits.

C. Hunters Creek's Responsibilities

- (i) Hunters Creek will review the PS&E provided by the County and provide its approval within fourteen (14) days. Should Hunters Creek desire to make changes to such PS&E, the Parties agree to meet and resolve all issues within fourteen (14) days of Hunters Creek's receipt of the PS&E in order to finalize an agreed upon PS&E for the Project. If Hunters Creek does not provide a response on the PS&E provided by the County within fourteen (14) days from its receipt of the PS&E, then the PS&E submitted to the City by the County will be deemed approved.
- (ii) Upon receipt of the bids and award recommendation from the County for construction of the Project, Hunters Creek will review the bids and provide concurrence for award of the construction contract to such lowest and best bidder within five (5) business days from receipt of the recommendation from the County. If Hunters Creek does not provide a response on the construction contract award recommendation within five (5) business days from its receipt of the recommendation from the County, then the recommendation submitted to Hunters Creek will be deemed approved.
- (iii) Hunters Creek may send a representative to attend the bi-weekly construction meetings.
- (v) Hunters Creek will assume full responsibility for the ongoing maintenance and repairs of the Project within the Hunters Creek city limits.

**Section 2. Funding of the Project**

Notwithstanding any provision in this Agreement to the contrary, the following provisions will apply to all payments made under this Agreement:

- A. The County agrees to provide \$1,750,000.00 of the construction cost necessary for the construction of the Project, as generally illustrated on Exhibit B attached hereto and incorporated herein by reference.
- B. Parties agree that any construction costs incurred during the construction of the project or other work to be performed under this Agreement in excess of the construction contract award amount shall be funded by the County.

**Section 3. Term and Termination**

- A. This Agreement shall commence upon final execution by all the Parties (the "Effective Date") and shall remain in full force and effect until the completion of construction of the Project ("Term").

- B. This Agreement may be terminated by the County before award of the construction contract and at any time by mutual written consent of the Parties, or as otherwise provided under this Agreement.

#### **Section 4. Limitation of Appropriation**

- A. Parties understand and agree, said understanding and agreement also being of the absolute essence of this Agreement, that the County is not currently appropriating any funds for the Project. County may appropriate funds to complete the Project, but such funds shall not under any conditions, circumstances, or interpretations thereof exceed the sum certified available by the Harris County Auditor.
- B. Parties understand and agree, said understanding and agreement also being of the absolute essence of this Agreement, that failure of the Harris County Auditor to certify funds or to certify sufficient funding for any reason shall not be considered a breach of this Agreement.

#### **Section 5. Miscellaneous**

- A. Non-Assignability. The Parties bind themselves and their successors, executors, administrators, and assigns to the other Party of this Agreement and to the successors, executors, administrators, and assigns of such other Party, in respect to all covenants of this Agreement. No Party shall assign, sublet, or transfer its interest in this Agreement without the prior written consent of the other Parties.
- B. Notice. Any notice required to be given under this Agreement (“Notice”) shall be in writing and shall be duly served when it shall have been (a) personally delivered to the addresses below, (b) deposited, enclosed in an envelope with the proper postage prepaid thereon, and duly registered or certified, return receipt requested, in a United States Post Office, addressed to the Parties at the following addresses:

COH:

City of Houston  
611 Walker, 14<sup>th</sup> Floor  
Houston, Texas 77002  
Attention: Danielle Page  
Email: [Danielle.page@houstontx.gov](mailto:Danielle.page@houstontx.gov)

Hunters Creek:

City of Hunters Creek Village  
1 Hunters Creek Place  
Houston, Texas 77024  
Attention: Tom Fullen  
Email: [tfullen@cityofhunterscreek.com](mailto:tfullen@cityofhunterscreek.com)

County:

Harris County Engineering Department  
1111 Fannin Street, 11<sup>th</sup> Floor  
Houston, Texas 77002  
Attention: Interagency Agreement Coordinator

Any Notice given by mail hereunder is deemed given upon deposit in the United States Mail and any Notice delivered in person shall be effective upon receipt.

Each Party shall have the right to change its respective address by giving at least fifteen (15) days' written notice of such change to the other Parties.

Other communications, except for Notices required under this Agreement, may be sent by electronic means or in the same manner as Notices described herein.

- C. Independent Parties. It is expressly understood and agreed by the Parties that nothing contained in this Agreement shall be construed to constitute or create a joint venture, partnership, association or other affiliation or like relationship between the Parties, it being specifically agreed that their relationship is and shall remain that of independent parties to a contractual relationship as set forth in this Agreement. The County is an independent contractor and neither it, nor its employees or agents shall be considered to be an employee, agent, partner, or representative of COH or Hunters Creek for any purpose. Neither COH, nor its employees, officers, or agents shall be considered to be employees, agents, partners or representatives of the County or Hunters Creek for any purposes. Neither Hunters Creek, nor its employees, officers, or agents shall be considered to be employees, agents, partners or representatives of the County or COH for any purposes. No Party has the authority to bind any of the other Parties.
- D. No Third Party Beneficiaries. This Agreement shall be for the sole and exclusive benefit of the Parties and their legal successors and assigns. The County is not obligated or liable to any party other than the Parties for the performance of this Agreement. Nothing in the Agreement is intended or shall be deemed or construed to create any additional rights or remedies upon any third party. Further, nothing contained in the Agreement shall be construed to or operate in any manner whatsoever to confer or create rights or remedies upon any third party, increase the rights or remedies of any third party, or the duties or responsibilities of the County with respect to any third party.
- E. Waiver of Breach. No waiver or waivers of any breach or default (or any breaches or defaults) by any Party hereto of any term, covenant, condition, or liability hereunder, or the performance by any Party of any obligation hereunder, shall be deemed or construed to be a waiver of subsequent breaches or defaults of any kind, under and circumstances.
- F. No Personal Liability; No Waiver of Immunity.
- (1) Nothing in the Agreement is construed as creating any personal liability on the part of any officer, director, employee, or agent of any public body that may be a Party to the Agreement, and the Parties expressly agree that the execution of the Agreement does not create any personal liability on the part of any officer, director, employee, or agent of the County.

- (2) The Parties agree that no provision of this Agreement extends the County's liability beyond the liability provided for in the Texas Constitution and the laws of the State of Texas.
  - (3) Neither the execution of this Agreement nor any other conduct of either Party relating to this Agreement shall be considered a waiver by the County of any right, defense, or immunity on behalf of itself, its employees or agents under the Texas Constitution or the laws of the State of Texas.
- G. Applicable Law and Venue. This Agreement shall be governed by the laws of the State of Texas and the forum for any action under or related to the Agreement is exclusively in a state or federal court of competent jurisdiction in Texas. The exclusive venue for any action under or related to the Agreement is in a state or federal court of competent jurisdiction in Houston, Harris County, Texas.
- H. No Binding Arbitration; Right to Jury Trial. The County does not agree to binding arbitration, nor does the County waive its right to a jury trial.
- I. Contract Construction.
  - (1) This Agreement shall not be construed against or in favor of any Party hereto based upon the fact that the Party did or did not author this Agreement.
  - (2) The headings in this Agreement are for convenience or reference only and shall not control or affect the meaning or construction of this Agreement.
  - (3) When terms are used in the singular or plural, the meaning shall apply to both.
  - (4) When either the male or female gender is used, the meaning shall apply to both.
- J. Recitals. The recitals set forth in this Agreement are, by this reference, incorporated into and deemed a part of this Agreement.
- K. Entire Agreement; Modifications. This Agreement contains the entire agreement between the Parties relating to the rights herein granted and the obligations herein assumed. This Agreement supersedes and replaces any prior agreement between the Parties pertaining to the rights granted and the obligations assumed herein. This Agreement shall be subject to change or modification only by a subsequent written modification approved and signed by the governing bodies of each Party.
- L. Severability. The provisions of this Agreement are severable, and if any provision or part of this Agreement or the application thereof to any person, entity, or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such provision or part of this Agreement to other persons, entities, or circumstances shall not be affected thereby.

- M. Survival of Terms. Any provision of this Agreement that, by its plain meaning, is intended to survive the expiration or earlier termination of this Agreement shall survive such expiration or earlier termination. If an ambiguity exists as to survival, the provision shall be deemed to survive.
- N. Multiple Counterparts/Execution. This Agreement may be executed in several counterparts. Each counterpart is deemed an original and all counterparts together constitute one and the same instrument. In addition, each Party warrants that the undersigned is a duly authorized representative with the power to execute the Agreement.
- O. Warranty. By execution of this Agreement, the Parties warrant that the duties accorded to the Parties in this Agreement are within the powers and authority of the Parties.

**[EXECUTION PAGE FOLLOWS]**

**HARRIS COUNTY**

By: \_\_\_\_\_  
Lina Hidalgo  
County Judge

**CITY OF HOUSTON**

By: \_\_\_\_\_  
John Whitmire  
Mayor

**CITY OF HUNTERS CREEK VILLAGE**

By: \_\_\_\_\_  
Jim Pappas  
Mayor

APPROVED AS TO FORM:

CHRISTIAN D. MENEFEE  
County Attorney

By: \_\_\_\_\_  
Alexa Moores  
Assistant County Attorney  
CAO File No.: 24GEN0293

## ORDER OF COMMISSIONERS COURT

The Commissioners Court of Harris County, Texas, met in regular session at its regular term at the Harris County Administration Building in the County of Houston, Texas, on \_\_\_\_\_, with all members present except \_\_\_\_\_.

A quorum was present. Among other business, the following was transacted:

### **ORDER AUTHORIZING EXECUTION OF A JOINT PARTICIPATION INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY, CITY OF HOUSTON, AND CITY OF HUNTERS CREEK VILLAGE TO CONSTRUCT IMPROVEMENTS ALONG MEMORIAL DRIVE FROM CHIMNEY ROCK TO GREENBAY STREET AND ALL RELATED APPURTENANCES IN HARRIS COUNTY PRECINCT 3.**

Commissioner \_\_\_\_\_ introduced an order and moved that Commissioners Court adopt the order. Commissioner \_\_\_\_\_ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Lina Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Tom S. Ramsey, P.E.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Lesley Briones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order thus adopted follows:

#### IT IS ORDERED THAT:

1. The Harris County Judge is authorized to execute on behalf of Harris County the attached Joint Participation Interlocal Agreement between Harris County, City of Houston, and City of Hunters Creek Village to construct improvements along Memorial Drive from Chimney Rock to Greenbay Street and all related appurtenances in Harris County Precinct 3.
2. All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purposes of this order.

City of  
Houston  
Road Log  
(300 feet)



EXHIBIT B		
Interlocal Agreement - Memorial Drive from West of Chimney Rock Road to Greenbay Street - 2024		
Precinct 3		
Date 07.16.2024		
Description	Estimated Cost (Estimate Used In Agreement)	
Harris County Portion [Not to exceed]	\$1,750,000.00	
City of Hunters Creek Village	\$0.00	
City of Houston	\$0.00	
Subtotal	\$1,750,000.00	
Total Cost	\$1,750,000.00	



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve an interlocal agreement with the City of Hedwig Village for Sidewalk replacement on Beinhorn Road.  
**EXHIBITS:** Interlocal Agreement

---

**INTERLOCAL AGREEMENT**  
**(Sidewalk Replacement and Repair)**

THE STATE OF TEXAS	§	
	§	KNOW ALL MEN BY THESE PRESENTS
COUNTY OF HARRIS	§	

This Interlocal Agreement ("Agreement") is made and entered into pursuant to the Interlocal Cooperation Act (TEX. GOV'T CODE ANN., Ch. §791) by and between the **City of Hunters Creek Village**, a municipal corporation under the laws of the State of Texas (hereinafter referred to as "Hunters Creek") and the **City of Hedwig Village**, a municipal corporation under the laws of the State of Texas (hereinafter referred to as "Hedwig").

**WITNESSETH, that**

**WHEREAS**, Hedwig has proposed to repair or replace the sidewalk within the north twenty (20) feet of Beinhorn Road right-of-way from the west boundary line of Brogden Road right-of-way to the east boundary line of the Hedwig Road right-of-way; and

**WHEREAS**, the portion of the Beinhorn Road right-of-way upon which the sidewalk is to be repaired or replaced is entirely within the city limits of Hunters Creek; and

**WHEREAS**, Hunters Creek is willing to allow the sidewalk repair or replacement in order to provide bicycle and pedestrian access, provided Hedwig agrees to comply with all of Hunters Creek's city ordinances and all applicable state and federal laws; and

**WHEREAS**, it is to the benefit of Hunters Creek and Hedwig and the Hunters Creek and Hedwig residents to enter into this Agreement and to undertake the repair or replacement of the sidewalk.

**NOW THEREFORE**, for and in consideration of the mutual covenants, agreements, and benefits to the parties herein named, the parties hereby agree as follows:

1. Subject to and upon the terms and conditions set forth herein, Hunters Creek hereby grants Hedwig a temporary nonexclusive right and easement for the repair or replacement of the sidewalk in the area referenced above.

2. The rights granted hereby are subject to the rights of Hunters Creek, and Hunters Creek accepts and reserves right of passage over the above-described easement for persons and vehicles.

3. All plans and specifications for the initial repair or replacement of the sidewalk, as well and for any subsequent alteration, improvement or removal of the sidewalk, must be submitted to and approved by Hunters Creek in writing prior to any work being done in connection with such installation, alteration, improvement or removal.

4. Hedwig, at its expense, will be responsible for preparation of construction plans and specifications, and will administer bidding, construction, inspection, materials testing and

surveying of the sidewalk. Hedwig shall not undertake, or cause to be undertaken, any alterations or modifications of the sidewalk pursuant to this Agreement without first securing the approval of Hunters Creek of the plans and specifications for the same. Hedwig shall apply for and obtain all construction permits required by Hunters Creek City Ordinances; provided, however, that Hunters Creek agrees that no fee will be charged for the issuance of such permits with respect to working on the sidewalk.

5. During construction, Hunters Creek shall have the right to inspect the sidewalk and to review all documents, maps, plats, records, photographs, reports, or drawings affecting said construction.

6. All notices and communications under this Agreement shall be mailed by certified mail, return receipt requested, or delivered by messenger to Hunters Creek at the following address:

City of Hunters Creek Village  
1 Hunters Creek PI  
Houston, Texas 77024  
Attention: City Administrator

7. All notices and communications under this agreement shall be mailed by certified mail, return receipt requested, or delivered by messenger to the Hedwig at the following address:

City of Hedwig Village, Texas  
955 Piney Point Road  
Houston, Texas 77024  
Attention: City Administrator

8. This Agreement will remain in effect for as long as the repair or replacement of the sidewalk is under construction; provided, however, that Hunters Creek shall have the right to terminate this Agreement upon thirty (30) days prior written notice if Hedwig fails to perform its obligations under paragraph 3 above.

9. Following the repair or replacement of the sidewalk within the specified area, Hunters Creek, at its expense, will repair and maintain the sidewalk.

10. The parties recognize that the sidewalk is a fixture or improvement that is being installed on property that is owned or controlled by Hunters Creek. Accordingly, the sidewalk and any alterations, additions or changes to the sidewalk will become the property of Hunters Creek and will remain upon the property and be surrendered by Hedwig upon the expiration or termination of this Agreement, and Hedwig hereby waives all rights to any payment or compensation therefore.

11. This Agreement is not intended to and shall not create a joint enterprise between Hedwig and Hunters Creek. The parties hereto are undertaking governmental functions or services under this Agreement and the purpose hereof is solely to further the public good, rather than any pecuniary purpose. The party undertaking work under this Agreement shall have responsibility for

day-to-day management and control of the sidewalks acquired pursuant to this Agreement upon which such work is performed, except as may otherwise expressly be provided herein.

12. Hunters Creek hereby reserves for itself, its successors and assigns, the right to use the Beinhorn Road right-of-way for any and all purposes, including but not limited to the right to construct, operate, maintain, repair, replace, change the size of and remove roadways, drainage facilities, pipelines, utilities and any other structures that Hunters Creek may desire in, on, under, or over the Beinhorn Road right-of-way, and to grant such rights to others, provided that such use does not substantially and materially interfere with Hedwig's use and enjoyment of the rights and privileges granted herein, but subject to the terms and provisions hereof.

13. No party hereto shall make, in whole or in part, any assignment of this Agreement or any obligation hereunder without the prior written consent of the other part hereto. This instrument contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any modification concerning this instrument shall be of no force or effect, excepting a subsequent modification in writing signed by all parties hereto.

14. The repair or replacement of the sidewalks will be governed by this Agreement and will not be governed by the any prior Agreement.

Effective as of the last date of the signatures below.

**CITY OF HUNTERS CREEK VILLAGE**

By: \_\_\_\_\_  
Jim Pappas, Mayor

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

**ATTEST:**

By: \_\_\_\_\_  
Tom Fullen  
City Administrator  
Hunters Creek Village

**CITY OF HEDWIG VILLAGE**

By: \_\_\_\_\_  
Tom Jinks, Mayor

Date: 4/10/2025

**ATTEST:**

By: Lisa Modisette  
Lisa Modisette  
City Secretary  
City of Hedwig Village



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve a Resolution appointing Councilmember Stewart Marks as the City's designated representative regarding legislative issue.  
**EXHIBITS:** Resolution

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**RESOLUTION NO. 2025-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF HUNTERS CREEK VILLAGE, TEXAS APPOINTING  
COUNCILMEMBER STUART MARKS TO ACT ON  
BEHALF OF THE CITY REGARDING LEGISLATIVE  
MATTERS.**

\* \* \* \* \*

**WHEREAS**, the Texas Legislature is currently in session, and

**WHEREAS**, the Texas Legislature has proposed legislation that impacts municipalities, municipal operations, and the City of Hunters Creek Village; and

**WHEREAS**, the City Council desires to appoint one member of the governing body to act on behalf of the City of Hunters Creek Village, Texas regarding legislative matters;

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

**SECTION 1.** This statements set forth in the preamble to this Resolution are true and correct.

**SECTION 2.** Councilmember Stuart Marks is appointed to act on behalf of the City of Hunters Creek Village, Texas regarding legislative matters.

**PASSED AND APPROVED this \_\_\_\_ day of April 2025.**

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

ATTEST:

\_\_\_\_\_  
Tom Fullen, City Administrator



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to approve an ordinance of the City of Hunters Creek Village, Texas, amending the City's 2025 budget to add new individual line items to reflect actual expenditures providing for severability; and containing other provisions relating to the subject.

**EXHIBITS:** Ordinance & Budget Amendment 2025-01

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**ORDINANCE NO. 2025-**

**AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS,  
AMENDING THE CITY'S 2025 BUDGET TO ADD 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 2025 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 2025 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 2025," 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 2025" 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 April, 2025.

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

ATTEST:

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

AMENDMENT NO. 1 TO THE ORIGINAL BUDGET OF  
THE CITY OF HUNTERS CREEK VILLAGE, TEXAS  
FOR THE YEAR 2025

- 1) A change to the line item titled "Mayor/Council Allowance"  
(Account #71500) to reflect an increase in the amount of \$18,000.00
  
- 2) A change to the line item titled "ALPR"  
(Account #72600) to reflect an increase in the amount of \$10,000.00
  
- 3) A change to the line item titled "Reforestation"  
(Account #75050) to reflect an increase in the amount of \$17,000.00  
from the previous year end budget



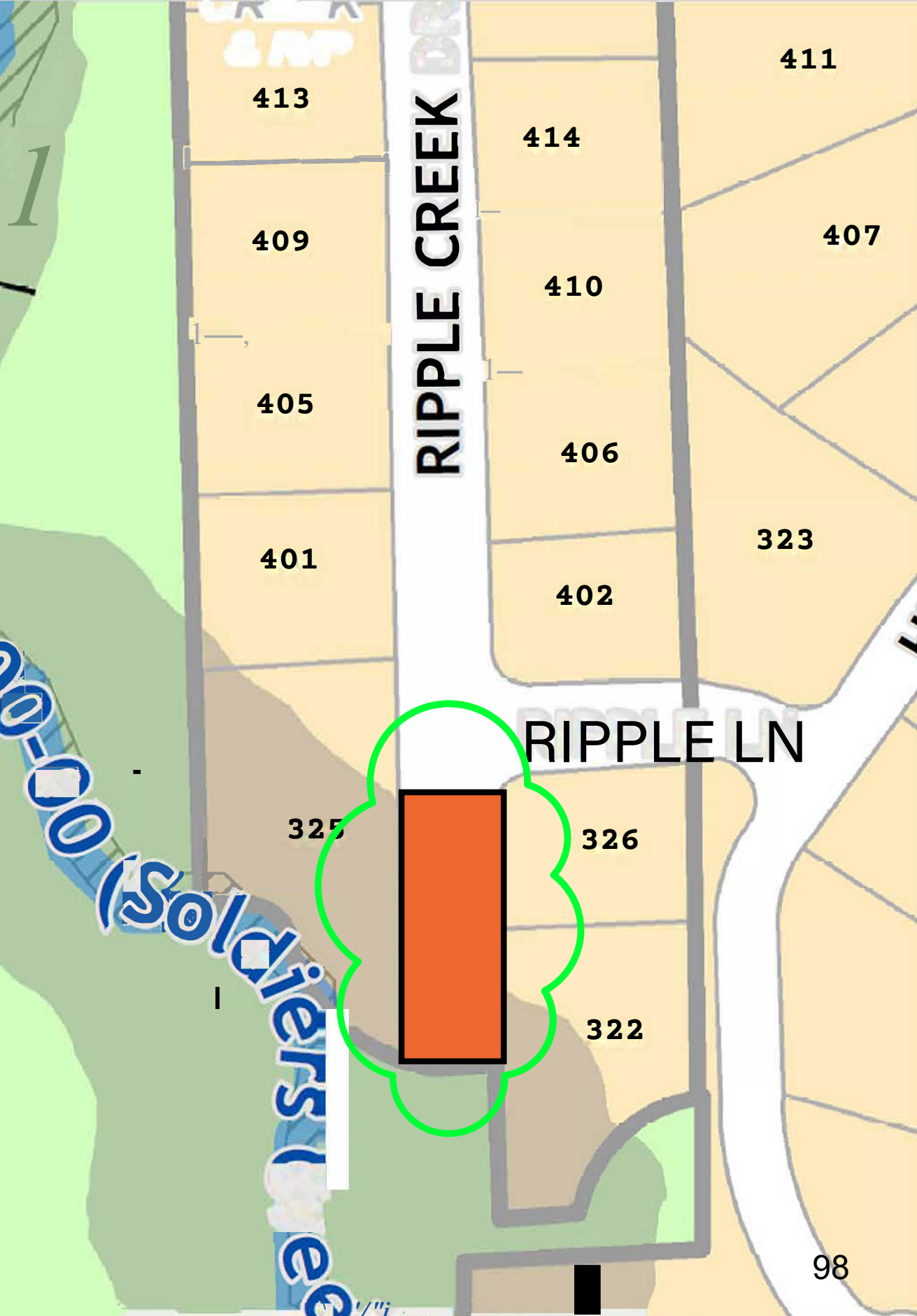
**CITY OF HUNTERS CREEK VILLAGE  
AGENDA DISCUSSION FORM**

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to vacate, close,  
or abandon a portion of Ripple Creek Drive.  
**EXHIBITS:** Plat & Map

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By \_\_\_\_\_ Deputy



RIPPLE CREEK DR

414

411

413

409

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410

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406

401

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402

RIPPLE LN

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322

98



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

**AGENDA DATE:** April 22, 2025  
**AGENDA SUBJECT:** Discussion and possible action to amend the Fire Sprinkler Ordinance.  
**EXHIBITS:** Ordinance No. 679

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ORDINANCE NO. 679

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS TO REVISE CERTAIN PROVISIONS GOVERNING THE REQUIRED INSTALLATION OF FIRE PROTECTION SPRINKLER SYSTEMS IN NEW AND EXISTING BUILDINGS AND STRUCTURES; AND PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2000.00 FOR VIOLATION OF ANY PROVISION OF THE ORDINANCE.

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

Section 1. Section 3.102 (o) of the Code of Ordinances of the City of Hunters Creek Village, Texas is amended to read as follows:

“Section 903, entitled ‘Automatic Sprinkler Systems’ is deleted. Automatic sprinkler systems are required as provided by Section 5.102 of the Code of Ordinances of the City of Hunters Creek Village.”

Section 2. Section 3.203 of the Code of Ordinances of the City of Hunters Creek, Village, Texas is amended to read as follows:

“Automatic sprinkler systems are required as provided by Section 5.102 of the Code of Ordinances of the City of Hunters Creek Village.”

Section 3. Section 5.102 (b) of the Code of Ordinances of the City of Hunters Creek Village, Texas is amended to read as follows:

“Section 903.2 of the International Fire Code, as adopted and amended by the City of Hunters Creek Village, is further amended to read as follows:

‘An automatic sprinkler system shall be installed, and maintained in operating condition, in all new and existing buildings and structures containing an enclosed area of 1000 square feet or more and built for, or to be utilized as, any of the occupancy classifications defined by the International Fire Code, except Miscellaneous Group U.

Provided however, that an automatic sprinkler system shall not be required for an existing building or structure unless and until:

a) the enclosed floor area of the building or structure, as it existed on the effective date of this ordinance, is increased by 50% or more; or

b) for a non-residential occupancy classification, 50% or more of the existing enclosed floor area of the building is renovated, remodeled or restored; or

c) for a residential occupancy classification, 50% or more of the space within the dwelling used for living, sleeping, eating, cooking, bathing, washing, and sanitation purposes is renovated, remodeled, or restored.”

And provided further that an automatic sprinkler system shall not be required in spaces or areas in telecommunication buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries, and standby engines, if those spaces or areas are equipped throughout with an automatic fire alarm system and are separated from the remainder of the building by a wall with a fire-resistance rating of not less than 1 hour and floor/ceiling assembly with a fire-resistance rating of not less than 2 hours.

Section 4. All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this ordinance are hereby repealed to the extent of such inconsistency or conflict.

Section 5. Any person, corporation, or other entity that violated any provision of this Ordinance shall be deemed guilty of a misdemeanor and upon conviction shall be fined in an amount not to exceed \$2,000.00. Each day on which a violation occurs and each separate occurrence of any violation shall constitute a separate offense.

Section 6. In the event any provision or part of this Ordinance or its application to any person or circumstance is for any reason adjudged invalid or held unconstitutional by a court of competent jurisdiction, it is the intention of the City

Council that the remaining provisions of the Ordinance be given full force and effect. To that end, the City Council declares that it would have passed each and every provision of the Ordinance notwithstanding the omission of any part that might have later been declared invalid or unconstitutional.

PASSED AND APPROVED this 27<sup>th</sup> day of February, 2007.

Stephen Reichek

Stephen Reichek  
Mayor

ATTEST:

Deborah L. Loesch

Deborah L. Loesch, TRMC  
City Secretary

