

MAYOR
Jim Pappas

CITY OF HUNTERS CREEK VILLAGE

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



CITY ADMINISTRATOR
Tom Fullen, MPA, CPM

Notice is hereby given of a regular meeting of the City Council of Hunters Creek Village, Texas, to be held on **Tuesday, May 27, 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.

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

- A. Call to order and the roll of elected and appointed officers will be taken.
- B. Pledge of Allegiance.
- C. Administration of the oath of office to the newly elected councilmembers.
- D. **PUBLIC COMMENTS** *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of council or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the matter.*
- E. **REPORTS**
 - 1. City Treasurer Monthly Report **Pgs. 1-5**
 - 2. Police Commissioner Monthly Report **Pgs. 6-39**
 - 3. Fire Commissioner Monthly Report **Pgs. 40-46**
 - 4. Building Official Monthly Report **Pgs. 47-49**
 - 5. City Engineer Monthly Report **Pgs. 50-52**
 - 6. City Administrator Report
 - 7. Mayor and Council Reports and Comments
- F. **CONSENT AGENDA** *The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Councilmember requests, in which event, the item will be removed from the general order of business and considered in its normal sequence on the agenda.*

1. Approval of the Minutes of the Regular Meeting on April 22, 2025. [Pgs. 53-57](#)
2. Approval of the Cash Disbursement Journal for April 2025. [Pgs. 58-60](#)
3. Approval of the 1st Quarterly Investment Report for 2025. [Pg. 61](#)

G. REGULAR AGENDA

1. Discussion about Trash and Recycling pick up with GFL Environmental. [Pgs. 62-66](#)
2. Discussion and possible action to approve the FY2024 Funding Review for the Memorial Village Police Department. [Pgs. 67-68](#)
3. Discussion and possible action to approve the Memorial Village Police Departments FY2026 proposed Budget. [Pgs. 69-82](#)
4. Discussion and possible action to approve Amendment No. 2024-02 to the Village Fire Departments 2024 Budget to make intra-budgetary transfers that will not result in additional assessments to the City. [Pgs. 83-85](#)
5. Discussion and possible action to approve Amendment No. 2025-03 to the Village Fire Departments 2025 Budget in an amount not to exceed \$236,000.00 and that will not result in additional assessments to the City. [Pgs. 86-88](#)
6. Discussion and possible action to approve an increase to Amendment No. 77 with CobbFendley in the amount of \$35,990.46 for Construction Phase Services and Reimbursable Expenses. [Pgs. 89-95](#)
7. Discussion and possible action to approve the proposal from Cameron Builders for the replacement of the shutters on City Hall in the amount of \$18,822.40 for Western Red Cedar or \$28,032.84 for Mahogany. [Pgs. 96-97](#)
8. Discussion and possible action to approve an extension for New Residence Permit 202300422 at 502 Thamer Lane. [Pgs. 98-99](#)
9. Discussion and possible action to approve the agreement between Hunters Creek Village and Spring Branch School District to assess and collect ad valorem taxes. [Pgs. 100-105](#)
10. Discussion and possible action to schedule a Budget Workshop date for the City's FY2026 Budget. [Pg. 106](#)
11. Discussion and possible action to adopt an ordinance to vacate, close, or abandon a portion of Ripple Creek Drive. [Pg. 107](#)

12. Discussion and possible action to request that the Planning and Zoning Commission consider a potential amendment to the City's Zoning Ordinance to add a definition for the term "masonry"—including applicable materials and manner of construction—as used in Section 44-163(4) of the Ordinance, thereof concerning the walls required along the side or rear property lines adjacent to Voss or Memorial Roads. [Pg. 108](#)

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.

CERTIFICATION

I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, #1 Hunters Creek Place, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: May 23, 2025 at 10:00 a.m. and remained so posted continuously for at least 72 hours before said meeting was convened.

Tom Fullen, City Administrator
Acting City Secretary



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

City of Hunters Creek Village
Monthly Tax Office Report
April 30, 2025

Prepared by: J Matelske, Tax Assessor/Collector

A. Current Taxable Value \$ 3,685,821,066

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	233,930.57	(3,782.49)	230,148.08
Adjusted Levy	7,561,978.06	131,448.53	7,693,426.59
Less Collections Y-T-D	7,346,610.69	(798.58)	7,345,812.11
Receivable Balance	<u>\$ 215,367.37</u>	<u>\$ 132,247.11</u>	<u>\$ 347,614.48</u>

C. COLLECTION RECAP:

Current Month:	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Base Tax	\$ 59,115.53	\$ (2,076.58)	\$ 57,038.95
Penalty & Interest	5,933.61	(6.56)	5,927.05
Attorney Fees	1.47	(8.60)	(7.13)
Other Fees	0.60	-	0.60
Total Collections	<u>\$ 65,051.21</u>	<u>\$ (2,091.74)</u>	<u>\$ 62,959.47</u>

Year-To-Date:	Current 2024 Tax Year	Delinquent 2023 & Prior Tax Years	Total
Base Tax:	\$ 7,346,610.69	\$ (798.58)	\$ 7,345,812.11
Penalty & Interest	24,558.65	397.67	24,956.32
Attorney Fees	1.47	184.43	185.90
Other Fees	52.28	-	52.28
Total Collections	<u>\$ 7,371,223.09</u>	<u>\$ (216.48)</u>	<u>\$ 7,371,006.61</u>

Percent of Adjusted Levy	<u>97.48%</u>	<u>97.47%</u>
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Budget Report

Account Summary

For Fiscal: 2025 Period Ending: 04/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL GOVERNMENT (01)							
Revenue							
100-00-41000	CURRENT AD VALOREM TAXES	7,618,075.00	7,618,075.00	80,303.39	7,305,297.99	-312,777.01	4.11 %
100-00-41005	PREVIOUS AD VALOREM TAXES	15,000.00	15,000.00	-492.41	10,942.22	-4,057.78	27.05 %
100-00-41010	FRANCHISE TAXES	400,000.00	400,000.00	0.00	71,158.36	-328,841.64	82.21 %
100-00-41015	SALES TAXES	700,000.00	700,000.00	0.00	244,513.03	-455,486.97	65.07 %
100-00-41020	MIXED DRINK TAX	20,000.00	20,000.00	0.00	8,278.77	-11,721.23	58.61 %
100-00-41040	PENALTIES/INTEREST	25,000.00	25,000.00	4,120.52	23,745.35	-1,254.65	5.02 %
100-00-42035	BUILDING PERMITS	300,000.00	300,000.00	80,242.20	167,643.60	-132,356.40	44.12 %
100-00-42036	CONTRACTOR REGISTRATION	0.00	0.00	1,575.00	5,325.00	5,325.00	0.00 %
100-00-42044	CREDIT CARD PROCESSING FEE	3,500.00	3,500.00	0.00	0.00	-3,500.00	100.00 %
100-00-43056	EMS	0.00	0.00	0.00	28,620.74	28,620.74	0.00 %
100-00-43057	CHILD SAFETY FEES	4,000.00	4,000.00	0.00	1,169.13	-2,830.87	70.77 %
100-00-43070	METRO RECEIPTS	350,000.00	350,000.00	0.00	122,256.52	-227,743.48	65.07 %
100-00-44025	TRAFFIC FINES	200,000.00	200,000.00	20,038.50	79,950.79	-120,049.21	60.02 %
100-00-44027	COURT TECHNOLOGY FUND	4,000.00	4,000.00	345.12	1,471.44	-2,528.56	63.21 %
100-00-44028	COURT SECURITY FUND	5,000.00	5,000.00	424.98	1,782.40	-3,217.60	64.35 %
100-00-46030	INTEREST INCOME	375,000.00	375,000.00	55,984.66	220,123.69	-154,876.31	41.30 %
100-00-48045	SUBD ST. LIGHTS	35,000.00	35,000.00	0.00	0.00	-35,000.00	100.00 %
100-00-48055	OTHER INCOME	10,000.00	10,000.00	0.00	750.00	-9,250.00	92.50 %
Revenue Total:		10,064,575.00	10,064,575.00	242,541.96	8,293,029.03	-1,771,545.97	17.60 %
Expense							
100-01-71000	SALARIES & WAGES	676,574.00	676,574.00	0.00	163,866.17	512,707.83	75.78 %
100-01-71001	LONGEVITY	5,802.00	5,802.00	0.00	0.00	5,802.00	100.00 %
100-01-71002	457B	13,534.00	13,534.00	0.00	3,093.86	10,440.14	77.14 %
100-01-71025	TMRS	180,419.00	180,419.00	0.00	47,178.96	133,240.04	73.85 %
100-01-71030	PAYROLL TAXES	52,271.00	52,271.00	0.00	13,518.01	38,752.99	74.14 %
100-01-71105	INSURANCE BENEFITS	138,000.00	138,000.00	0.00	46,056.84	91,943.16	66.63 %
100-01-71107	HRA	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
100-01-71500	MAYOR/COUNCIL ALLOWANCE	0.00	18,000.00	1,500.00	3,000.00	15,000.00	83.33 %
100-01-72045	NOTICES & MAILING	10,000.00	10,000.00	1,236.23	1,551.22	8,448.78	84.49 %
100-01-72055	OFFICE SUPPLIES & PRINTING	8,500.00	8,500.00	122.93	1,382.77	7,117.23	83.73 %
100-01-72060	TELEPHONE	17,500.00	17,500.00	116.04	3,802.35	13,697.65	78.27 %
100-01-72061	TRAVEL & TRAINING	10,000.00	10,000.00	0.00	720.70	9,279.30	92.79 %
100-01-72062	TUITION REIMBURSEMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-01-72063	CERTIFICATION/LICENSE/EDUCATI...	10,200.00	10,200.00	0.00	2,550.00	7,650.00	75.00 %
100-01-72065	MACHINE RENTAL MAINTENANCE	1,800.00	1,800.00	268.20	514.41	1,285.59	71.42 %
100-01-72090	MEMBERSHIPS & SUBSCRIPTIONS	5,200.00	5,200.00	0.00	2,396.00	2,804.00	53.92 %
100-01-72108	GEN LIABILITY/PROP/WC INS	26,180.00	26,180.00	0.00	0.00	26,180.00	100.00 %
100-01-72109	SURETY BONDS	250.00	250.00	0.00	0.00	250.00	100.00 %
100-01-72110	ELECTIONS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-01-72111	RECORDS MANAGEMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
100-01-72112	CODIFICATIONS	2,000.00	2,000.00	997.50	2,429.70	-429.70	-21.49 %
100-01-75040	OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-01-76010	COMPUTER SOFTWARE SERVICES	18,000.00	18,000.00	0.00	11,166.50	6,833.50	37.96 %
100-01-78056	BANK FEES	1,000.00	1,000.00	0.00	-0.96	1,000.96	100.10 %
100-01-78115	PUBLIC RELATIONS	15,000.00	15,000.00	0.00	410.10	14,589.90	97.27 %
100-02-72042	CONSULTING SERVICES	25,000.00	25,000.00	0.00	9,886.04	15,113.96	60.46 %
100-02-72085	TAX COLLECTOR/ASSESSOR	63,000.00	63,000.00	8,570.00	22,824.00	40,176.00	63.77 %
100-02-72120	AUDITOR	20,257.00	20,257.00	0.00	0.00	20,257.00	100.00 %
100-02-72300	LITIGATION	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
100-02-72310	CITY ATTORNEY	50,000.00	50,000.00	2,430.00	5,805.00	44,195.00	88.39 %

Budget Report

For Fiscal: 2025 Period Ending: 04/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-02-72502	CITY ENGINEER	78,750.00	78,750.00	4,900.00	10,230.00	68,520.00	87.01 %
100-02-78504	TCEQ PHIII STORMWATER PERMIT	15,000.00	15,000.00	0.00	8,935.00	6,065.00	40.43 %
100-03-72001	VILLAGE FIRE DEPARTMENT	2,241,892.00	2,241,892.00	186,824.33	840,709.53	1,401,182.47	62.50 %
100-03-72005	MEMORIAL VILLAGES POLICE DEPT.	2,702,322.00	2,702,322.00	220,471.28	1,159,020.64	1,543,301.36	57.11 %
100-04-72015	GARBAGE SERVICE	636,693.00	636,693.00	44,625.49	133,876.47	502,816.53	78.97 %
100-04-72021	STREET LIGHTS-CITY	60,000.00	60,000.00	10,796.59	16,416.13	43,583.87	72.64 %
100-04-72057	OFFICE SUPP/PRINTING - PW	2,000.00	2,000.00	210.64	251.42	1,748.58	87.43 %
100-04-72062	TRAVEL/TRAINING - PW	8,500.00	8,500.00	0.00	604.05	7,895.95	92.89 %
100-04-72070	MOSQUITO FOGGING CONTRACT	15,194.00	15,194.00	0.00	0.00	15,194.00	100.00 %
100-04-72091	MEMBERSHIPS/SUBS PW	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-04-72205	UNIFORMS-PW	3,600.00	3,600.00	258.24	1,367.42	2,232.58	62.02 %
100-04-72500	PW-BUILDING INSPECTIONS	60,000.00	60,000.00	4,480.00	16,600.00	43,400.00	72.33 %
100-04-72520	TRUCK MAINTENANCE	15,000.00	15,000.00	863.83	2,109.23	12,890.77	85.94 %
100-04-72530	TRAFFIC LIGHT MAINTENANCE	3,500.00	3,500.00	0.00	2,100.00	1,400.00	40.00 %
100-04-72540	MOWING CONTRACT	75,000.00	75,000.00	1,200.00	4,528.00	70,472.00	93.96 %
100-04-72541	CONTRACT LABOR	25,000.00	25,000.00	0.00	5,737.50	19,262.50	77.05 %
100-04-72560	LANDSCAPING	30,000.00	30,000.00	843.08	943.43	29,056.57	96.86 %
100-04-72600	ALPR	0.00	10,000.00	0.00	2,500.00	7,500.00	75.00 %
100-04-75510	RENTAL/PURCHASE EQUIPMENT	10,000.00	10,000.00	303.43	912.55	9,087.45	90.87 %
100-04-75550	TRAFFIC SIGNS	3,000.00	3,000.00	0.00	1,764.00	1,236.00	41.20 %
100-04-76500	STREET & DRAINAGE MAINTENANCE	100,000.00	100,000.00	5,600.00	23,153.89	76,846.11	76.85 %
100-04-78050	BUILDING MAINTENANCE	30,000.00	30,000.00	685.82	1,734.78	28,265.22	94.22 %
100-04-78051	JANITORIAL SERVICE BLDG MAINTEN...	10,474.00	10,474.00	869.08	3,476.32	6,997.68	66.81 %
100-04-78063	STORM DISASTER FUND	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
100-04-78540	URBAN FORESTER	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
100-04-78544	CREDIT CARD PROCESSING FEES	3,000.00	3,000.00	0.00	923.71	2,076.29	69.21 %
100-05-73000	JUDGES & PROSECUTORS	40,000.00	40,000.00	4,572.50	14,972.50	25,027.50	62.57 %
100-05-73020	JURY DUTY FEES	300.00	300.00	0.00	0.00	300.00	100.00 %
100-05-73025	WARRANTS ISSUED	500.00	500.00	192.00	192.00	308.00	61.60 %
100-05-73030	COURT SUPPLIES & PRINTING	2,500.00	2,500.00	76.62	260.12	2,239.88	89.60 %
100-05-73031	COURT TECHNOLOGY	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-05-73032	COURT SECURITY	2,300.00	2,300.00	0.00	315.03	1,984.97	86.30 %
100-05-73034	COURT MEMBERSHIPS & SUBSCRIPT..	500.00	500.00	0.00	305.00	195.00	39.00 %
100-05-73035	COURT-TRAVEL & TRAINING	1,500.00	1,500.00	375.60	375.60	1,124.40	74.96 %
100-05-73044	CREDIT CARD FEES	2,500.00	2,500.00	0.00	712.60	1,787.40	71.50 %
100-05-73045	COURT TAX PD TO STATE	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00 %
100-06-75041	COMPUTER EQUIP. & SOFTWARE	38,500.00	38,500.00	0.00	16,450.00	22,050.00	57.27 %
100-06-75042	BUILDING OFFICIAL VEHICLE	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00 %
100-06-78064	CAPITAL RESERVE	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
Expense Total:		8,247,012.00	8,275,012.00	503,389.43	2,613,628.59	5,661,383.41	68.42 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):		1,817,563.00	1,789,563.00	-260,847.47	5,679,400.44	3,889,837.44	-217.36 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)							
Expense							
200-01-75038	STREET AND MAINTANANCE - RECU...	200,000.00	200,000.00	6,272.20	60,515.60	139,484.40	69.74 %
200-01-75050	REFORESTATION	20,000.00	37,000.00	0.00	0.00	37,000.00	100.00 %
200-01-75053	OUTFALL REPAIRS	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
200-01-75058	STORM SEWER IMPROVEMENTS	0.00	0.00	1,300.00	2,080.00	-2,080.00	0.00 %
200-01-75064	STREET REPLACEMENTS - ONGOING	1,000,000.00	1,000,000.00	17,736.75	471,653.32	528,346.68	52.83 %
Expense Total:		1,520,000.00	1,537,000.00	25,308.95	534,248.92	1,002,751.08	65.24 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:		1,520,000.00	1,537,000.00	25,308.95	534,248.92	1,002,751.08	65.24 %
Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT FUND							
Expense							
210-01-75000	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	-1,857,921.00	-286,156.42	5,145,151.52	7,003,072.52	376.93 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL GOVERNMENT (01)						
Revenue	10,064,575.00	10,064,575.00	242,541.96	8,293,029.03	-1,771,545.97	17.60 %
Expense	8,247,012.00	8,275,012.00	503,389.43	2,613,628.59	5,661,383.41	68.42 %
Fund: 100 - GENERAL GOVERNMENT (01) Surplus (Deficit):	1,817,563.00	1,789,563.00	-260,847.47	5,679,400.44	3,889,837.44	-217.36 %
Fund: 200 - CAPITAL IMPROVEMENTS (02)						
Expense	1,520,000.00	1,537,000.00	25,308.95	534,248.92	1,002,751.08	65.24 %
Fund: 200 - CAPITAL IMPROVEMENTS (02) Total:	1,520,000.00	1,537,000.00	25,308.95	534,248.92	1,002,751.08	65.24 %
Fund: 210 - CAPITAL IMPROVEMENTS - MEMORIAL REPLACEMENT ...						
Expense	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	-1,857,921.00	-286,156.42	5,145,151.52	7,003,072.52	376.93 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL GOVERNMENT (01	1,817,563.00	1,789,563.00	-260,847.47	5,679,400.44	3,889,837.44
200 - CAPITAL IMPROVEMENTS (0:	-1,520,000.00	-1,537,000.00	-25,308.95	-534,248.92	1,002,751.08
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	-1,857,921.00	-286,156.42	5,145,151.52	7,003,072.52

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	362	178	184	\$20,761	\$13,811	\$6,950
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	1141	536	605	\$84,460	\$56,555	\$27,905
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	95.08	44.67	50.42	\$7,038.31	\$4,712.92	\$2,325.41

*REVENUES INCLUDES BONDS THAT HAVE BEEN APPLIED



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

Raymond Schultz
Chief of Police

May 12, 2025

TO: MVPD Police Commissioners

FROM: R. Schultz, Chief of Police

REF: April 2025 Monthly Report

During the month of April, MVPD responded/handled a total of 5,643 calls/incidents. 3,338 House Watch checks were conducted. 1086 traffic stops were initiated with 1,110 citations being issued for 1,808 violations. (Note: 27 Assists in Hedwig, 218 in Houston, 6 in Spring Valley and 0 in Hillshire)

Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	1657/6134	1031/4169	2	445/234/679	5@3:23
Piney Point:	1661/5903	1094/3936	4	293/245/538	3@3:38
Hunters Creek:	1915/7509	1209/5014	7	364/232/596	9@3:48
				Cites/Warn/Total	17@3:38

Type and frequency of calls for service/citations include:

Call Type	#	Call Type	#	Citations	#
False Alarms:	153	Ord. Violations:	33	Speeding:	305
Animal Calls:	30	Information:	11	Exp. Registration	471
ALPR Hits:	26	Suspicious Situation	86	Ins	228
Assist Fire:	45	Loud Party	11	No License	163
Assist EMS:	37	Welfare Checks:	7	Stop Sign	36
Accidents:	13			Fake Plate	37

*This month the department generated a total of 64 police reports.
BH-18, PP-14, HC-29, HOU-3, HED-0, SV-0*

Crimes Against of Persons (0)

Assault - DV (0)

Crimes Against Property (7)

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

Petty/Quality of Life Crimes/Events (57)

ALPR Hits (valid)	5	Animal Bites	2
Accidents	13	Towed vehicles	4
Warrants	18	Concealing ID	1
Trespassing	1	Misc	13

Arrest Summary: Individuals Arrested (26)

Warrants	18	DWI	0
Class 3 Arrests	7	Felony	1

Budget YTD:	Expense	Budget	%
• Personnel Expense:	1,939,175	6,744,765	28.8%
• Operating Expense:	406,278	1,192,201	34.1%
• Total M&O Expenditures:	2,345,453	7,936,966	29.6%
• Capital Expenses:	163,827	170,000	96.4%
• Net Expenses:	2,509,280	8,106,966	31.0%

Follow-up on Previous Month Items/Requests from Commission

The 2026 budget was presented to the Piney Point and Hunters Creek City Councils. The Bunker Hill presentation will occur at their May meeting due to the fact that in April their meeting was held prior to the commission meeting.

Personnel Changes/Issues/Updates

MVPD police dispatcher Ms. Shelby Jeffery submitted her resignation to the department effective May 6, 2025. Ms. Jeffery stated the reason for her resignation was due to shift work and the inability to spend more time with her growing family.

Officer Larry Boggus was honored as the 2025 MVPD Officer of the year by the Memorial Exchange Club.

Major/Significant Events

On 4/2/25 while monitoring vehicle traffic on Voss Road, MVPD officers were alerted to a stolen vehicle passing by the marked police unit as it was captured on the in-car video ALPR system. Officers initiated a traffic stop and detained the 2 occupants. This was our second hit from the in-car ALPR system.

Status Update on Major Projects

The 2025 CAD/ARM/MRS capital project has been initiated. The official cutover began on April 29, 2025. During the cutover we have identified several reports that are missing or insufficient. The vendor is working with staff and is making corrections and additions to the reporting and auditing capabilities of the new software.

Our call-logging software vendor has reached out to the department and is working with Commander Jones in addressing the concerns that we are currently having with recording inconsistencies and system notifications.

Olson and Olson reviewed the Paladin contract and requested changes to the document. The vendor concurred with the changes and made them as suggested.

Community Projects

Officer Boggus assisted Ecclesia Church with their easter Festival on April 12th and Bunker Hill Elementary School with the annual “Bike to School” event.

D.A.R.E. graduations were held for students at both Hunters Creek Elementary and Frostwood Elementary Schools.

V-LINC new registrations in April +7

BH – 1745(+2)
PP – 1236 (+2)

HC – 1737 (+2)
Out of Area – 642 (+1)

MVPD – VFD Monthly Response Times Report

April 2025

911/Emergency Designated Calls - EMS and Fire

Total	11@3:21
Bunker Hill	3@2:52
Piney Point	3@3:37
Hunters Creek	5@3:27

EMS Only

Total	10@3:24
Bunker Hill	3@2:52
Piney Point	2@3:58
Hunters Creek	5@3:27

Fire Only

Total	1@2:48
Bunker Hill	0@0:00
Piney Point	1@2:48
Hunters Creek	0@0:00

Radio Calls – Fire Assist

Total	24@4:37
Bunker Hill	8@5:31
Piney Point	11@3:55
Hunters Creek	5@4:42

Radio Calls – EMS Assist

Total	5@3:14
Bunker Hill	1@2:23
Piney Point	2@3:55
Hunters Creek	2@2:59

2025 Burglary Map

<u>Address</u>	<u>Alarm</u>	<u>POE</u>
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

<u>Address</u>	<u>MO</u>
300 Gentilly Pl	Juggling



Daytime Burglary



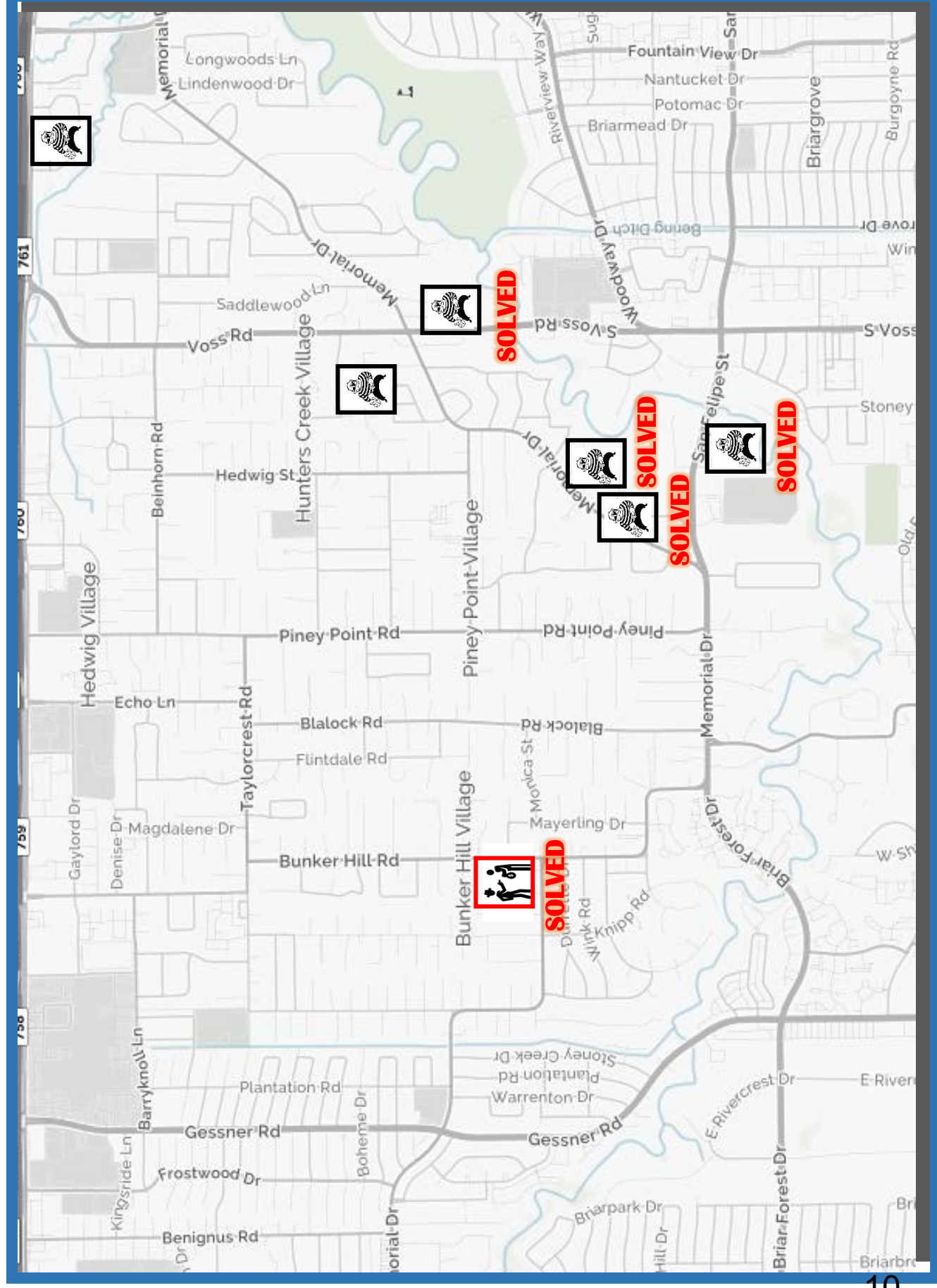
Nighttime Burglary



Robbery



4/30/25



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
10726 Old Coach Ln	WIN
305 Maylerling	UNL
11723 Wood Ln	UNL

Contractor

Lock/Win Punch

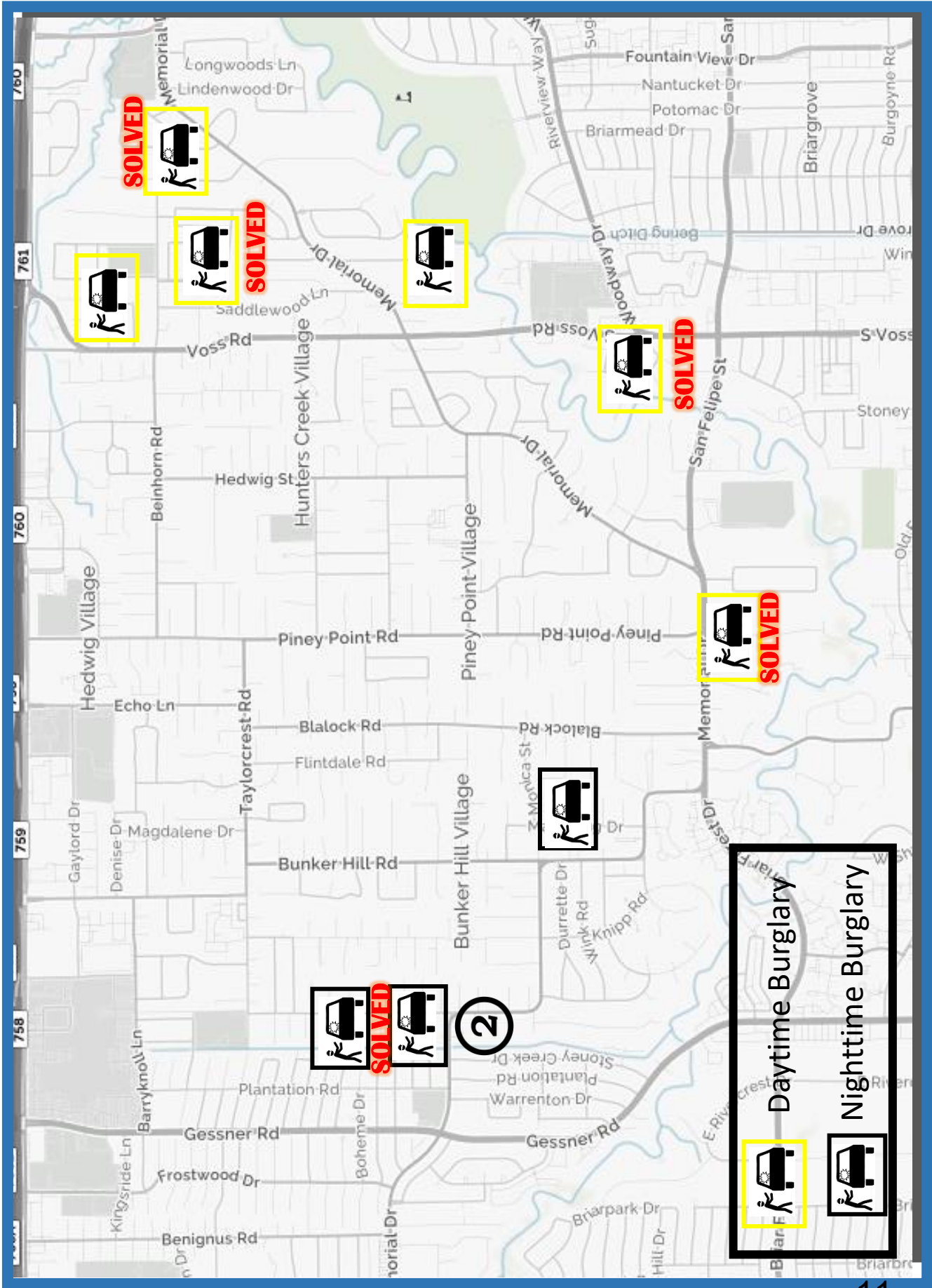
* Jugging

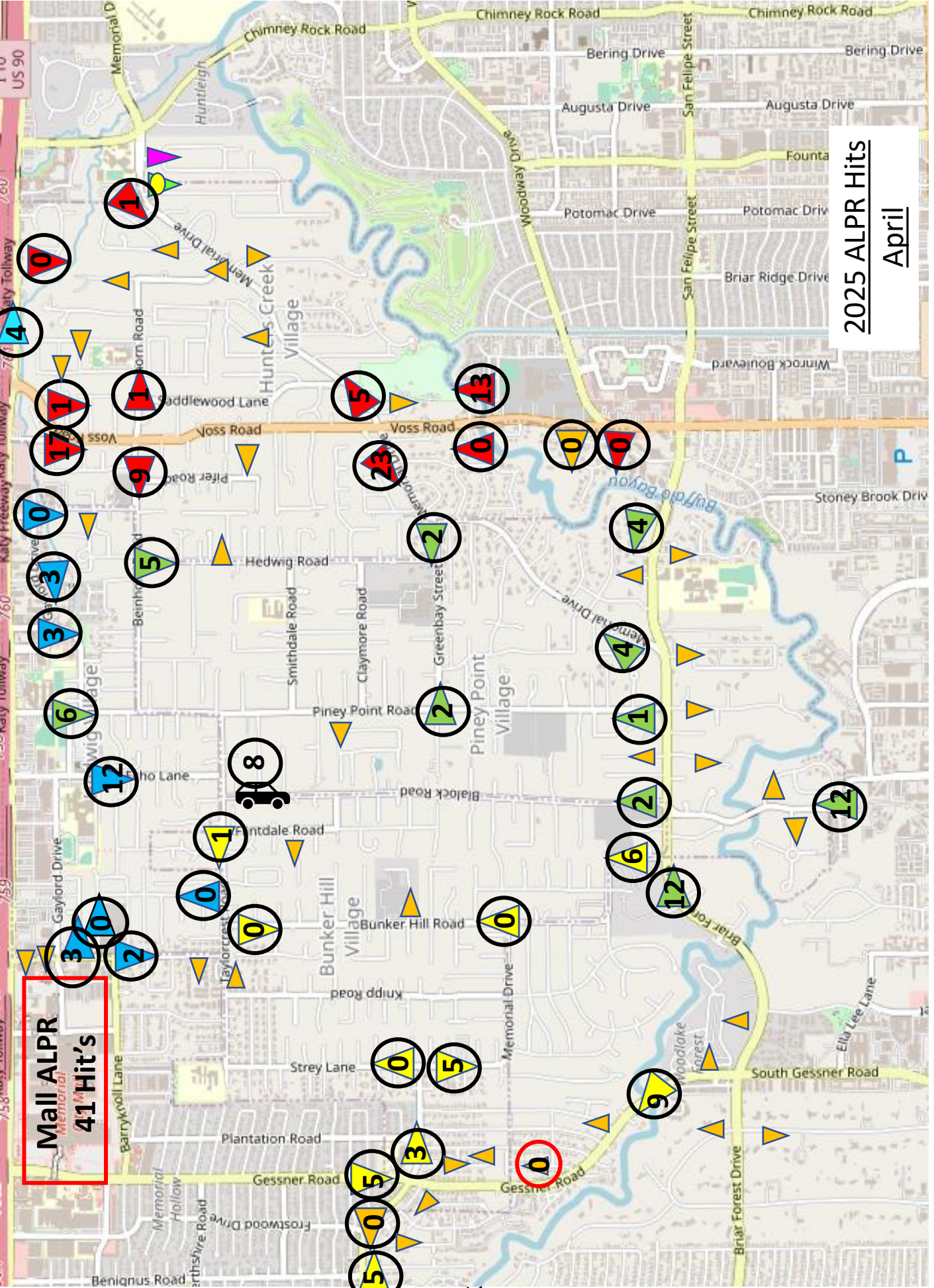


Blue Entry = Actual
Location Unknown

SOLVED

4/30/25





Hedwig
23

Bunker Hill

Piney Point

Hunters Creek

Frequent Mobile Locations

Total Hits
162
12

Lindenwood
HOA

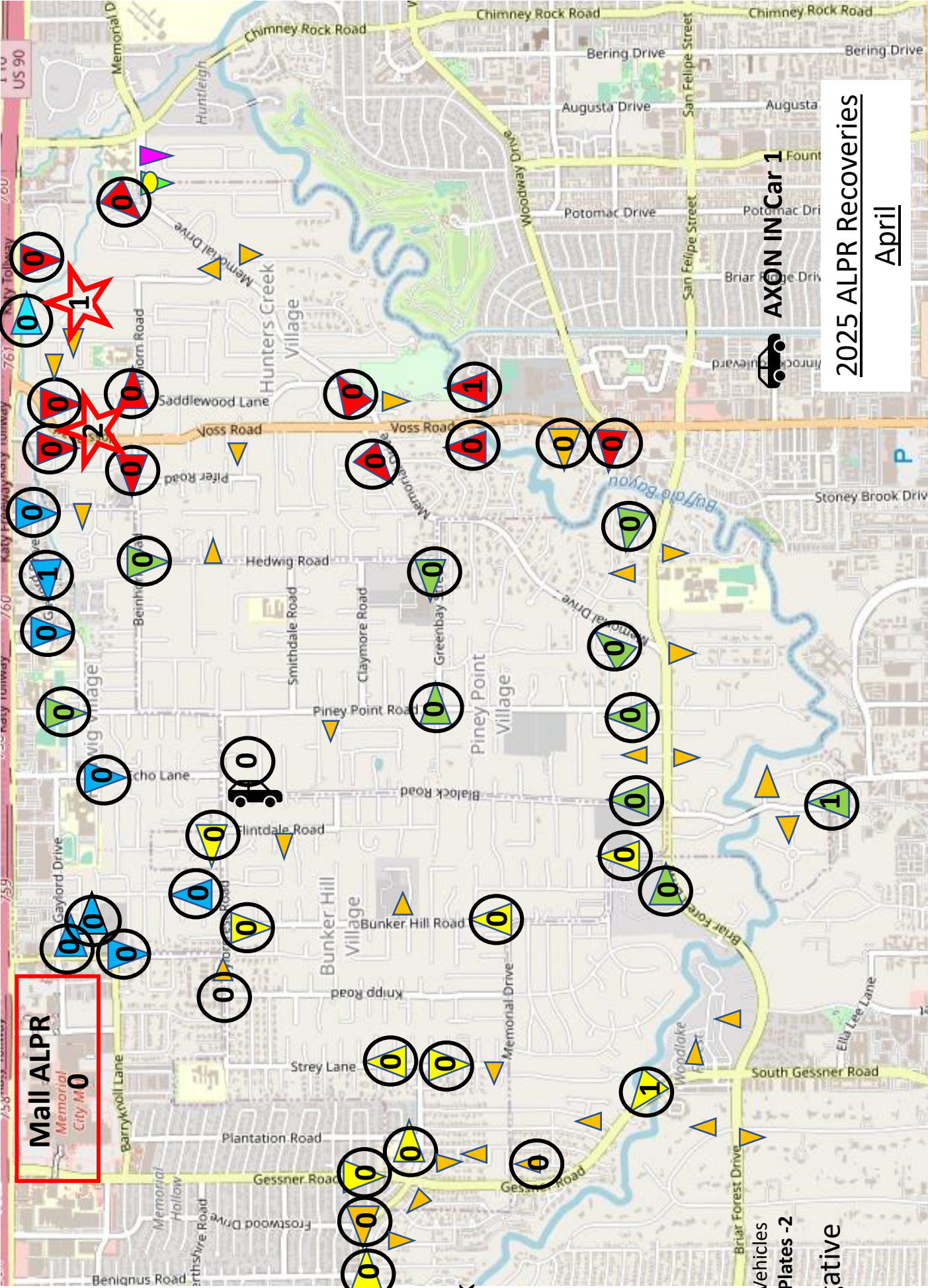
Longwoods
HOA

US Coins

HOA
Systems-34

2025 ALPR Hits
April

4/30/25



Hedwig

Bunker Hill

Piney Point

Hunters Creek

Frequent Mobile Locations

5 Recovered Vehicles Recovered Plates - 2

Investigative Leads

Lindenwood HOA

Longwoods HOA

US Coins

HOA Systems

Recovered

2

4/30/25

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	0	7	57	64	26	5643	3338	1657	1031	1661	1094	1915	1209
May													
June													
July													
August													
September													
October													
November													
December													
Total	3	36	231	270	80	20563	13106	6134	4169	5903	3936	7509	5014

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	23:23:08									3	103
BAKER, BRIAN C	* 0:00:00	0:00:00	0:00:00	0:06:14										
BALDWIN, BRIAN	* 13:28:18	8:14:01	2:57:41	1:55:45										
BIEHUNKO, JOHN	15:40:14	20:12:21	19:06:35	19:51:57									3	40
BOGGUS, LARRY	* 1:35:53	6:18:55	0:48:52	1:23:13										
BURLESON, Jason	14:32:02	19:35:41	21:07:05	14:17:04									2	29
BYRD, Rachied	24:40:42	15:36:41	20:04:53	23:40:39									2	32
CANALES, RALPH EDWARD	22:07:13	10:22:31	20:43:33	14:59:47									3	28
CERNY, BLAIR C.	* 14:55:06	15:00:00	1:21:43	3:11:06										
GONZALEZ, Jose	24:24:08	28:28:50	29:28:35	18:58:29									2	33
HARWOOD, NICHOLAS	16:57:08	10:48:24	22:33:30	14:42:32									7	23
JARVIS, RICHARD	21:10:56	21:08:48	15:51:34	29:12:50									5	76
JOHNSON, JOHN	23:42:56	19:58:30	27:57:20	19:07:51										56
JONES, ERIC	* 0:06:21	0:00:00	0:00:00	0:00:00										
KING, JEREMY	5:57:30	13:03:05	18:08:53	14:53:14									2	36
KUKOWSKI, Andy	27:54:59	30:25:51	29:13:07	19:52:30										67
MCLELVAN, ROBERT	12:22:39	9:57:54	12:10:12	11:00:01									1	26
MILLARD, Shaneca	20:53:11	32:48:34	25:29:07	15:28:00										50
ORTEGA, Yesenia	22:55:16	17:40:40	21:12:41	14:05:43									3	27
OWENS, LANE	* 0:00:00	0:00:00	0:00:00	0:00:00										
PALLMINO, Michelle			10:38:00	24:25:22									4	101
PAVLOCK, JAMES ADAM	7:43:45	7:56:16	12:53:27	23:05:58									10	133
RODRIGUEZ, CHRISTOPHER	* 10:19:28	14:35:05	3:16:51	2:01:05										
RODRIGUEZ, JOSE	27:31:06	11:49:13	24:54:38	22:35:05									3	56
RODRIGUEZ, REGGIE	14:07:24	21:31:06	2:58:20	15:25:29									1	26
SCHULTZ, RAYMOND	* 0:00:00	3:10:17	0:00:00	0:11:38										
SILLIMAN, ERIC	8:34:26	16:17:47	19:46:53	10:07:19									3	94
SPRINKLE, MICHAEL	12:49:34	10:54:59	16:40:21	13:21:10									1	18
TAYLOR, CRAIG	9:23:28	0:00:00	0:00:00	0:00:00										
VALDEZ, JUAN	17:17:57	20:02:32	15:37:24	22:33:47										28
WHITE, TERRY	23:11:18	23:24:40	47:08:37	29:09:20									9	28
* = Admin												Total	64	1110

Dispatch Committed Time														
911 Phone Calls	200	206	408	272										
3700 Phone Calls	2279	2418	2451	2622										
DP General Phone Calls*	77:37:45	58:37:23	54:42:51	58:01:59										
Radio Transmissions	8293	9138	10095	11342										

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

\$ 135,000.00

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

[illegible]

INVESTIGATIVE LEADS/Solves

INVESTIGATIVE LEADS/Solves								Crime	Plate	Date	ALPR
Crime	Plate	Date	ALPR	Crime	Plate	Date	ALPR	Crime	Date	Plate	ALPR
Theft	VGN1242	1-Jan	30	Crim Trespass	19EWKK	3/26/2025	26				
Burglary	TJM5836	7-Jan	AXON	Jugging	VXF2939	3/29/2025	7				
Const Theft	F150	28-Jan	18	Fraud	VHZ4412	4/18/2025	Coins				
Theft	VGN1242	3-Feb	16	Jugging	VXF2939	4/19/2025	17				
Robbery	VPZ5433	24-Feb	Mall	Tresspass/BMV	19EWKK	4/23/2025	17				
Burglary	SN59702	22-Feb	26								
Protective Order	6992C88	26-Feb	6								
FSGI	WBW0539	5-Mar	19								
BMV	3C6589	7-Mar	29								
BMV	3C6589	7-Mar	Rad								
BMV	3C6589	7-Mar	23								
BMV	VXF2939	20-Mar	27								
BMV	VYV0734	20-Mar	27								
Burg of hab	VXD3758	25-Mar	Long								



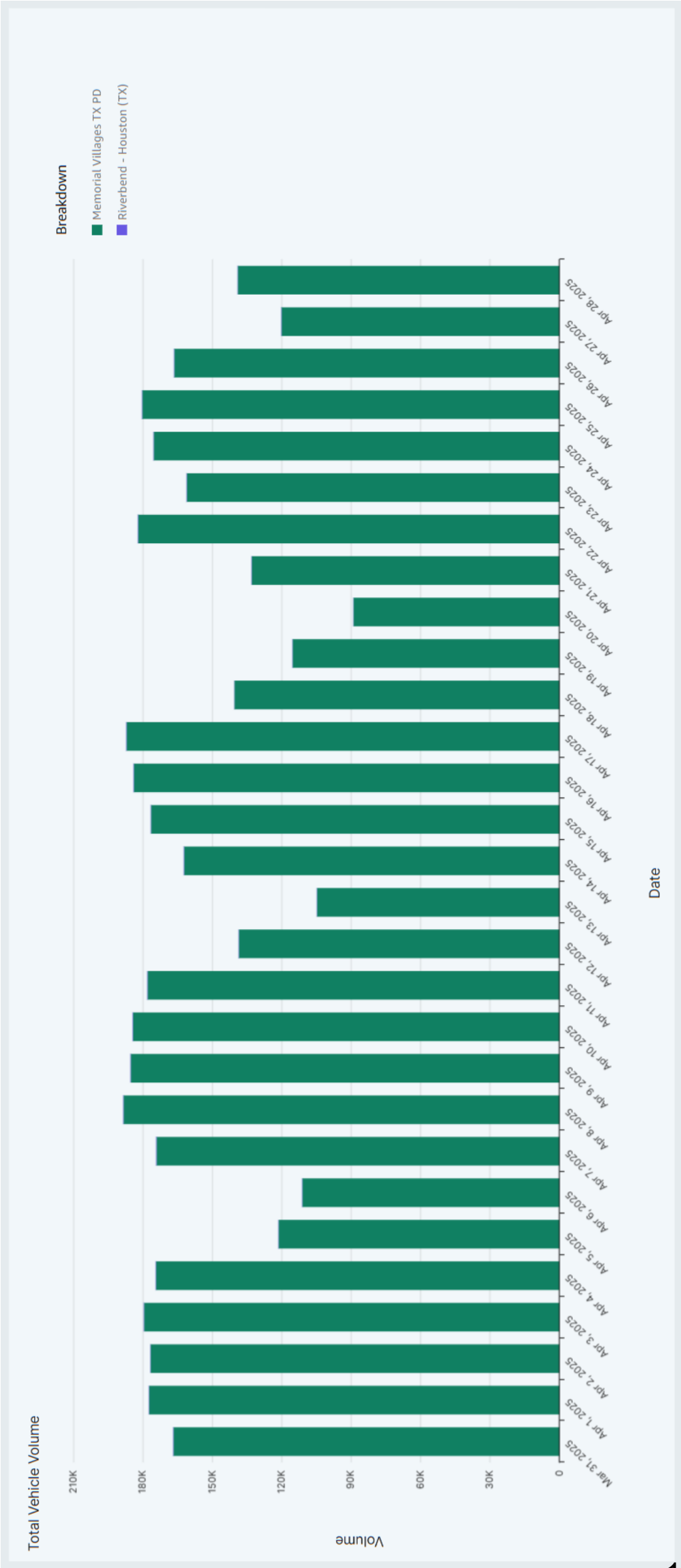
April 2025 ALPR REPORT



Total Plate Reads, Inci'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 4,574,730



Unique Reads – 2,110,229



All Categories – All Hotlists

Controls

Date Range

2025/04/01 - 2025/04/30

Category

All

Alert Sources

All

Hot List Reason

All

Show Hits By

Source Type

Timeframe

Day

Cameras

All

Networks

All

Visual Type

Bar Chart

Total Hotlist Alerts

1,144

Official Hotlist Alerts

254

Your Custom Hotlist Alerts

5

Other Custom Hotlist Alerts on Your Networks

885

Total Hits

60

Non-Owned...

Official Hot...

Owned Cus...

Apr 1, 2025

Apr 2, 2025

Apr 3, 2025

Apr 4, 2025

Apr 5, 2025

Apr 6, 2025

Apr 7, 2025

Apr 8, 2025

Apr 9, 2025

Apr 10, 2025

Apr 11, 2025

Apr 12, 2025

Apr 13, 2025

Apr 14, 2025

Apr 15, 2025

Apr 16, 2025

Apr 17, 2025

Apr 18, 2025

Apr 19, 2025

Apr 20, 2025

Apr 21, 2025

Apr 22, 2025

Apr 23, 2025

Apr 24, 2025

Apr 25, 2025

Apr 26, 2025

Apr 27, 2025

Apr 28, 2025

0

10

20

30

40

50

60

Total Alerts by Topic

Topic	Alerts
Non Owned Custom Hotlist Alert	885
Stolen Vehicle	84
Protection Order	49
Stolen Plate	47
Sex Offender	44
Gang or Suspected Terrorist	25
Custom Hotlist Alert	5
Warrants	4
Extreme Risk Protection Order	1

Top 6 Categories



Sex Offenders

Controls

Date Range ⓘ
2025/04/01 - 2025/04/30

Timeframe ⓘ
Day

Cameras ⓘ
All

Networks ⓘ
All

Category ⓘ
All

Alert Sources ⓘ
All

Hot List Reason ⓘ
Sex Offender

Show Hits By ⓘ
Source Type

Visual Type ⓘ
Bar Chart

Total Hotlist Alerts
44

Official Hotlist Alerts
44

Your Custom Hotlist Alerts
No data

Other Custom Hotlist Alerts on Your Networks
No data

Total Alerts by Topic

Topic	Alerts
Sex Offender	44

Total Hits

■ Official Hot...


Date	Total Hits
Apr 1, 2025	2
Apr 2, 2025	3
Apr 3, 2025	1
Apr 4, 2025	1
Apr 5, 2025	1
Apr 6, 2025	1
Apr 7, 2025	3
Apr 8, 2025	2
Apr 9, 2025	2
Apr 10, 2025	2
Apr 11, 2025	2
Apr 12, 2025	4
Apr 13, 2025	2
Apr 14, 2025	1
Apr 15, 2025	1
Apr 16, 2025	3
Apr 17, 2025	1
Apr 18, 2025	1
Apr 19, 2025	3
Apr 20, 2025	3
Apr 21, 2025	1
Apr 22, 2025	2
Apr 23, 2025	2
Apr 24, 2025	2
Apr 25, 2025	2
Apr 26, 2025	1
Apr 27, 2025	1
Apr 28, 2025	1

Summary Report

Insights Dashboard

Vehicle Reads

4424307




View Details

Searches

Number of searches performed by users from your organizations


889



View Details

Hot List Hits

1144



View Details

Device Sharing

Shared with
Lewisville TX PD,
Alexander AR PD,
and 667 others

Access Levels
Search
Hotlist Tool Access

Device Status

38 / 38 ?

Devices Online

Device Name

#01 Inbound, Riverview Way, EB

Battery

93%

Latency

12.11 s

Previous Device

Next Device

23

#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

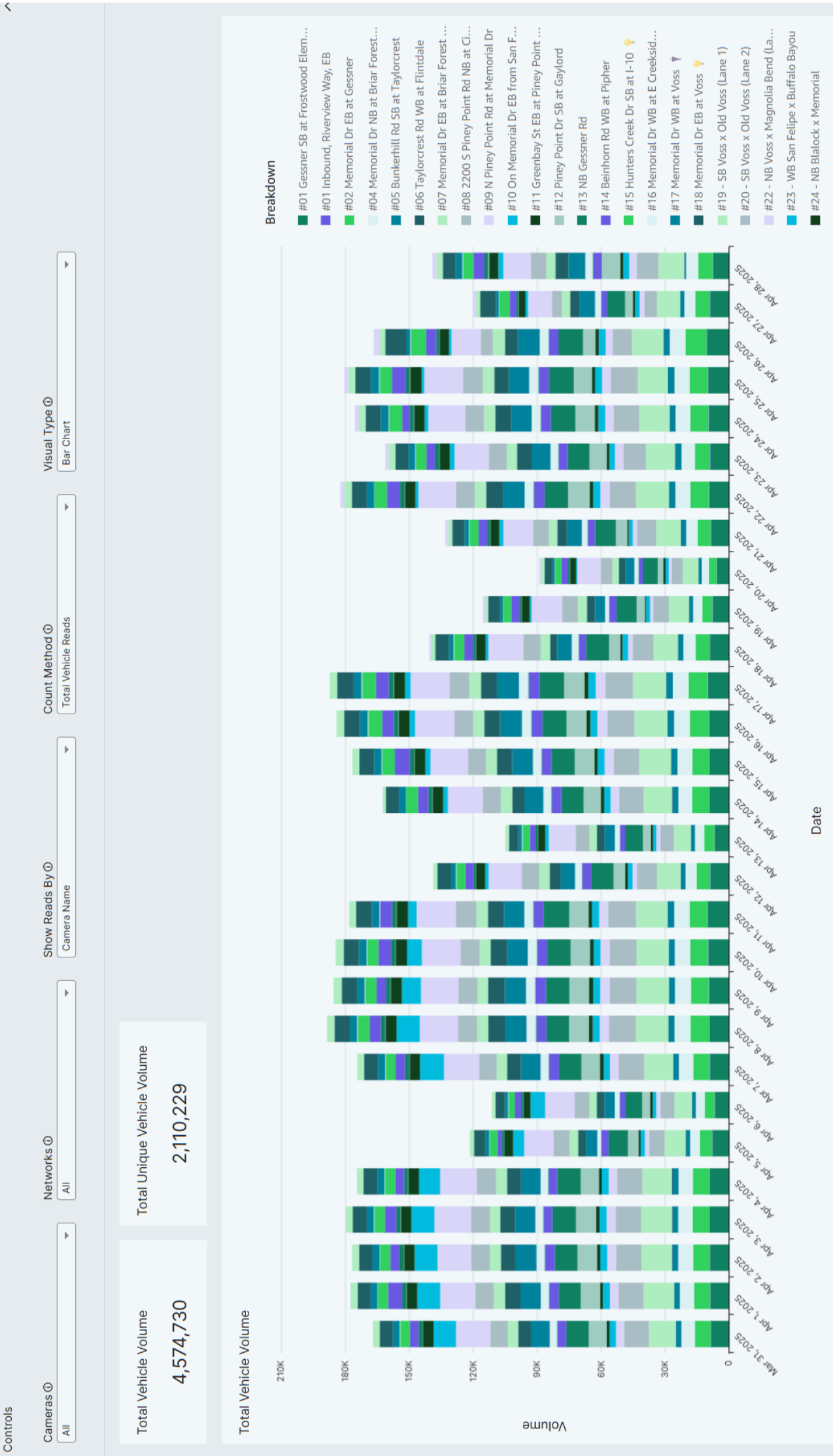
Green = Piney Point

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)	459739
#07 Memorial Dr EB at Briar Forest	373855
#08 2200 S Piney Point Rd NB at City Limit	303639
#13 NB Gessner Rd	289924
#01 Gessner SB at Frostwood Elementary	254916
#17 Memorial Dr WB at Voss	241118
#20 - SB Voss x Old Voss (Lane 2)	233226
#12 Piney Point Dr SB at Gaylord	214680
#02 Memorial Dr EB at Gessner	211880
#31 EB Memorial Dr near Tealwood	188586
#04 Memorial Dr NB at Briar Forest	180763
#18 Memorial Dr EB at Voss	175729
#19 - SB Voss x Old Voss (Lane 1)	138928
#28 MUPD Station S/B Memorial Drive	138148
#23 - WB San Felipe x Buffalo Bayou	135768
#27 Unit 181 Blalock S/B at Taylorcrest	133452
#24 - NB Blalock x Memorial	132207
#14 Beinhorn Rd WB at Pipher	118954
#09 N Piney Point Rd at Memorial Dr	99930
#16 Memorial Dr WB at E Creekside Dr	99204
#30 EB Beinhorn Rd @ Voss Rd	81256
#10 On Memorial Dr EB from San Felipe	80655
#32 WB Greenbay @ Memorial Dr	80027
#05 Bunkerhill Rd SB at Taylorcrest	71027
#26 - SB Hedwig x Beinhorn	49302
#11 Greenbay St EB at Piney Point Rd	40927
Strey NB at Memorial	17808
#29 - Riverbend Main Entrance	7558
#15 Hunters Creek Dr SB at I-10	6913
#06 Taylorcrest Rd WB at Flintdale	5200
#01 Inbound, Riverview Way, EB	5199
#25 - NB Bunker Hill x Memorial	4211
P#002 - NB Voss x Magnolia Bend (Lane 2)	1
Grand Total	4574730

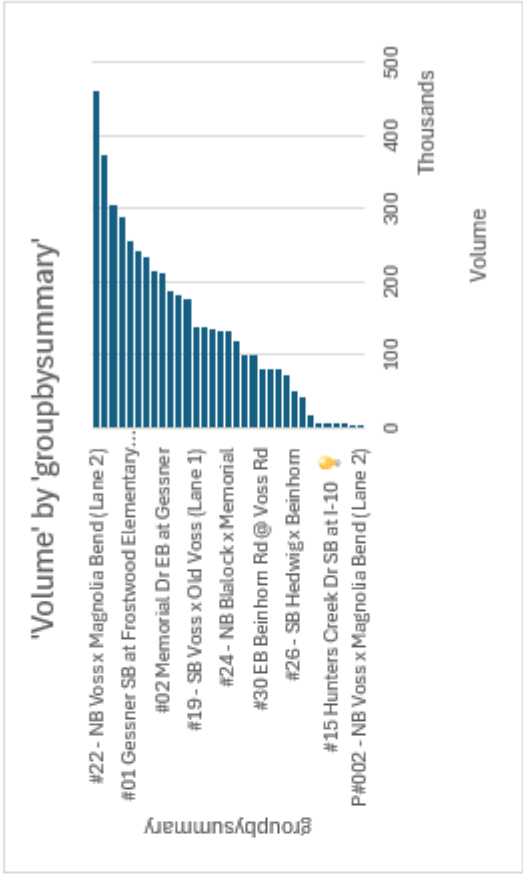


Plate Reads
By Location

Controls

Date Range ⓘ
2025/04/01 - 2025/04/30

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
162

Official Hotlist Alerts
157

Your Custom Hotlist Alerts
5

Other Custom Hotlist Alerts on Your Networks
No data

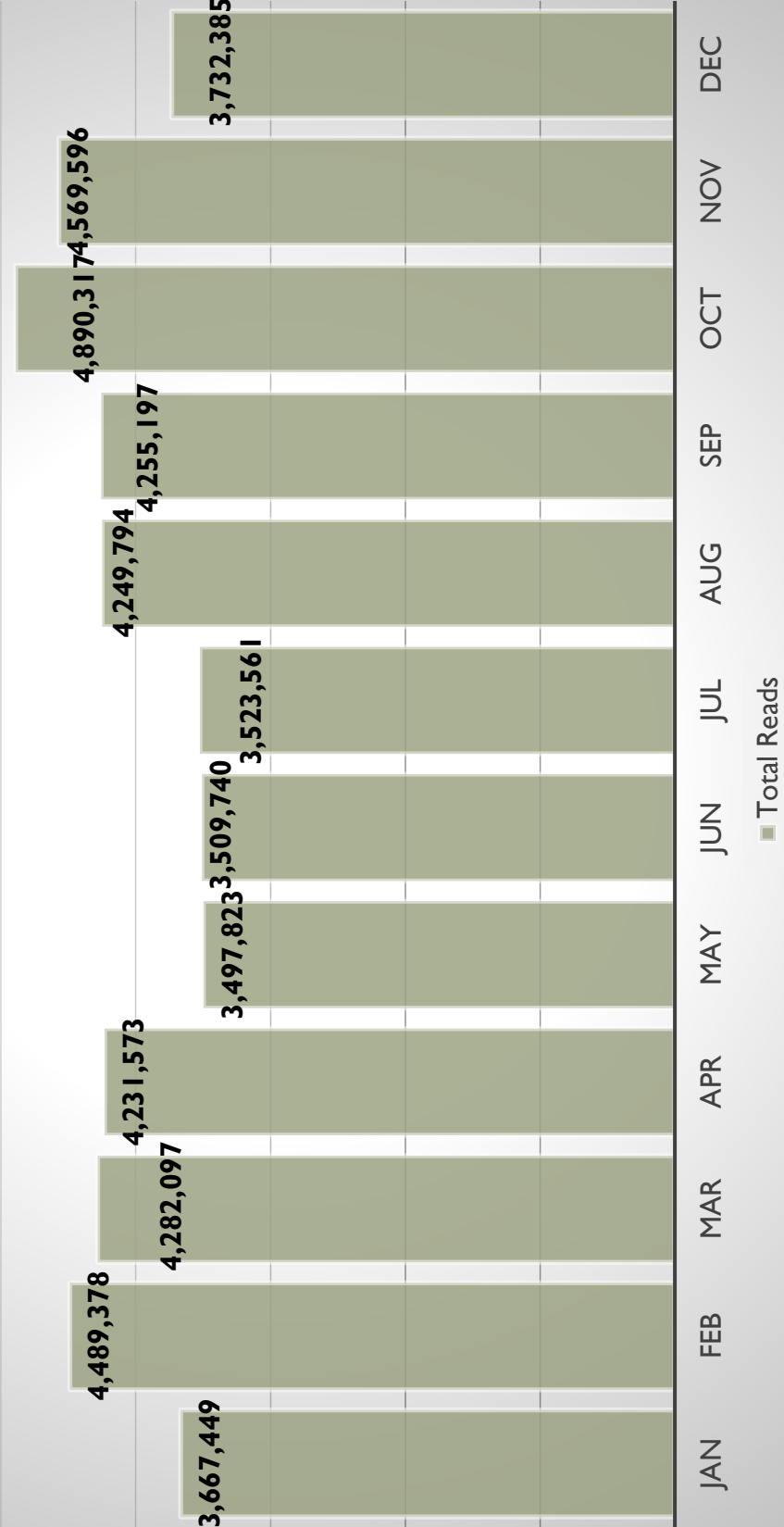
Topic	Alerts
Stolen Vehicle	84
Stolen Plate	47
Gang or Suspected Terrorist	25
Custom Hotlist Alert	5
Extreme Risk Protection Order	1



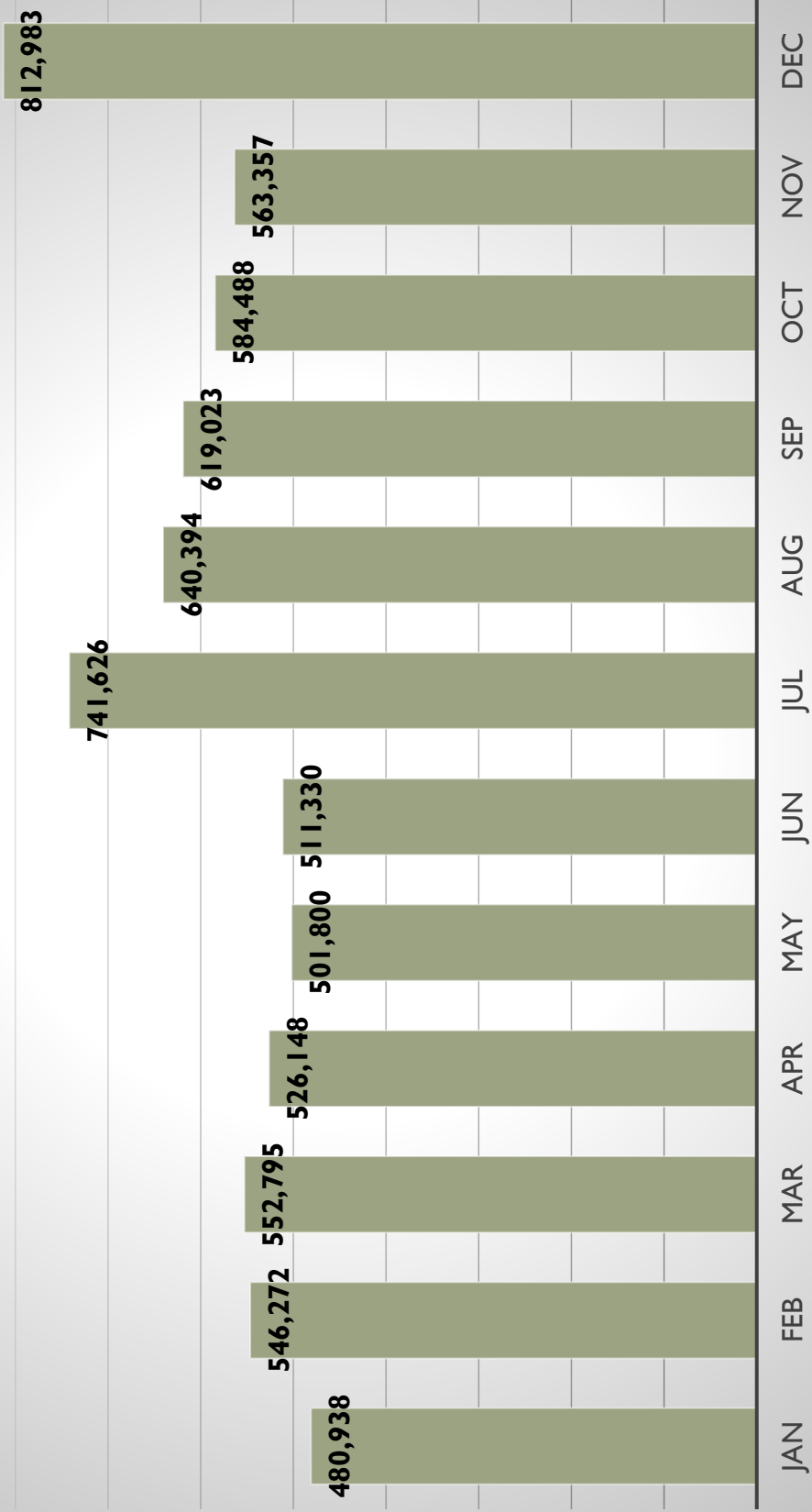
2024 ALPR ANNUAL REPORT



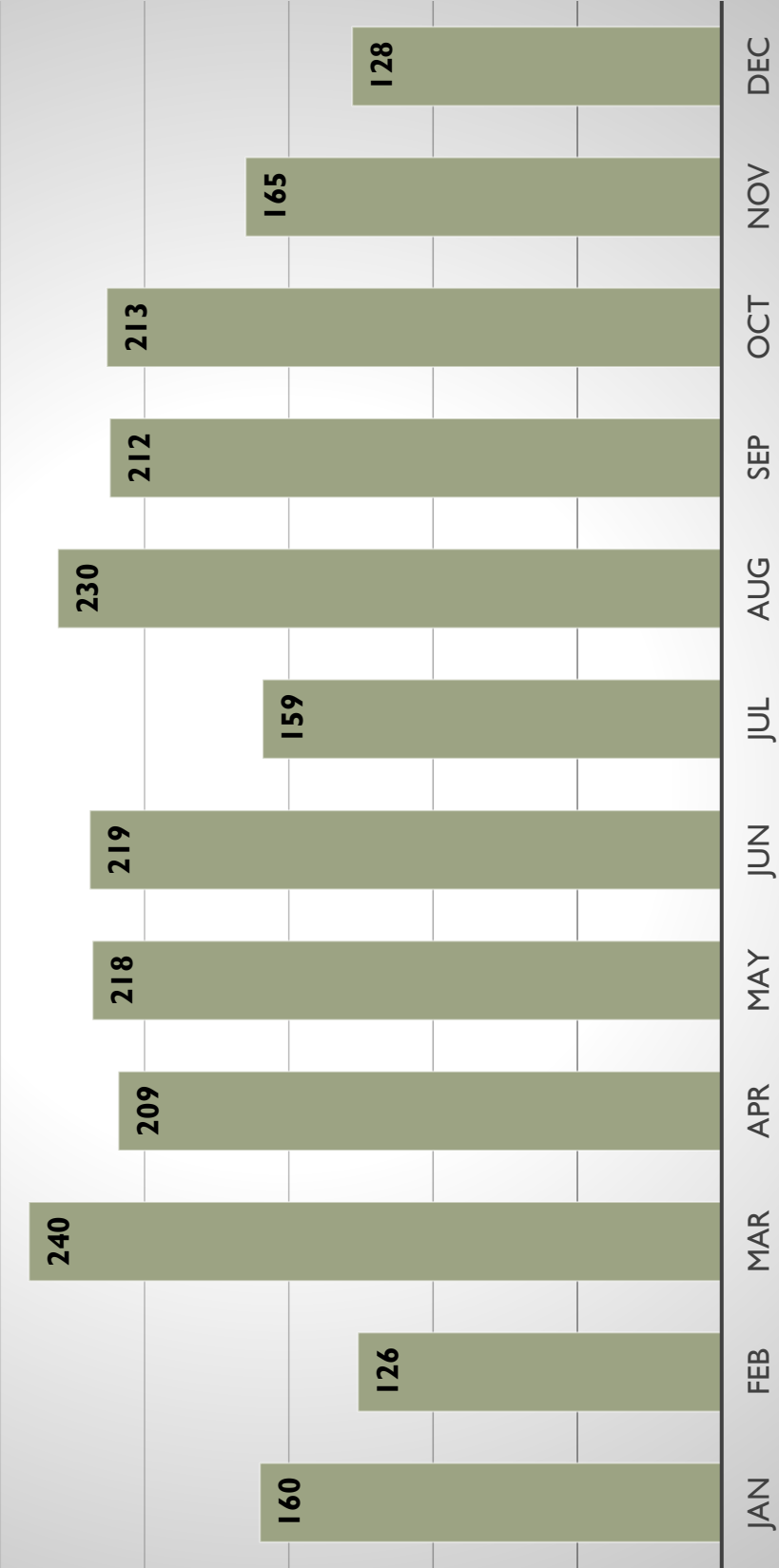
Total Plate Reads



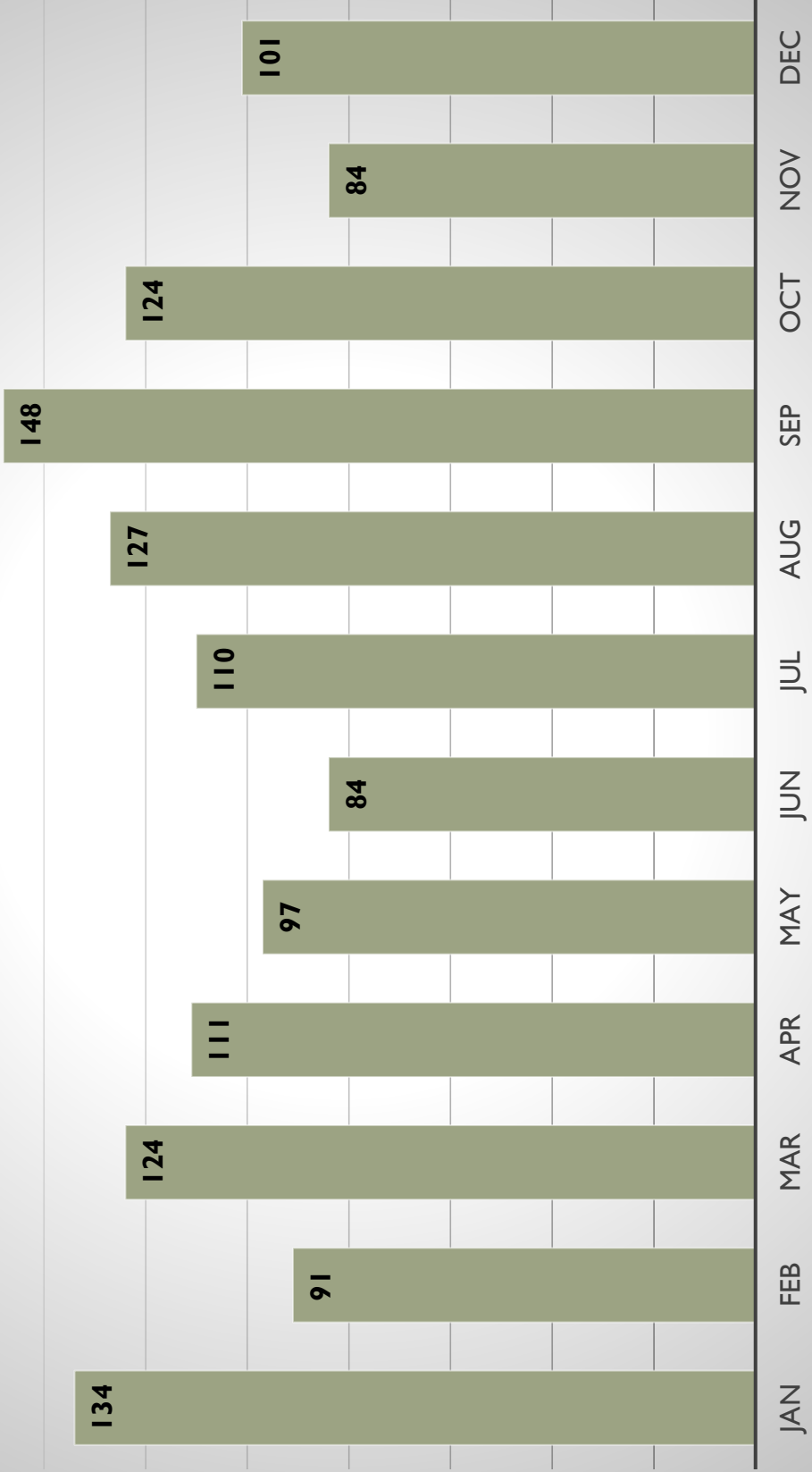
Unique Plate Reads



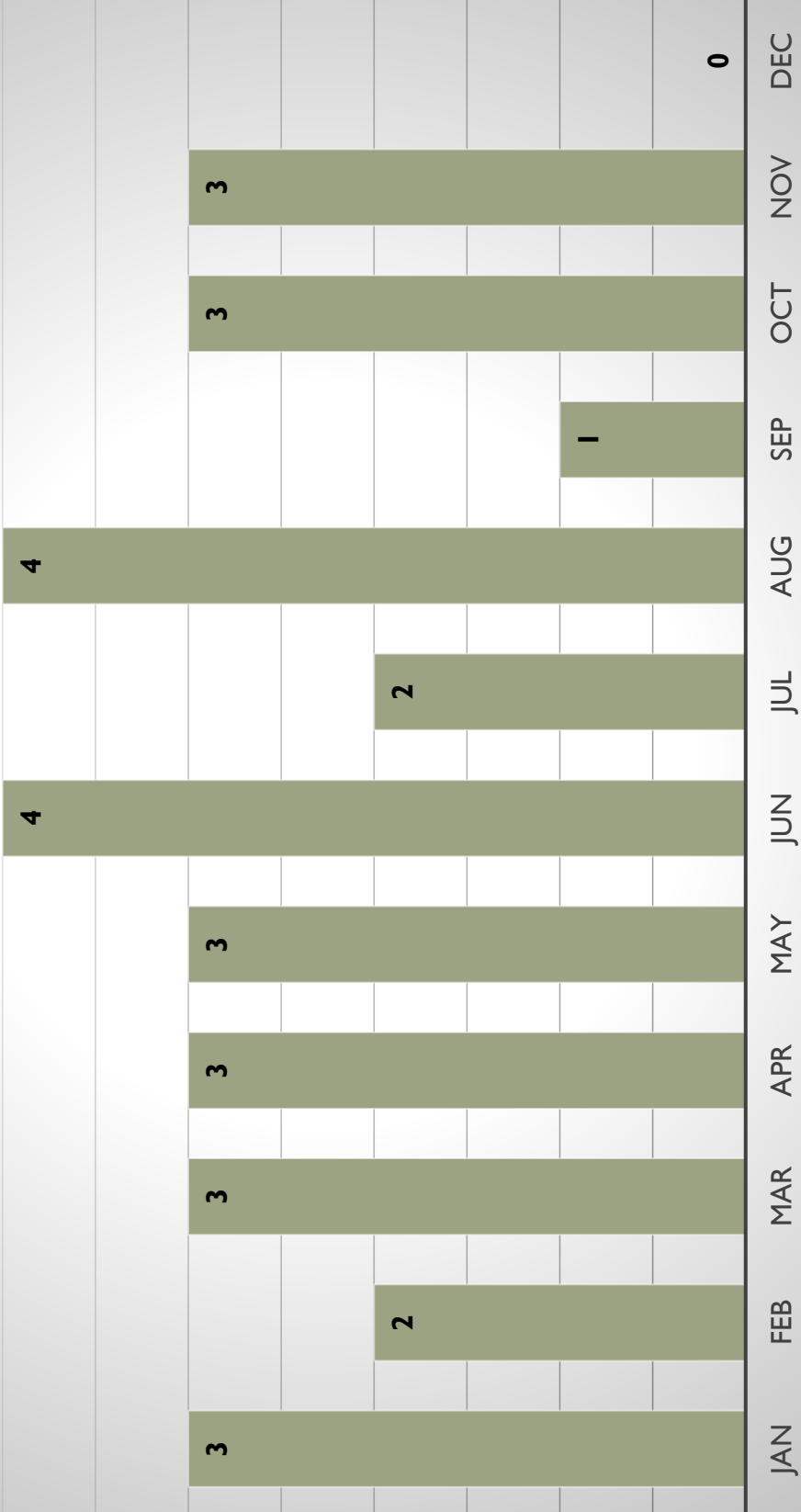
Total Hits



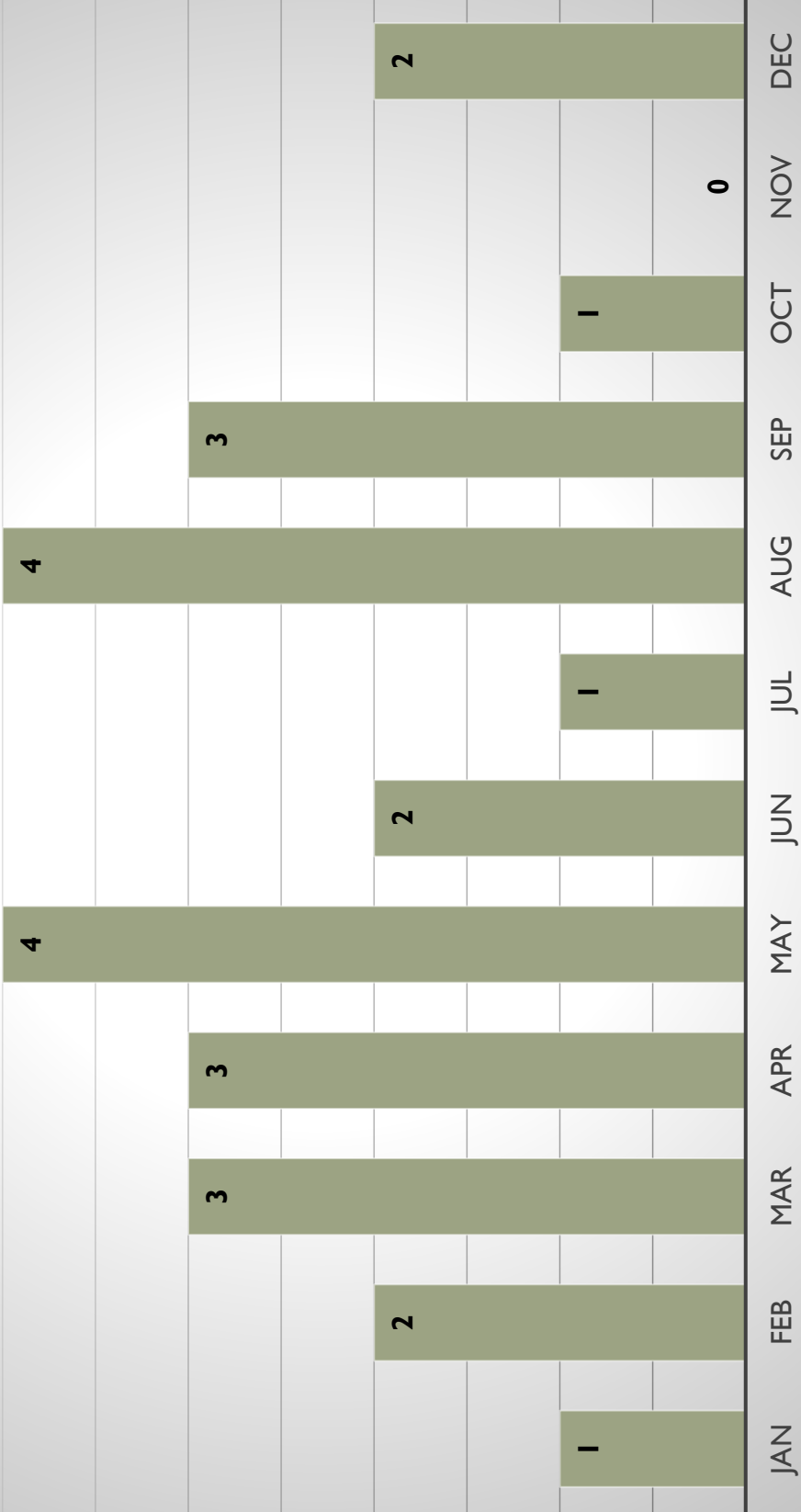
Top 6 Hits



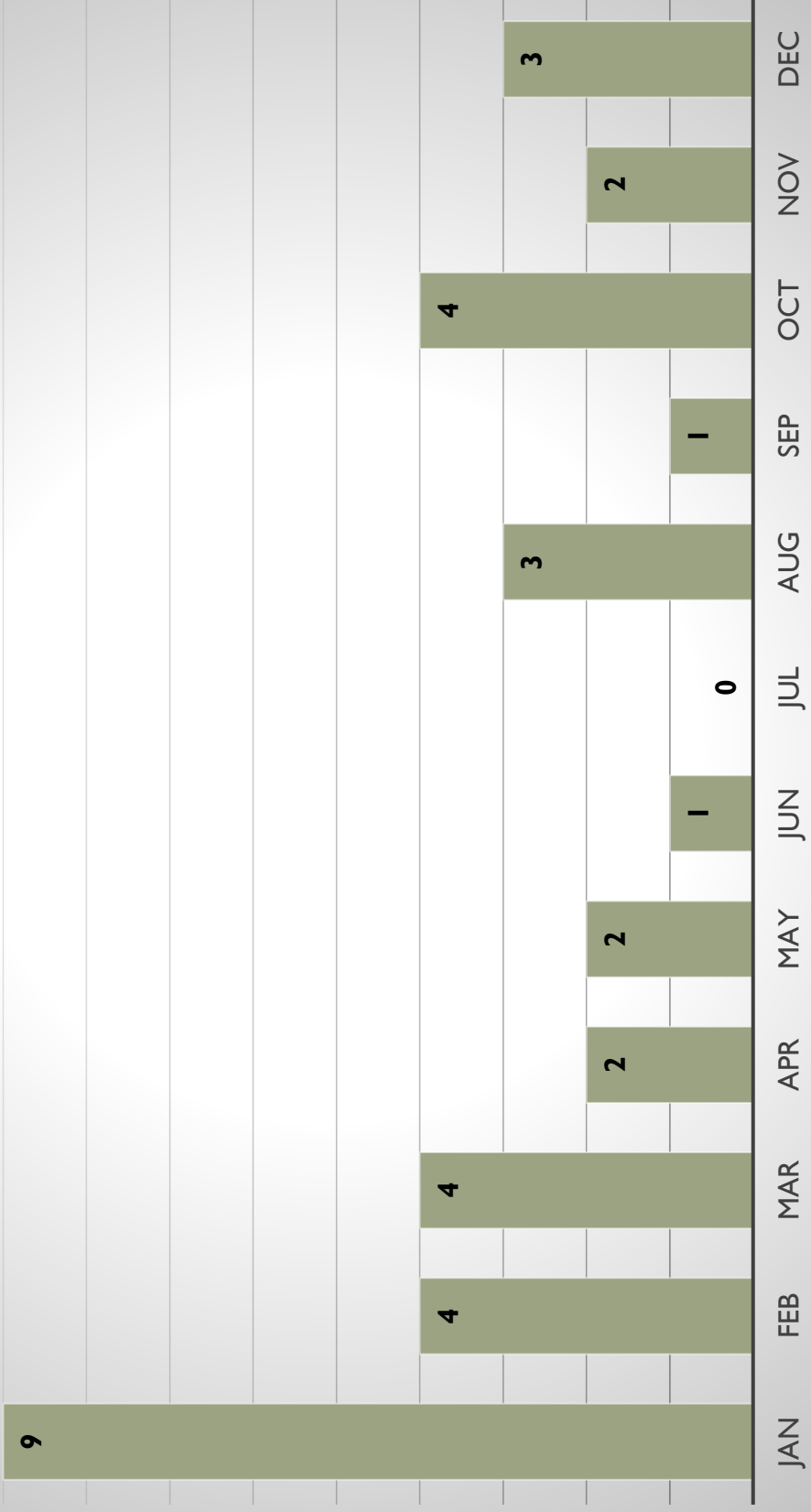
Stolen Vehicles Recovered



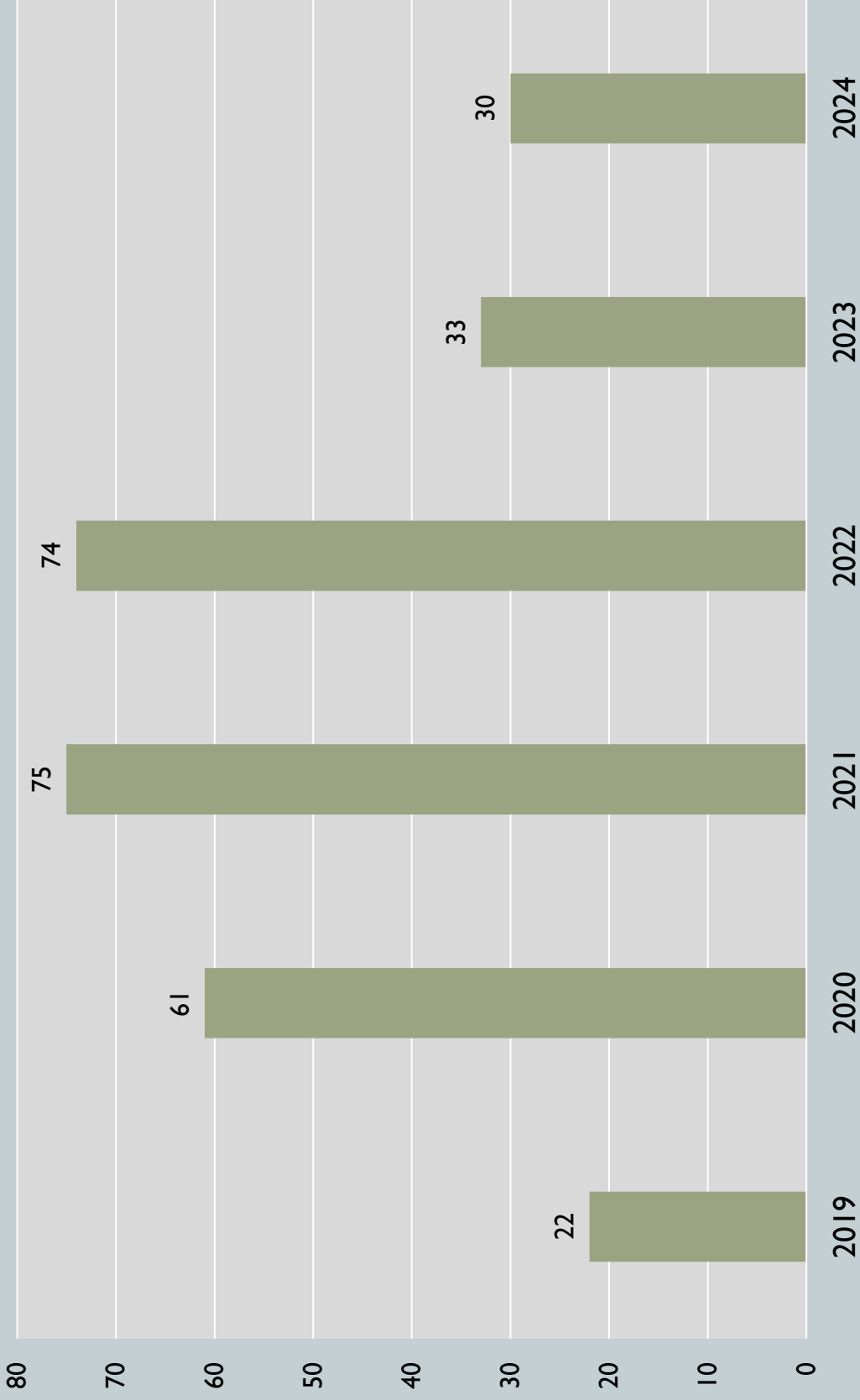
Stolen Plates Recovered



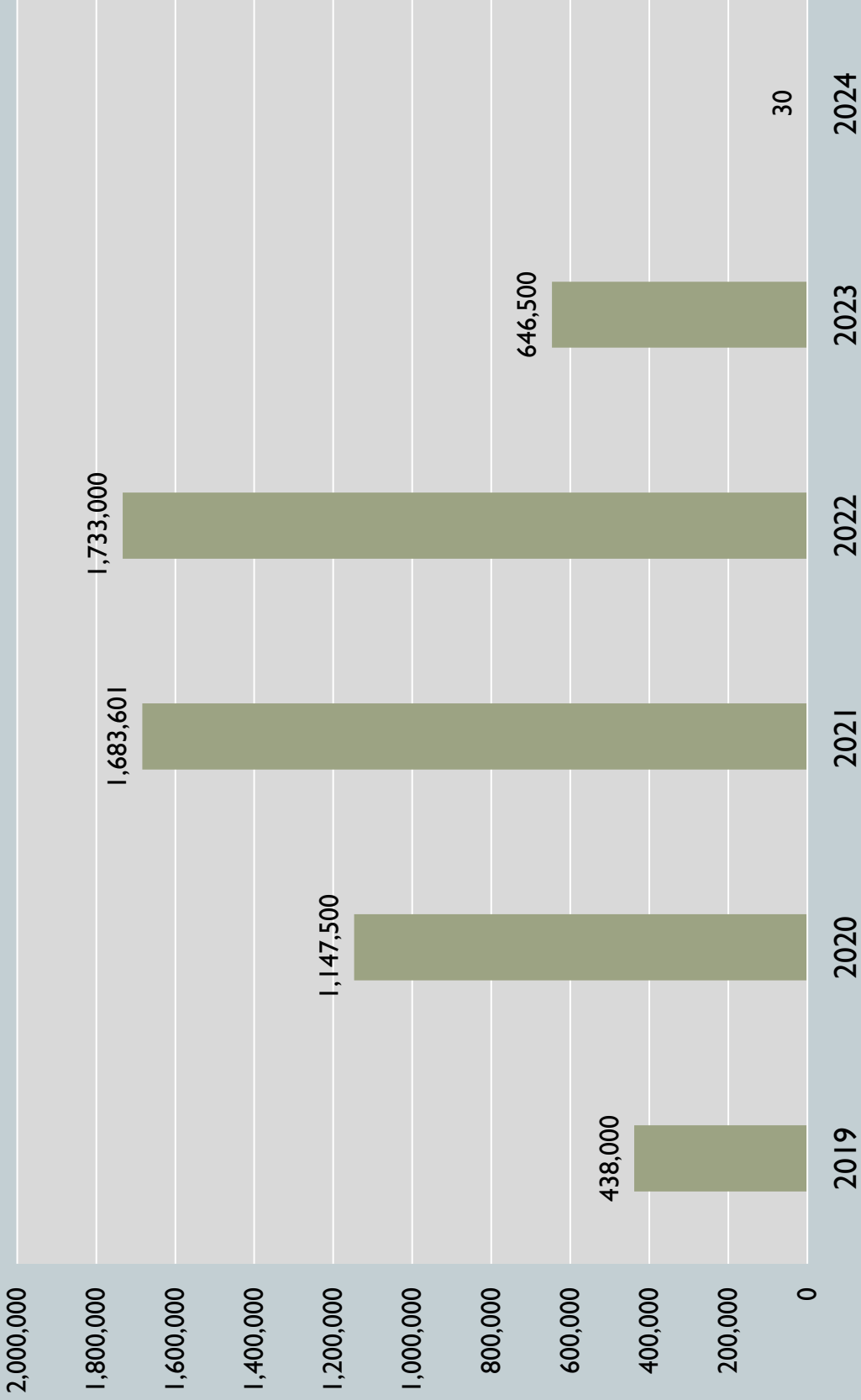
Investigative Leads



Vehicle Recoveries by Year



Value of Recovered Vehicles by Year



2024 ALPR Totals

15 of 30 recovered vehicles were linked to other crimes or criminal events
50%

- Fugitives - 6
 - Drugs - 1
 - Repeat Offender - 1
 - Fraud - 6
 - Mail Thieves - 1
 - Stolen Plate on Stolen Car - 3
 - Missing/Runaways - 4
- 26 Stolen Plates Recovered
- 8 were temporary tags
 - 7 Additional Stolen but Fled
- 3 Vehicles with 5 Firearms Recovered

35 Positive Investigate Leads were developed as a result of ALPR
Technology





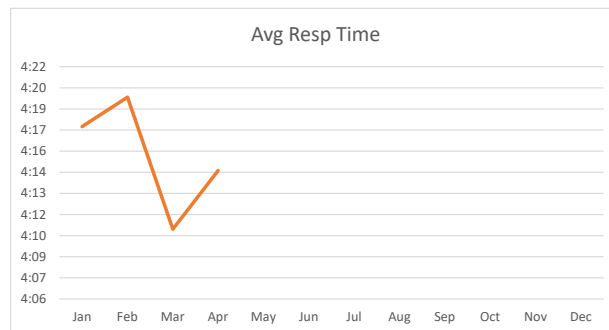
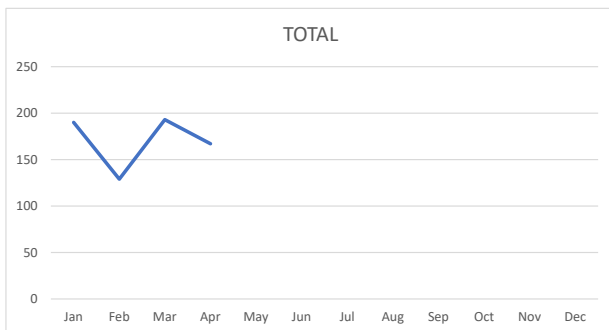
Village Fire Department
901 Corbindale Rd
Houston, TX, 77024
Phone# (713) 468-7941 Fax# (713) 468-5039

April 2025 Summary - All Cities

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	190	129	193	167									679
Abdominal Pain	1	2	4	2									9
Allergic Reaction	0	1	1	0									2
Back Pain	0	0	1	0									1
Carbon Monoxide Detector No Symptoms	5	2	2	3									12
Cardiac/Respiratory Arrest	1	2	1	2									6
Check a Noxious Odor	1	2	1	0									4
Check for Fire	0	2	0	3									5
Check for the Smell of Natural Gas	5	1	9	4									19
Check for the Smell of Smoke	1	0	1	2									4
Chest Pain	5	1	7	2									15
Choking	0	0	0	2									2
Diabetic Emergency	0	1	0	0									1
Difficulty Breathing	11	4	9	5									29
Elevator Rescue	0	0	0	1									1
Fall Victim	12	10	15	12									49
Fire Alarm Business	23	4	5	4									36
Fire Alarm Church or School	4	3	9	11									27
Fire Alarm Residence	31	23	18	25									97
Gas Leak	4	3	1	2									10
Heart Problems	8	4	7	8									27
Hemorrhage/Laceration	1	3	4	4									12
House Fire	1	1	0	2									4
Injured Party	4	2	5	2									13
Medical Alarm	3	1	2	3									9
Motor Vehicle Collision	22	14	23	11									70
Motor Vehicle Collision with Entrapment	1	0	0	0									1
Motor Vehicle vs Motorcycle	0	1	0	1									2
Motor Vehicle vs Pedestrian	0	0	0	2									2
Object Down in Roadway	0	0	3	5									8
Oven/Appliance Fire	0	0	1	0									1
Overdose/Poisoning	0	3	2	0									5
Possible D.O.S.	1	0	0	0									1
Powerlines Down Arcing/Burning	1	0	4	1									6
Psychiatric Emergency	2	2	4	3									11
Seizures	0	0	4	2									6
Service Call Non-emergency	11	8	10	7									36
Shooting/Stabbing	0	0	0	1									1
Sick Call	9	12	16	17									54
Smoke in Residence	2	0	0	0									2
Stroke	3	2	3	4									12
Transformer Fire	0	1	0	3									4
Trash Fire	0	0	1	0									1
Traumatic Injury	0	1	0	2									3
Unconscious Party/Syncope	10	8	12	8									38
Unknown Medical Emergency	6	3	5	1									15
Vehicle Fire	1	2	3	0									6

Month	# of Incidents	Avg Resp Time
Jan	144	4:18
Feb	105	4:20
Mar	161	4:11
Apr	135	4:15
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
545		4:16

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



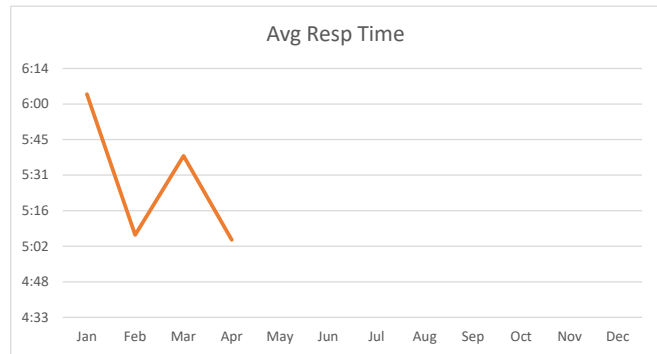
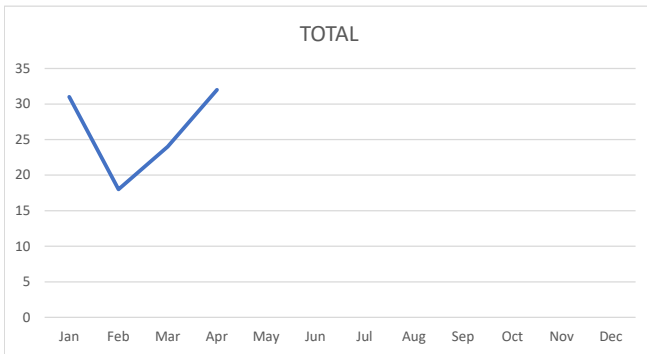


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April 2025 Summary - Bunker Hill

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	31	18	24	32									105
Abdominal Pain	0	0	1	0									1
Allergic Reaction	0	1	0	0									1
Carbon Monoxide Detector No Symptoms	2	0	2	0									4
Check for Fire	0	1	0	1									2
Check for the Smell of Natural Gas	1	0	2	1									4
Check for the Smell of Smoke	1	0	0	0									1
Chest Pain	0	0	1	2									3
Choking	0	0	0	1									1
Difficulty Breathing	4	1	0	0									5
Fall Victim	3	1	0	2									6
Fire Alarm Church or School	2	0	0	1									3
Fire Alarm Residence	5	5	3	6									19
Gas Leak	1	0	0	1									2
Heart Problems	1	0	2	0									3
Hemorrhage/Laceration	0	1	0	2									3
House Fire	0	1	0	0									1
Injured Party	0	1	0	0									1
Medical Alarm	1	0	1	0									2
Motor Vehicle Collision	2	1	3	0									6
Object Down in Roadway	0	0	1	0									1
Oven/Appliance Fire	0	0	1	0									1
Overdose/Poisoning	0	1	0	0									1
Seizures	0	0	1	1									2
Service Call Non-emergency	5	3	3	4									15
Sick Call	1	0	0	8									9
Stroke	0	0	1	0									1
Transformer Fire	0	0	0	1									1
Unconscious Party/Syncope	1	1	2	1									5
Unknown Medical Emergency	1	0	0	0									1

Month	# of Incidents	Avg Resp Time
Jan	21	6:04
Feb	10	5:07
Mar	16	5:39
Apr	24	5:05
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
71		5:28





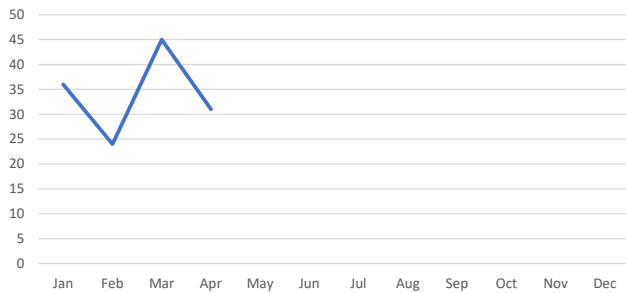
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April 2025 Summary - Hedwig

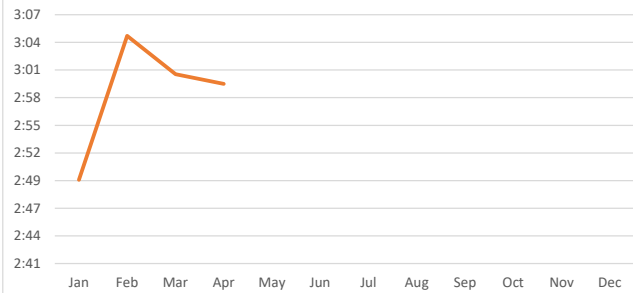
Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	46	27	48	32									153
Abdominal Pain	1	0	0	1									2
Cardiac/Respiratory Arrest	0	0	1	0									1
Check a Noxious Odor	0	1	1	0									2
Check for Fire	0	1	0	0									1
Check for the Smell of Natural Gas	1	0	1	2									4
Check for the Smell of Smoke	0	0	1	0									1
Chest Pain	2	1	1	0									4
Diabetic Emergency	0	1	0	0									1
Difficulty Breathing	2	0	4	1									7
Fall Victim	4	2	6	4									16
Fire Alarm Business	12	2	3	1									18
Fire Alarm Church or School	0	0	2	0									2
Fire Alarm Residence	3	1	1	1									6
Gas Leak	1	0	0	0									1
Heart Problems	0	2	0	3									5
Hemorrhage/Laceration	1	0	0	0									1
Injured Party	2	1	1	0									4
Motor Vehicle Collision	4	3	6	3									16
Motor Vehicle vs Pedestrian	0	0	0	1									1
Powerlines Down Arcing/Burning	1	0	1	1									3
Psychiatric Emergency	1	1	1	2									5
Seizures	0	0	2	0									2
Service Call Non-emergency	2	2	3	1									8
Sick Call	3	4	2	4									13
Smoke in Residence	1	0	0	0									1
Stroke	0	0	1	3									4
Transformer Fire	0	1	0	1									2
Traumatic Injury	0	0	0	1									1
Unconscious Party/Syncope	1	3	5	2									11
Unknown Medical Emergency	3	1	3	0									7
Vehicle Fire	1	0	2	0									3

Month	# of Incidents	Avg Resp Time
Jan	36	2:50
Feb	24	3:05
Mar	45	3:01
Apr	31	3:00
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
136		2:59

TOTAL



Avg Resp Time



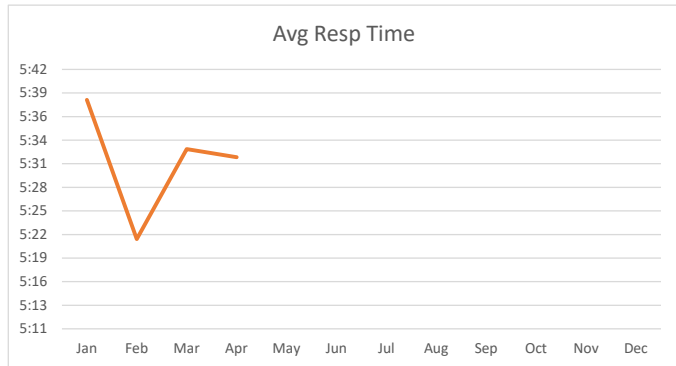
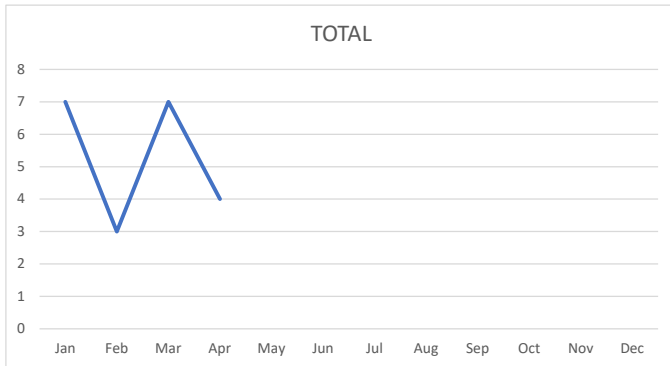


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April 2025 Summary - Hilshire

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	7	3	7	4									21
Abdominal Pain	0	1	0	0									1
Cardiac/Respiratory Arrest	1	0	0	1									2
Difficulty Breathing	1	0	1	0									2
Fall Victim	0	0	1	0									1
Fire Alarm Church or School	0	0	0	1									1
Fire Alarm Residence	1	0	0	1									2
Heart Problems	1	0	0	0									1
Medical Alarm	0	0	0	1									1
Motor Vehicle Collision	1	1	1	0									3
Overdose/Poisoning	0	1	0	0									1
Psychiatric Emergency	1	0	1	0									2
Trash Fire	0	0	1	0									1
Unconscious Party/Syncope	1	0	1	0									2
Vehicle Fire	0	0	1	0									1

Month	# of Incidents	Avg Resp Time
Jan	7	5:39
Feb	3	5:22
Mar	7	5:33
Apr	2	5:32
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
	19	5:31



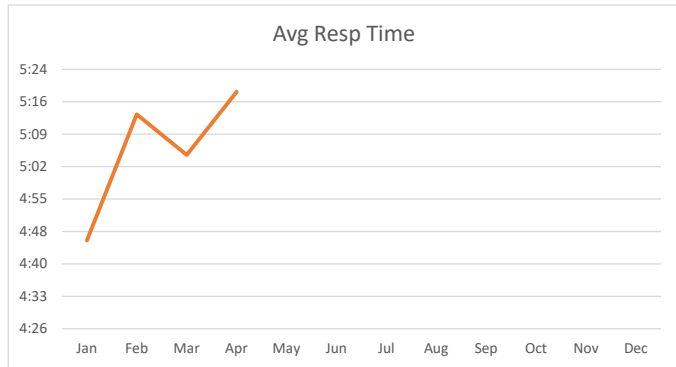
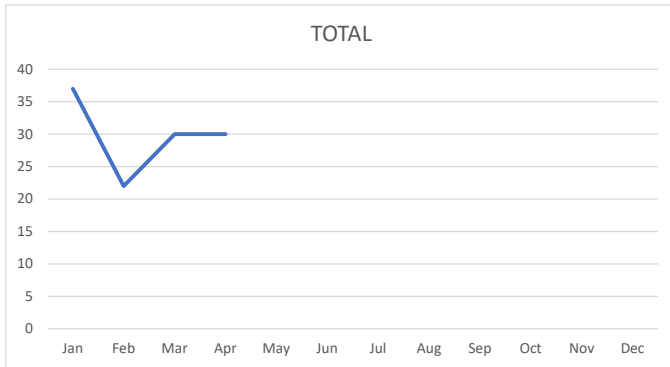


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April 2025 Summary - Hunters Creek

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	37	22	30	30									119
Abdominal Pain	0	0	2	1									3
Allergic Reaction	0	0	1	0									1
Carbon Monoxide Detector No Symptoms	1	2	0	0									3
Check a Noxious Odor	0	1	0	0									1
Check for the Smell of Natural Gas	1	0	1	1									3
Check for the Smell of Smoke	0	0	0	1									1
Chest Pain	0	0	1	0									1
Difficulty Breathing	1	0	1	2									4
Fall Victim	3	1	4	2									10
Fire Alarm Business	2	0	1	1									4
Fire Alarm Residence	15	9	6	10									40
Gas Leak	0	1	0	1									2
Heart Problems	3	1	1	0									5
Hemorrhage/Laceration	0	1	1	0									2
House Fire	0	0	0	1									1
Injured Party	1	0	2	1									4
Medical Alarm	0	1	0	0									1
Motor Vehicle Collision	2	2	4	1									9
Motor Vehicle Collision with Entrapment	1	0	0	0									1
Motor Vehicle vs Motorcycle	0	0	0	1									1
Object Down in Roadway	0	0	0	1									1
Overdose/Poisoning	0	0	1	0									1
Seizures	0	0	1	0									1
Service Call Non-emergency	0	0	0	1									1
Sick Call	1	3	2	1									7
Stroke	2	0	0	1									3
Unconscious Party/Syncope	4	0	1	2									7
Unknown Medical Emergency	0	0	0	1									1

Month	# of Incidents	Avg Resp Time
Jan	29	4:46
Feb	16	5:14
Mar	27	5:05
Apr	23	5:19
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
95		5:06



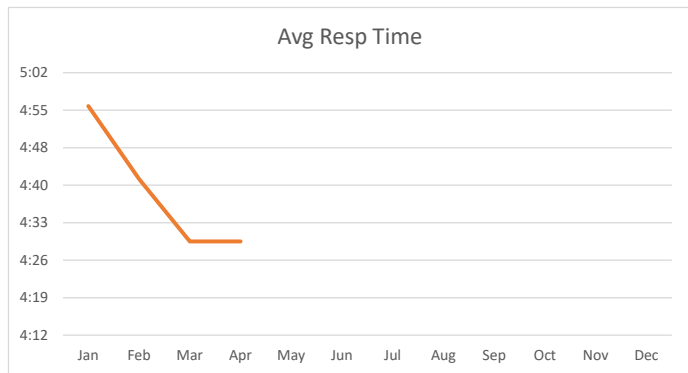
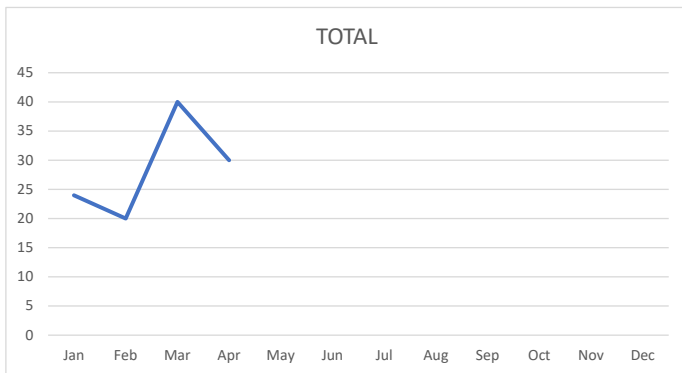


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April 2025 Summary - Piney Point

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	24	20	40	30									114
Abdominal Pain	0	0	1	0									1
Carbon Monoxide Detector No Symptoms	2	0	0	0									2
Cardiac/Respiratory Arrest	0	1	0	0									1
Check a Noxious Odor	1	0	0	0									1
Check for the Smell of Natural Gas	1	0	2	0									3
Chest Pain	1	0	1	0									2
Choking	0	0	0	1									1
Difficulty Breathing	0	0	1	1									2
Fall Victim	2	3	3	1									9
Fire Alarm Business	0	0	1	1									2
Fire Alarm Church or School	1	2	7	7									17
Fire Alarm Residence	5	5	8	6									24
Gas Leak	1	0	0	0									1
Heart Problems	1	0	1	0									2
Hemorrhage/Laceration	0	0	0	1									1
House Fire	0	0	0	1									1
Medical Alarm	1	0	1	2									4
Motor Vehicle Collision	1	1	2	3									7
Object Down in Roadway	0	0	2	2									4
Overdose/Poisoning	0	1	0	0									1
Powerlines Down Arcing/Burning	0	0	1	0									1
Psychiatric Emergency	0	0	1	0									1
Service Call Non-emergency	3	3	2	0									8
Sick Call	2	1	5	1									9
Smoke in Residence	1	0	0	0									1
Stroke	0	1	1	0									2
Transformer Fire	0	0	0	1									1
Traumatic Injury	0	1	0	1									2
Unconscious Party/Syncope	1	1	0	1									3

Month	# of Incidents	Avg Resp Time
Jan	16	4:56
Feb	14	4:42
Mar	26	4:30
Apr	23	4:30
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
<hr/>		
	79	4:39



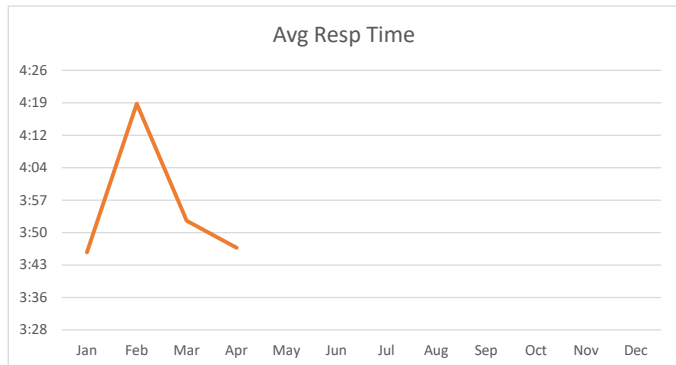
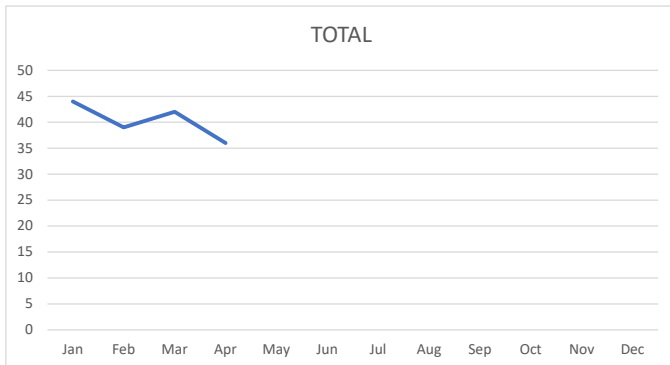


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April 2025 Summary - Spring Valley

Call/Incident Type/Detail	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
TOTAL	44	39	42	36									161
Abdominal Pain	0	1	0	0									1
Back Pain	0	0	1	0									1
Carbon Monoxide Detector No Symptoms	0	0	0	2									2
Cardiac/Respiratory Arrest	0	1	0	1									2
Check for Fire	0	0	0	2									2
Check for the Smell of Natural Gas	1	1	3	0									5
Check for the Smell of Smoke	0	0	0	1									1
Chest Pain	2	0	3	0									5
Difficulty Breathing	3	3	2	1									9
Elevator Rescue	0	0	0	1									1
Fall Victim	0	3	1	3									7
Fire Alarm Business	9	2	0	1									12
Fire Alarm Church or School	1	1	0	2									4
Fire Alarm Residence	2	3	0	1									6
Gas Leak	1	2	1	0									4
Heart Problems	2	1	3	5									11
Hemorrhage/Laceration	0	1	3	0									4
Injured Party	1	0	2	1									4
Medical Alarm	1	0	0	0									1
Motor Vehicle Collision	12	6	6	4									28
Motor Vehicle vs Motorcycle	0	1	0	0									1
Motor Vehicle vs Pedestrian	0	0	0	1									1
Object Down in Roadway	0	0	0	1									1
Overdose/Poisoning	0	0	1	0									1
Possible D.O.S.	1	0	0	0									1
Powerlines Down Arcing/Burning	0	0	2	0									2
Psychiatric Emergency	0	1	1	1									3
Seizures	0	0	0	1									1
Service Call Non-emergency	1	0	1	1									3
Shooting/Stabbing	0	0	0	1									1
Sick Call	2	4	7	3									16
Stroke	1	1	0	0									2
Unconscious Party/Syncope	2	3	3	2									10
Unknown Medical Emergency	2	2	2	0									6
Vehicle Fire	0	2	0	0									2

Month	# of Incidents	Avg Resp Time
Jan	35	3:46
Feb	38	4:19
Mar	40	3:53
Apr	32	3:47
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
145		3:56



MAYOR
Jim Pappas

CITY OF HUNTERS CREEK VILLAGE

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



CITY ADMINISTRATOR
Tom Fullen, MPA, CPM

Building Official Monthly Report

Prepared May 2025 for the April 2025 meeting.

Mayor and Council,

Please find attached the Building Officials Monthly Report for April. 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	30	\$64,758	5	23	\$5,856	43	\$8,705	96	\$79,320	\$10,514,761
May										
June										
July										
August										
September										
October										
November										
December										
Total	102	\$123,662	9	89	\$16,921	138	\$29,385	329	\$169,971	\$16,187,291

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	231	212	91.8%	19	8.2%
May					
June					
July					
August					
September					
October					
November					
December					
Total	913	795	87.1%	118	12.9%

CITY OF HUNTERS CREEK VILLAGE ENGINEER'S REPORT

Prepared May 20, 2025, for the May 27th agenda

A. Shasta/Pineland/Lindenwood Reconstruction

1. Project is 77% completed by time and 50% completed by invoice.
2. Shasta and Pineland are complete, the south side of Lindenwood is currently under construction.
3. Project is on budget and slightly behind schedule. There was a change order for \$3,025 for a total contract value of \$1,912,450.53.





B. Shasta/Pineland Construction engineering and inspection Services

1. During the September council meeting, Task 077 was approved for construction phase services related to the Shasta Pineland Construction project. This task order included construction administration, inspection and materials testing. The total cost for this Task Order was \$109,062.50.
2. Prior to awarding the construction contract to Century Concrete, a change order to add the ribbon curb was added for a cost of \$209,073 and an additional 98 days added to the contract.
3. The original completion date was April 21, 2025. We managed to stay within budget on the construction phase services but now are low on funds to complete the project schedule. The adjusted completion date is July 28, 2025, plus additional rain days.
4. There is an item on the agenda to amend Task Order 077 to add \$35,990.46 resulting in a new total of \$146,052.96. This additional amount should cover additional time and materials testing to finish the construction project. The contract is hourly and reimbursable so any unused budget will be returned to the City.

C. Memorial Estates Joint Sealing

1. Memorial Estates is made up of Old Coach, Marsha and Oak Valley Drives. East and adjacent to Voss north of Beinhorn.
2. Approximately during COVID, we discovered that all wood expansion joints were missing. It is anticipated that low quality wood was used and has decomposed or eaten by termites.
3. Without seal, the life of this road will reduce tremendously because water will get under the concrete panels.
4. We intend to solicit bids to reinstitute a joint between panels. Cost is unknown but will be in the \$10k-\$15k ballpark.

D. CIP planning

1. There are currently no known high priority projects for next years budget. If Memorial is completed by the County, that should free up CIP money for other projects.
2. Please be thinking of projects that might be on your radar that could be included in next years budget.
3. We still have the Voss curve, Glenville Court and Pineland Outfall scheduled for this year.

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE REGULAR
CITY COUNCIL MEETING
April 22, 2025**

The City Council of the City of Hunters Creek Village, Texas held a regular meeting on Tuesday, April 22, 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.

Present:	Mayor:	Jim Pappas
	Councilmembers:	Stuart Marks Fidel Sapien Linda Knox Chip Cowell Jay Carlton
	City Administrator:	Tom Fullen
	Building Official:	Henry Rivas
	City Attorney:	Tim Kirwin
	Assistant City Secretary:	Jessica Pierce

- A. Call to order and the roll of elected and appointed officers will be taken.

With a quorum of the Council Members present, Mayor Pappas called the meeting to order at 6:00 p.m.

- B. **Ray Schultz, Police Chief, 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. 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.

Councilmember Marks made a motion to accept the final report from the Planning and Zoning Commission to allow the installation of a

plaza cover. Councilmember Sapien seconded the motion, and the motion was carried unanimously.

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.

Public Hearing Opened: 6:02

Comments: Comments were made on the use of the cover.

Public Hearing Closed: 6:04

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.

Councilmember Cowell made a motion to approve an Ordinance amending the Specific Use Permit for First Congregational Church to install a plaza cover. Councilmember Knox seconded the motion, and the motion was carried unanimously.

G. 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 – **Howard Miller, Fire Chief, presented this report.**
4. Building Official Monthly Report – **Henry Rivas, City Building Official, presented this report.**
5. City Engineer Monthly Report – **Tom Fullen, City Administrator, presented this report.**
6. City Administrator Report – **No Report.**
7. Mayor and Council Reports and Comments – **Councilmember Carlton reported on the Sidewalks 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.
2. Approval of the Cash Disbursement Journal for March 2025.

Councilmember Marks made a motion to approve the Consent Agenda with the addition of him being named the representative for the Legislative Committee on agenda item #6 from the Regular Minutes on March 25, 2025. Councilmember Cowell seconded the motion, and the motion was carried unanimously.

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.

Councilmember Marks made a motion 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. Councilmember Carlton seconded the motion, and the motion was carried unanimously.

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.

Councilmember Cowell made a motion 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. Councilmember Sapien seconded the motion, and the motion was carried unanimously.

5. Discussion and possible action to approve an extension for New Residence Permit 202200649 at 215 Bryn Mawr Circle.

Councilmember Knox made a motion to approve a 7-month extension for New Residence Permit 202200649 at 215 Bryn Mawr Circle.

Councilmember Carlton seconded the motion, and the motion was carried unanimously.

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.

Councilmember Sapien made a motion 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. Councilmember Cowell seconded the motion, and the motion was carried unanimously.

7. Discussion and possible action to approve an interlocal agreement with the City of Hedwig Village for Sidewalk replacement on Beinhorn Road.

Councilmember Knox made a motion to approve an interlocal agreement with the City of Hedwig Village for Sidewalk replacement on Beinhorn Road. Councilmember Marks seconded the motion, and the motion was carried unanimously.

8. Discussion and possible action to approve a Resolution appointing Councilmember Stewart Marks as the City's designated representative regarding legislative issue.

Councilmember Knox made a motion to approve a Resolution appointing Councilmember Stewart Marks as the City's designated representative regarding legislative issue. Councilmember Marks seconded the motion, and the motion was carried unanimously.

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.

Councilmember Cowell made a motion 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. Councilmember Knox seconded the motion, and the motion was carried unanimously.

10. Discussion and possible action to vacate, close, or abandon a portion of Ripple Creek Drive.

Councilmember Knox made a motion to move forward with the process to vacate, close, or abandon a portion of Ripple Creek Drive. Councilmember Carlton seconded the motion, and the motion was carried unanimously.

11. Discussion and possible action to amend the Fire Sprinkler Ordinance.

This item was taken out of order.

No action was taken on this item.

- J. 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.

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

- L. ADJOURNMENT

At 7:50 p.m., Councilmember Knox made a motion to adjourn. Councilmember Carlton seconded the motion, and the motion was carried unanimously. The meeting was adjourned at 7:51 p.m.

These minutes were approved on the ____ day of May 2025.

Jim Pappas, Mayor

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



Check Report

By Check Number

Date Range: 04/01/2025 - 04/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP DISB ALLEGIANCE-AP POOLED ALLEGIANCE DISBURSEMENT						
000774	ADAM VOYLES	04/01/2025	Regular	0.00	450.00	35023
000731	AL'S ENGINE & EQUIPMENT	04/01/2025	Regular	0.00	303.43	35024
0669	C & D JANITOR SERVICE INC	04/01/2025	Regular	0.00	869.08	35025
000871	CIVIC PLUS (MUNICODE)	04/01/2025	Regular	0.00	997.50	35026
000796	ENGIE RESOURCES	04/01/2025	Regular	0.00	11,347.41	35027
0020	EWING OUTDOOR SUPPLY	04/01/2025	Regular	0.00	374.14	35028
0150	GARY B MADDOX	04/01/2025	Regular	0.00	500.00	35029
000844	LINEBARGER GOGGAN BLAIR & SAMPSON LLP	04/01/2025	Regular	0.00	1,137.60	35030
0641	MARK E EASLEY	04/01/2025	Regular	0.00	450.00	35031
000919	MEMORIAL VILLAGES POLICE DEPT. - FUEL	04/01/2025	Regular	0.00	863.83	35032
000715	NEWTON NURSERIES WEST	04/01/2025	Regular	0.00	303.65	35033
0420	PREMIER TREE SERVICE	04/01/2025	Regular	0.00	5,600.00	35034
0086	SIGN AND SUPPLY LP	04/01/2025	Regular	0.00	1,063.00	35035
0624	TRANTEX	04/01/2025	Regular	0.00	605.00	35036
0362	VERIZON WIRELESS	04/01/2025	Regular	0.00	78.05	35037
0618	BWI-SCHULENBURG	04/15/2025	Regular	0.00	165.29	35038
000876	CINTAS CORPORATION	04/15/2025	Regular	0.00	258.24	35039
0012	COBB FENDLEY	04/15/2025	Regular	0.00	23,936.75	35040
0537	GREEN FOR LIFE	04/15/2025	Regular	0.00	44,625.49	35041
0035	HOUSTON CHRONICLE	04/15/2025	Regular	0.00	794.24	35042
000959	Jessenia C Morfin Ruelas	04/15/2025	Regular	0.00	375.60	35043
0388	NAMCO MFG INC	04/15/2025	Regular	0.00	210.64	35044
0065	ODP BUSSINESS SOLUTIONS	04/15/2025	Regular	0.00	199.55	35045
0067	OMNIBASE SERVICES OF TEXAS	04/15/2025	Regular	0.00	192.00	35046
000960	RadarSign	04/15/2025	Regular	0.00	3,437.00	35047
000815	SAFEbuilt, LLC Lockbox#88135	04/15/2025	Regular	0.00	4,480.00	35048
0086	SIGN AND SUPPLY LP	04/15/2025	Regular	0.00	401.35	35049
0152	SPRING BRANCH ISD	04/15/2025	Regular	0.00	8,570.00	35050
0018	TERMITE WATKINS PEST	04/15/2025	Regular	0.00	135.00	35051
0615	THE SHERWIN-WILLIAMS CO	04/15/2025	Regular	0.00	765.85	35052
000789	VAN SANT LANDSCAPE MANAGEMENT	04/15/2025	Regular	0.00	1,200.00	35053
0362	VERIZON WIRELESS	04/15/2025	Regular	0.00	37.99	35054

Bank Code AP DISB ALLEGIANCE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	32	32	0.00	114,727.68
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	32	32	0.00	114,727.68

Check Report

Date Range: 04/01/2025 - 04/30/2025

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	04/01/2025	EFT	0.00	220,471.28	1059
0105	VILLAGE FIRE DEPARTMENT	04/01/2025	EFT	0.00	186,824.33	1060
0674	JIM PAPPAS	04/01/2025	Bank Draft	0.00	1,500.00	DFT0000551
000913	ANITA M. JAMES	04/15/2025	Bank Draft	0.00	450.00	DFT0000553
000936	Ozraa Dhanani	04/15/2025	Bank Draft	0.00	2,655.00	DFT0000554
000716	KIRWIN LAW FIRM PLLC	04/15/2025	Bank Draft	0.00	2,497.50	DFT0000555
000726	PITNEY BOWES (PURCHASE POWER)	04/15/2025	Bank Draft	0.00	710.19	DFT0000556
0647	AFLAC WORLDWIDE HEADQUARTERS	04/30/2025	Bank Draft	0.00	746.64	DFT0000557

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	6	6	0.00	8,559.33
EFT's	2	2	0.00	407,295.61
	8	8	0.00	415,854.94

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	32	32	0.00	114,727.68
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	6	6	0.00	8,559.33
EFT's	2	2	0.00	407,295.61
	40	40	0.00	530,582.62

Fund Summary

Fund	Name	Period	Amount
999	POOL	4/2025	530,582.62
			530,582.62

**CITY OF HUNTERS CREEK VILLAGE
QUARTERLY INVESTMENT REPORT
QUARTER ENDING MARCH 31, 2025**

Account Description	Beginning Bank Balance 1/1/2025	Interest Earned		Deposits		Withdrawal		Cash In Transit	Ending Book/ Market Value Balance 3/31/2025	% of Total Funds	Average Interest Rate	Maturity	3-month Average Collateral
		1/1/2025	-3/31/2025	1/1/2025	-3/31/2025	1/1/2025	-3/31/2025						
Stellar													
Disbursement	\$62,555.32		\$0.00	\$1,016,812.59		\$636,750.42		\$0.00	\$442,617.49	2.65%	0.00	Immediate	
Public Funds	\$470,319.09		\$3,305.22	\$3,261,247.59		\$2,862,177.62		\$0.00	\$872,694.28	5.22%	0.00	Immediate	
Texas Class	\$2,955,906.34		\$31,281.15	\$0.00		\$0.00		\$0.00	\$2,987,187.49	17.86%	4.27	Immediate	
Tex Pool	\$8,773,848.97		\$127,213.68	\$6,025,379.23		\$12,602,348.05		\$0.00	\$2,324,093.83	13.89%	4.35	Immediate	
Tex Pool Prime	\$100,025.29		\$2,338.98	\$10,000,000.00		\$0.00		\$0.00	\$10,102,364.27	60.39%	4.49	Immediate	
Total Accounts	\$12,362,655.01		\$164,139.03	\$20,303,439.41		\$16,101,276.09		\$0.00	\$16,728,957.36	100.00%	4.37		\$17,011,769.13

The investment report for the 1st quarter of 2025 is in compliance with the City of Hunters Creek Village's investment policy as well as in compliance with the provisions of Chapter 2256 of the Texas Local Government Code, as required by the Public Funds Investment Act.

Reviewed and Approved by:

James S. Pappas
Mayor
Dated:

Prepared by:

Tom Fullen
City Administrator and Investment Officer
Dated: May 15, 2025



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion about Trash and Recycling pick up
with GFL Environmental.
EXHIBITS: April 2025 Report



CITY OF HUNTERS CREEK CUSTOMER SERVICE REPORT APRIL 2025

CUSTOMER SERVICE - RESIDENTIAL

APRIL 2025

GFL is happy to present the monthly report for Residential Service Collection below. The table below summarizes the service for the month. Detailed reports are attached at the end of this package.

City of Hunters Creek		
Service Month		Apr-25
Home Count		1,509
Monthly Solid Waste Collections		13,068
Monthly Recycle Collections		6,534
Monthly Bulk/Heavy Trash Collections		13,068
Monthly Total Collections		32,670
Customer Issue Category	Customer Issues Reported	Customer Service Success Rate
Billing Issue	0	100.000%
Customer Service Notes	1	99.997%
Operations Issue	0	100.000%
Container Issue	0	100.000%
Missed Pick Up	2	99.994%
Total Calls Recorded	3	99.991%

Customer Issue Listing

Detail

Status: All Issues

Customers: 59809

Users: All Users

Date Range: April 01, 2025 to April 30, 2025

Promise Date: All Dates

Keywords: None

Type: All Types

Urgency: All Urgencies

Order By: Issue Number

Issue #: 321036

Service

Customer: 059809

CITY OF HUNTERS CREEK VILLAGE

Site: 0042

CITY OF HUNTERS CREEK VILLAGE, 603 SHARTLE CIR, HOUSTON

Service: 001

0.53YD RESI WASTE

Received: 4/1/2025

1:13:00PM Welford Clarke

Modified:

Closed: 4/1/2025

1:13:00PM Welford Clarke

Assigned To:

Welford Clarke

Issue: 4/1/2025

1:13:00PM Welford Clarke - Advised that truck is routed until 7pm today.

Notes:

Issue #: 322243

MPU/ 6 long timbers In

Customer: 059809

CITY OF HUNTERS CREEK VILLAGE

Site:

Service:

Received: 4/8/2025

8:59:00AM Melanie Chizer

Modified: 4/8/2025

9:07:00AM Yvonne Salazar

Closed: 4/8/2025

9:07:00AM Yvonne Salazar

Assigned To:

Yvonne Salazar

Issue: 4/8/2025

8:59:00AM Melanie Chizer - Date Missed-4/7/25

Cx said they driver took all the trash bags from the homes on the street and put them all in one pile and left them there and did not come back to recover cx said the neighbor put a blue tarp over all the bags so rodents would not go through the trash cx said they cant wait until next service day can we recover

Notes: 4/8/2025

9:06:50AM - THIS WAS SENT TO SUP- THIS PART GOES MON - SO CREW SHOULD HAVE WENT BACK TO REMOVE IT- ADV SUP TO GET WITH DRIVER AND CREW

Yvonne Salazar

4/8/2025 9:02:32AM - NOT A MPU- CREW DOES PILE THE TRASH AND WE DO GO BACK TO SERVICE-

65

MRUCKER 05/01/2025 12:32PM

GFL49 - AF HOUSTON SOUTH HL (H8)

Page 1 of 2

Detail

Status: All Issues
Customers: 59809
Users: All Users
Date Range: April 01, 2025 to April 30, 2025
Promise Date: All Dates
Keywords: None
Type: All Types
Urgency: All Urgencies
Order By: Issue Number

Issue #: 323985 MPU 272 Bryn Mawr Cr

Customer: 059809 CITY OF HUNTERS CREEK VILLAGE

Site: 0001 CITY OF HUNTERS CREEK VILLAGE, CITY OF HUNTERS CREEK, HOUSTON

Service: 002 0.30YD RESI WASTE

Received: 4/18/2025 8:44:00AM Melanie Chizer

Modified: 4/18/2025 9:08:00AM Ashley Parra

Closed: 4/18/2025 9:08:00AM Ashley Parra

Assigned To: Yvonne Salazar

Issue: 4/18/2025 8:44:00AM Melanie Chizer - Date Missed-4/17

Was there a tag-No

Time Items were out-

Color of cart- black

What Items were out- Trash can

Cart Placement- curb

Caller: Jennifer

Phone: (713) 465-8357

Original Call:

Scheduled Call:

Promise Date:

Type: MISSED PICK UP ISSUE

Urgency: HIGH- RESOLUTION- 24 HOURS

Cx said she was missed yesterday cant wait until next service day can we recover
Notes: 4/18/2025 9:08:22AM - driver will recover my eod

Type Summary	
Type	Count
CUSTOMER SERVICE NOTES	1
MISSSED PICK UP ISSUE	2
Total Issues Reported	3



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve the
FY2024 Funding Review for the Memorial Village
Police Department.
EXHIBITS: FY2024 Funding Review



April 8, 2025

TO: Police Commission

FROM: R. Schultz, Chief of Police

REF: 2024 Review of Services and FY24 Budget Equitable Funding Review

In order to assist the Police Commission in reviewing the level of services and the distribution of services to the Cities of Bunker Hill Village, Piney Point Village and Hunters Creek Village. A review of 2024 productivity and calls for service has been conducted.

The below listed summary of 2024 total incidents/data, show calls for service, reports taken, arrests, house watches and citations issued by city.

Reports/Incidents

Bunker Hill-231

Piney Point-255

Hunters Creek-323

Arrests

Bunker Hill-68

Piney Point-52

Hunters Creek-63

CAD Events/House Watches

Bunker Hill- 24,548/19,569

Piney Point- 19,598/14,461

Hunters Creek- 27,723/21,515

Accidents

Bunker Hill – 20

Piney Point – 46

Hunters Creek - 80

A review of traffic enforcement shows Citations by Village.

- Bunker Hill: 2,981
- Piney Point: 2,706
- Hunters Creek: 2,843

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

It is recommended that funding remains equal at 33.3% per village.



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve the
Memorial Village Police Departments FY2026
proposed Budget.
EXHIBITS: FY2026 Proposed Budget

Memorial Villages Police Department

FY26

BUDGET PROPOSAL

GENERAL FUND						
Acct. No	Category	2024 Adopted	2025 Adopted	2026 Requested	\$ Increase/ 2025-2026	% Increase
100						
100	Salaries	4,198,380	4,504,858	4,857,032	352,174	8%
110	Overtime	160,000	160,000	160,000	0	0%
115	Court/Bailiff	2,500	5,000	5,000	0	0%
120	Retirement	1,135,233	981,981	1,055,937	73,956	8%
125	457b contribution	94,832	102,290	106,520	4,230	4%
130	Health Insurance	703,166	807,980	823,100	15,120	2%
140	Workers Compensation - TML	82,000	86,400	91,400	5,000	6%
150	Life/LTD	25,400	25,877	26,036	159	1%
160	Medicare	63,311	67,803	72,910	5,107	8%
170	Social Security	1,788	2,576	2,343	(233)	-9%
	TOTAL PERSONNEL/BENEFITS	6,466,610	6,744,765	7,200,278	455,513	7%
200						
	TML INTERGOVERNMENTAL RISK POOL					
200	Auto	40,000	40,000	40,000	0	0%
210	General Liability	550	1,400	1,400	0	0%
220	Public Official Bond	960	1,000	1,000	0	0%
230	Professional Liability	29,000	30,000	30,000	0	0%
240	Real & Personal Property	10,000	12,000	14,400	2,400	20%
	TOTAL OTHER INSURANCE	80,510	84,400	86,800	2,400	3%
300						
300	Gas and Oil	120,000	120,000	130,000	10,000	8%
310	Fleet maintenance	45,000	55,000	55,000	0	0%
320	Tires	7,000	10,000	10,000	0	0%
330	Damage Repair	10,000	10,000	20,000	10,000	100%
	TOTAL FLEET MAINTENANCE	182,000	195,000	215,000	20,000	10%
400						
400	General/Building Maintenance	40,000	40,100	38,650	(1,450)	-4%
410	Janitorial Services	22,800	22,800	22,800	0	0%
420	Jail	1,000	1,000	1,000	0	0%
430	Building Furnishings	10,000	10,000	10,000	0	0%
	TOTAL BUILDING	73,800	73,900	72,450	(1,450)	-2%
500						
500	Computers	16,000	16,000	17,600	1,600	10%
510	Postage/postage machine	1,300	1,300	1,100	(200)	-15%
520	Office Supplies	30,500	35,300	35,800	500	1%
530	Bank/Finance Service Chgs	600	400	300	(100)	-25%
540	Payroll Services	22,000	22,000	24,000	2,000	9%
	TOTAL OFFICE	70,400	75,000	78,800	3,800	5%
600						
600	Telephone	42,775	40,040	42,600	2,560	6%
610	Electric	20,000	20,000	20,000	0	0%
620	Water/Sewer	6,000	7,500	7,500	0	0%
630	Natural Gas	800	1,000	2,400	1,400	140%
	TOTAL UTILITIES	69,575	68,540	72,500	3,960	6%
700						
700	Equipment Maint. Contracts	130,530	179,858	221,845	41,987	23%
710	SETCIC fees	3,600	3,600	3,600	0	0%
720	Legal/Professional	57,850	56,300	64,230	7,930	14%
730	IT Services	115,628	135,944	158,612	22,668	17%
740	Software Maintenance Contracts	100,800	84,700	110,420	25,720	30%
	TOTAL CONTRACTS/SERVICES	408,408	460,402	558,707	98,305	21%
800						
800	Accreditation	1,440	1,440	1,440	0	0%
810	Uniforms	40,000	41,000	40,000	(1,000)	-2%
820	Radio parts and labor	31,037	33,504	34,504	1,000	3%
830	Firearms Trng and Ammo	7,000	7,000	7,000	0	0%
835	Tasers	15,000	20,000	10,000	(10,000)	-50%

Memorial Villages Police Department

FY26

BUDGET PROPOSAL

GENERAL FUND CONTINUED

Acct. No	Category	2024 Adopted	2025 Adopted	2026 Requested	\$ Increase/ 2025-2026	% Increase
840	Training & Prof. Dues	67,000	69,375	69,375	0	0%
850	Travel	7,000	9,500	9,500	0	0%
860	Recruiting Costs	7,000	13,000	13,500	500	4%
870	Criminal Investigations (CID)	3,320	2,500	4,640	2,140	86%
880	Contingency - Miscellaneous	25,000	30,000	30,000	0	0%
892	Small Equipment	22,000	7,640	32,000	24,360	319%
	TOTAL OPERATIONS	225,797	234,959	251,959	17,000	7%
	TOTAL M&O	7,577,100	7,936,966	8,536,494	599,528	7.55%

OTHER FUNDS

Acct. No	Category	2024 Adopted	2025 Adopted	2026 Requested	\$ Increase/ 2025-2026	% Increase
1000						
1000	Auto Replacement	140,000	144,000	44,000	(100,000)	-69%
	TOTAL VEHICLE REPLACEMENT	140,000	144,000	44,000	(100,000)	-69.44%
2000						
	Roof & HVAC	149,700				
	CAPER conversion		26,000	0	(26,000)	-100%
	TOTAL SPECIALCAPITAL ASSETS	149,700	26,000	0	(26,000)	-100%
	TOTAL OTHER FUNDS	289,700	170,000	44,000	(126,000)	-74%

Category	2024 Adopted	2025 Adopted	2026 Requested	\$ Increase/ 2025-2026	% Increase
GENERAL FUND	7,577,100	7,936,966	8,536,494	599,528	8%
VEHICLE REPLACEMENT	140,000	144,000	44,000	(100,000)	-69.44%
SPECIAL CAPITAL ASSETS	149,700	26,000	0	(26,000)	-100.00%
COMBINED TOTALS	7,866,800	8,106,966	8,580,494	473,528	5.84%

TOTAL FUNDING FROM PARTICIPATING CITIES FOR OPERATIONS	\$ 8,536,494
TOTAL FUNDING FROM PARTICIPATING CITIES FOR VEHICLE FUND	\$ 44,000
NO FY26 CAPITAL PROJECT	\$ -
TOTAL FUNDING FROM PARTICIPATING CITIES	\$ 8,580,494
TRANSFER FUNDS ON HAND IN MVPD SPECIAL CAPITAL ASSET FUND TO AUTO FUND	\$ 100,000
TOTAL PROPOSED BUDGET EXPENDITURES FOR 2026 (7.07%)	\$ 8,680,494

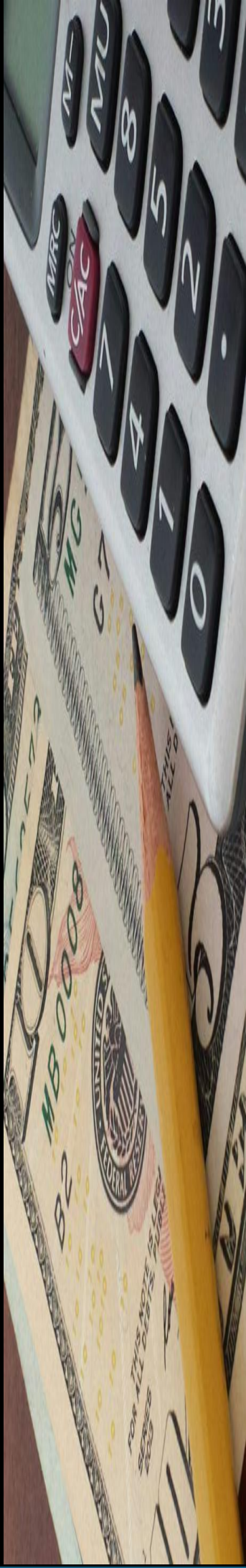


2026 Budget
Workshop
Report



MEMORIAL VILLAGES 2026 BUDGET PRIORITIES

PERSONNEL - OPERATIONS - CAPITAL





2026 Budget Workshop Report



PERSONNEL

GOAL:
**MAINTAIN A COMPETITIVE SALARY
AND HIRING INCENTIVES**

- ANNUAL SALARY ADJUSTMENT
- FUND ANNUAL STEP INCENTIVES

**IMPLEMENT ADDITIONAL TARGETTED
HIRING & RETENTION INCENTIVES
IN 2026**

- ADJUST SHIFT DIFFERENTIAL
- CORPORAL RANK





2026 Budget
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Report



MVPD HISTORIC TURNOVER RATE				
YEAR	# OF OFFICERS	NIGHT SHIFT	# OF DISPATCHERS	NIGHT SHIFT
2015	10	4	5	4
2016	3	1	2	2
2017	7	3	2	2
2018	2	2	3	3
2019	1	1	0	0
2020	0	0	0	0
2021	7	4	3	3
2022	3	1	2	1
2023	3	2	4	4
2024	3	2	1	0
TOTAL	39	20	22	19
STAFFING	32	10	10	4.5
PERCENT	121%	200%	220%	422%



POLICE SALARIES TOP SALARIES

PLANO POLICE DEPT	\$111,254.00
GARLAND POLICE DEPT	\$110,733.00
IRVING POLICE DEPT	\$110,256.00
ALLEN POLICE DEPT	\$110,244.12
CARROLLTON POLICE DEPT	\$109,926.00
ARLINGTON POLICE DEPT	\$108,907.75
DENTON POLICE DEPT	\$108,831.00
GRAND PRAIRIE POLICE DEPT	\$108,735.00
DART POLICE DEPT	\$108,592.98
DFW AIRPORT POLICE DEPT	\$107,632.00
FRISCO POLICE DEPT	\$107,024.00
FARMERS BRANCH POLICE DEPT	\$106,757.08
MCKINNEY POLICE DEPT	\$105,799.79
LEWISVILLE POLICE DEPT	\$105,724.67



Testing 5.31.25

Irving, TX | Los Angeles, CA | Denver, CO

\$110,256

Top-Out Salary in only 5.5 Years

\$8,000 Hiring Incentive | [JoinIrvingPD.com](#)



Duncanville Police Department NOW HIRING CERTIFIED POLICE OFFICERS

\$70,390 - \$91,800

SIGN ON BONUS

\$5,000 - \$20,000

\$5,000.00 - 2 YEARS AS A CERTIFIED OFFICER
\$10,000.00 - 2-4.5 YEARS AS A CERTIFIED OFFICER
\$20,000.00 - 5+ YEARS AS A CERTIFIED OFFICER



SCAN TO APPLY

EXAM DATE AND TIME:

JANUARY 11, 2025

8:00AM

DOORS OPEN AT 7:00AM

LOCATION:

D.L. HOPKINS JR.
SENIOR CENTER
203 JAMES COLLINS
DUNCANVILLE, TX 75116

BENEFITS

- Paid Vacation
- Paid Holidays
- Paid Sick Time
- D.L. HOPKINS JR. TMS Pension Plan
- Health Insurance
- OverTime Pay
- Longevity Pay
- Uniforms & Equipment Provided

INCENTIVE PAY

- TCOLE PEACE OFFICER LICENSE
- INTERMEDIATE
- ADVANCED
- MASTER
- FIELD TRAINING OFFICER
- SWAT
- LANGUAGE PROFICIENCY
- NIGHT DIFFERENTIAL

MORE INFORMATION 872.780.5028 recruiter@duncanvillepd.com

BECOME A CHAMPION!





NOW HIRING

- ✓ **Certificate pay**
Intermediate: \$800/yr; Advanced: \$1,400/yr
Masters: \$2,000/yr
- ✓ **Education pay**
Associates: \$800/yr; Bachelors: \$1,400/yr
Masters: \$2,000/yr
- ✓ **Shift Differential Pay**
3% evening shift, 6% night shift
- ✓ **Duty and back up weapons issued to officers and awarded after 5 years**
- ✓ **Bi-lingual pay**
- ✓ **Local gym memberships provided**
- ✓ **12-hour shifts**
- ✓ **Outer vest carriers supplied**
- ✓ **Paid dry cleaning of uniforms**

Rowlett Police Department Officer Pay



ENTRY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
\$80,050.35	\$84,234.37	\$88,418.39	\$92,566.41	\$96,714.43	\$100,862.45	\$105,010.47

SHIFT DIFF PAY	✓	12-HR SHIFTS	✓
BILINGUAL PAY	✓	TATTOOS	✓
TMS	✓	BEARDS	✓
FTO PAY	✓	RIFLE W/ RDS	✓
CERTIFICATION PAY	✓	TWO GLOCKS	✓
LONGEVITY PAY	✓	BOOTS	✓
ON-DUTY WORKOUT	✓	OPTIONAL LVB	✓

LATERAL PAY OFFERED

Effective Oct. 01, 2024



COLLEGE STATION POLICE DEPARTMENT

UP TO \$20,000 SIGN-ON BONUS

APPLY TODAY

cstx.gov/pdjobs

The City of College Station is an equal opportunity employer.

Entry Base Pay Set by Current TCOLE License

Basic Entry Pay: \$65,374
Intermediate Entry Pay: \$73,382
Advance Entry Pay: \$80,018
Master Entry Pay: \$87,235

- \$600-\$1800 Certification Pay
- 21 Incentive Pay Opportunities
- 10- or 12-hour shifts
- Alternating Weekends Off
- TMS Retirement at 2:1
- Beards ✓
- Tattoos ✓
- Uniforms & Gear Provided ✓
- Free City Employee Health Clinic ✓

*\$20,000 BONUS FOR CERTIFIED POLICE OFFICERS WITH 2+ YEARS OF EXPERIENCE. \$3600 BONUS FOR OFFICERS WITH 0-2 YEARS OF EXPERIENCE.



2026 Budget
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Report



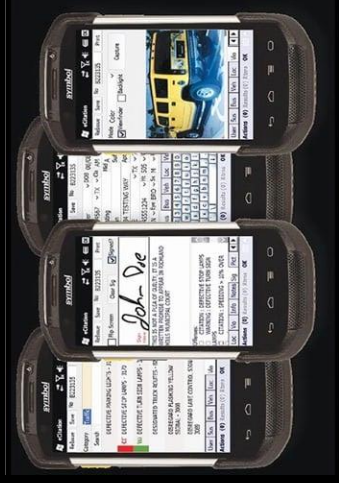
OPERATIONS

TICKET WRITERS ARE FAILING (EOL) & EXPAND
PRINTERS TO 1 PER MARKED VEHICLE

EXPAND ALPR CONDOR CAMERAS TO INCLUDE
ALL SIGNALIZED INTERSECTIONS (MVPD - 9)

UPDATE IT BUDGET AND LICENSING COSTS

FUND UPDATED SYSTEM REDUNDENCY





2026 Budget
Workshop
Report



CAPITAL

2025

- 2 MARKED VEHICLES



FUTURE DEPARTMENT CAPITAL PROJECTS

2026-2029

- EXPAND COVERED PARKING BEHIND STATION
- REPLACE AND UPGRADE DEPARTMENT PHONE SYSTEM (EOL 10 YEARS)
- CONTINUED ANNUAL VEHICLE REPLACEMENT MARKED UNITS





2026 Budget
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MVPD 2026 BUDGET REQUESTS

PERSONNEL/BENEFITS - +7%

- SALARY ADJUSTMENT (4% + 1% STEP)
- SHIFT DIFFERENTIAL ADJUSTMENT - NIGHTSHIFT
- FORMALIZE CORPORAL RANK - SALARY ADJUSTMENT
- EXCESS SICK TIME BUY BACK 2:1

OPERATING AND EQUIPMENT - \$134,015

- NEW ACCOUNTING SOFTWARE
- IT AND COMPUTER UPGRADES AND LICENSES
- TICKET WRITER EXPANSION - PRINTERS
- ALPR CONDOR EXPANSION - 9 CAMERAS
- STARLINK

CAPITAL

- VEHICLES – 2



Shift Hours	Night Shift Differential
3 p.m. to midnight	7½ percent differential
11 p.m. to 8 a.m.	10 percent differential

Night shift differential is included in the rates of basic pay for prevailing rate employees and is used as a basis for computing overtime pay, Sunday pay, holiday pay, and amounts of deductions for retirement and group life insurance.

The Department of Family and Protective Services may pay an evening or night shift salary differential not to exceed 15 percent of the monthly pay rate to personnel in the



2026 Budget Workshop Report



2026 REQUESTED BUDGET

2026 TOTAL MVRPD BUDGET \$8,680,494

POLICE COMMISSION REQUESTS TO APPLY \$100K OF CAPITAL RESERVE FUNDS TOWARDS 2026 VEHICLE PURCHASES. THIS WILL REDUCE AMOUNT REQUESTED FROM THE CITIES TO \$8,580,494 OR \$2,860,165 PER CITY.

2025 BUDGET COST PER CITY \$2,702,322

2026 BUDGET COST PER CITY \$2,860,165

2026 INCREASE PER CITY \$157,843

2026 COST INCREASE OVER 2025 BUDGET 5.81%



2026 Budget Workshop Report



Memorial Villages Police Department

Serving Bunker Hill, Pikey Point, and Hunters Creek Villages

Opportunity for Experienced Police Officers

Starting Salary Range \$102,178 - \$108,461

NEW PAY RANGE 2026

Benefits:

- Strong Community and Department Support
- Hiring Bonus \$1500
- Night Shift Differential \$3600
- Bi-Lingual Pay
- Educational / Certification / Longevity Pay
- Health care Insurance 100% for Employee, 75% for Spouse/Dependents
- TMRSS Retirement 7% 2-1 match, 20-year retirement. COLA 50% of retirement
- Department Funded 457 Deferred Compensation Plan with employer contribution of 2.5% annual salary
- Tuition Reimbursement
- Work life balance with 12 Hour shifts and every other Fri/Sat/Sun off

Requirements:

- 5 Years Patrol Experience
- TCOLE Certified
- Valid TX Driver's License
- US Citizen
- Positive Attitude
- Strong Work Ethic
- Problem Solver
- Desire to Succeed

Starting Salary Range DOQ

\$102,178 - \$108,461

WWW.MVPDTX.ORG

ED@MVEJD

11981 Memorial Dr.
Houston, Tx 77024
713.365.3700

IRVING, TEXAS HIRING OFFICERS

Top-Out in 5.5 years
\$110,256
\$8,000 Hiring Incentive
NEW PAY SCALES

Civil Service Exam 1.18.25
Testing Locations:
Irving, TX | Orlando, FL | Los Angeles, CA

POLICETEXAS.ORG



2026 Budget Workshop Report





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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve Amendment No. 2024-02 to the Village Fire Departments 2024 Budget to make intra-budgetary transfers that will not result in additional assessments to the City.
EXHIBITS: Budget Amendments Letter

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 2024-02 & 2025-03

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:	May 21, 2025	
Re:	Budget Amendment 2024-02 & Budget Amendment 2025-03	

During the regular monthly Village Fire Department Board Meeting on May 21, 2025, the Village Fire Department Board of Commissioners unanimously approved a budget amendment to fund tower improvements, purchase of a generator and purchase of a fuel system. The Village Fire Department Board of Commissioners is requesting that the member Cities approve a 2025 budget amendment in an amount not to exceed \$236,000 to facilitate the purchases and improvements. This budget amendment will not result in an additional assessment to the member Cities in 2025.

The improvements and purchases are as follows:

- Tower improvements - \$80,000
- Generator purchase - \$100,000
- Fuel system purchase - \$56,000
- Total - \$236,000

The total budget amendment of \$236,000.00 will be funded by the 2024 Village Fire Department budget surplus in an amount not to exceed \$236,000.

The Village Fire Department Board of Commissioners further unanimously approved an intra-budgetary transfer for Budget year 2024. While this intra-budgetary transfer will not result in an additional assessment to the member Cities, it does require the approval of the member cities per Sec. 5.01 of the Interlocal Agreement.

The intra-budgetary transfer is as follows:

- 2024 Village Fire Department Budget:
 - Transfer \$40,000 from line item 16060 Health Insurance to line item 17112 Maintenance Pumper (E2)

Please put these budget amendments 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: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve Amendment No. 2025-03 to the Village Fire Departments 2025 Budget in an amount not to exceed \$236,000.00 and that will not result in additional assessments to the City.
EXHIBITS: Budget Amendments Letter

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 2024-02 & 2025-03

To:	Gerardo Barrera	City of Bunker Hill Village
	Wendy Baimbridge	City of Hedwig Village
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	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
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 - Transfer \$40,000 from line item 16060 Health Insurance to line item 17112 Maintenance Pumper (E2)

Please put these budget amendments 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: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve an increase to Amendment No. 77 with CobbFendley in the amount of \$35,990.46 for Construction Phase Services and Reimbursable Expenses.
EXHIBITS: Amendment Letter

AUTHORIZATION FOR PROFESSIONAL SERVICES



May 20, 2025

Mr. Tom Fullen, MPA
City Administrator
City of Hunters Creek Village
1 Hunter Place
Hunters Creek Village, Texas 77024

Re: **AMENDMENT TO MSA TASK 077**

Dear Mr. Fullen:

Cobb, Fendley & Associates, Inc. (CobbFendley) is requesting an amendment to Task 077, Construction Phase Services and Inspection for Lindenwood/Shasta/Pineland. A copy of Task 077 is attached herein. All terms and conditions from the Master Service Agreement and Task Order remain in full force and effect.

CobbFendley's services are hourly not-to-exceed and reimbursables for Construction Materials Testing and Mileage (IRS rate)

Task 01 – Construction Phase Services

- Inspection
- Construction Administration
- Construction Management

SUBTOTAL TASK 01.....\$25,990.46

Task 95 – Reimbursable Expenses

- Reimbursable expenses including mileage, deliveries, etc.
- Construction Materials Testing (cost plus 10%)

SUBTOTAL TASK 95.....\$10,000.00

AMENDMENT AMOUNT (NOT TO EXCEED).....\$35,990.46

AUTHORIZATION

Execution of this document and return by e-mail or facsimile to CobbFendley will serve as authorization for CobbFendley to perform the above services and the CLIENT agrees to pay the fees referenced above. Activities associated with the services will not commence until CobbFendley receives this document executed by the responsible party. This proposal is void if not accepted within thirty days of the date hereon.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "S. Byington", with a long horizontal flourish extending to the right.

Stephen L. Byington, P.E.
Principal

This proposal accepted by:

CITY OF HUNTERS CREEK VILLAGE

Signature

Print Name

Title

Date of Authorization

AUTHORIZATION FOR PROFESSIONAL SERVICES



September 19, 2024

Mr. Tom Fullen, MPA
City Administrator
City of Hunters Creek Village
1 Hunter Place
Hunters Creek Village, Texas 77024

Re: MSA TASK 077 - Proposal for Construction Phase Services and Inspection for
Shasta/Pineland/Lindenwood Reconstruction

Dear Mr. Fullen:

Cobb, Fendley & Associates, Inc. (CobbFendley) is pleased to submit this proposal to provide Construction Phase Services for Lindenwood/Shasta/Pineland located on the southeast end of the Village. CobbFendley proposes to provide the Scope of Services as outlined below. A detailed Level of Effort is outlined in Exhibit A.

CobbFendley's services are to be performed for the sole benefit of Hunters Creek Village ("Client"), who shall be responsible for payment of those services. When accepted by the signature of Client's authorized representative, the Authorization and the documents referenced herein shall constitute the entire agreement between Client and CobbFendley with respect to this project.

The *General Terms and Conditions for these Professional Services* are in accordance with the Master Service Agreement reauthorized by City Council in 2017.

SCOPE OF SERVICES

The fees for the following services will be billed according to time and materials, Not To Exceed:

Task 01 – Construction Phase Services

- CobbFendley shall visit the construction site to ensure that the project is proceeding in accordance with the schedule, plans and specifications.
- CobbFendley shall attend and participate in progress meetings.
- CobbFendley shall provide technical interpretation of the plans and specifications to the construction contractor.
- CobbFendley shall verify construction conformance and compliance with TCEQ, NOI, and NOT.
- CobbFendley shall review and approve submittals/shop drawings from the contractor. CobbFendley shall maintain a log of submittals/shop drawings. CobbFendley shall monitor the contractor's actual submittals against the schedule to confirm overall compliance.

- CobbFendley shall maintain a noncompliance log throughout the course of the project. The log shall include details of noncompliance, date activity occurred, and date correction of item occurred.
- CobbFendley shall inspect and observe the materials and equipment being incorporated into the work to assure that they are handled, stored, and installed in accordance with the Contract documents and specifications.
- CobbFendley shall prepare and maintain daily progress log or daily construction reports, photographs, records, and track quantities installed that day.
- CobbFendley shall evaluate requests for change orders in a timely manner and maintain a change order log. CobbFendley shall negotiate with the contractor and prepare the change order. CobbFendley shall provide a recommendation on approval/disapproval to the Owner.
- CobbFendley shall review and provide a recommendation on approval/disapproval of monthly invoices submitted by the construction contractor. CobbFendley shall verify the accuracy of all quantities. CobbFendley shall submit the monthly invoices and recommendation to the Owner in a timely manner.
- CobbFendley shall review all laboratory reports pertaining to the project to ensure the passing results. CobbFendley shall coordinate direction for any further testing or corrective action required by the contractor. CobbFendley shall maintain a copy of the lab results.
- CobbFendley shall provide part-time construction observation services (**15 hours per week**) for the entire duration of construction activities.
- CobbFendley shall modify drawings according to as-constructed conditions, based upon the drawings and other data furnished to CobbFendley by the Contractor and others showing significant changes in the work made during construction. Because record documents, sometimes called as-built drawings, are prepared based on unverified information provided by others, CobbFendley makes no warranty of the accuracy or completeness of the drawings. CobbFendley will retain the original drawings with the notation "Record Documents" noted thereon.
- CobbFendley shall provide list of deliverables for substantial completion walk through/inspection. Schedule and conduct project walk through upon receipt of Contractor's notification of substantial completion. Include Owner's Project Manager, Contractor, and others as directed. Prepare a list of non-conforming work based on visual inspections. Record and monitor contractor's corrective efforts and schedule. Schedule final completion inspection for any remaining corrections.
- CobbFendley shall, upon completion of close out items, provide recommendation for Owner's Substantial Completion/Final Acceptance certificate.
- CobbFendley shall, upon completion of the work, prepare a final progress payment including a balancing changer order zeroing out all unused quantities. Identify and add additional quantities and make an approved changes to the Contract Time.

SUBTOTAL TASK 01.....\$73,062.50

Task 95 – Reimbursable Expenses

- Reimbursable expenses including mileage, deliveries, etc.
- Construction Materials Testing (cost plus 10%)

SUBTOTAL TASK 95.....\$36000.00

TOTAL BUDGET (NOT TO EXCEED).....\$109,062.50

EXCLUSIONS FROM THE SCOPE OF SERVICES

Specific items excluded from this proposal are as follows, and CobbFendley shall have no responsibility to perform any of these services.

- Reproduction of drawings, descriptions, or specifications other than for CobbFendley's use in developing the project.
- Application or review fees, delivery charges used in performing the services.
- Detailed cost estimates.
- TDLR permitting (not anticipated at this time).
- Any other services not specifically included within the description of the Basic Services or Other Services as described above.

ADDITIONAL SERVICES

Services not included in the description of Scope of Services in this proposal may be provided by CobbFendley, and if provided by CobbFendley, said services shall be considered to be Additional Services and shall require additional fees.

SCHEDULE OF SERVICES

CobbFendley is authorized to begin work on this project immediately upon receipt of Client's signature on this Authorization and any additional authorizations that may be required from the property owner.

Any delay by Owner or Client in providing proper and sufficient documents may delay CobbFendley's performance of its services, in which case CobbFendley shall be entitled to an extension of time to complete those services.

FURTHER AGREEMENTS

CobbFendley agrees to submit monthly invoices to your office by the _____ day of each month, and your office agrees to incorporate said invoices into your current monthly billing cycle. (CLIENT TO FILL IN DAY OF MONTH ABOVE)

CLIENT'S
INITIAL

AUTHORIZATION

Execution of this document and return by e-mail or facsimile to CobbFendley will serve as authorization for CobbFendley to perform the above services and the CLIENT agrees to pay the fees referenced above. Activities associated with the services will not commence until

CobbFendley receives this document executed by the responsible party. This proposal is void if not accepted within thirty days of the date hereon.

Sincerely,

This proposal accepted by:

COBB, FENDLEY & ASSOCIATES, INC.

CITY OF HUNTERS CREEK VILLAGE

A handwritten signature in blue ink, appearing to read "Stephen L. Byington".

Stephen L. Byington, P.E.
Principal

Signature

Print Name

Title

Date of Authorization



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve the proposal from Cameron Builders for the replacement of the shutters on City Hall in the amount of \$18,822.40 for Western Red Cedar or \$28,032.84 for Mahogany.
EXHIBITS: Proposal

**CAMERON BUILDERS, INC.
1341 CEDAR POST
HOUSTON, TEXAS 77055
281-413-5064
TACLB – 16323C
RMP-39163
MRFSS ENDORSEMENT
ME-328192
TEC-30771**

City of Hunters Creek
C/O: Tom Fullen

PROPOSAL

Work to be Performed:

Fabricate 32 new exterior louvered shutters.

1 ½” thick material.

Material to be premium grade western red cedar, primed and painted with
2 coats of exterior acrylic paint. Color to be approved.

Installed with stainless steel screws and lead anchors to building.

Total 588.20 ea. \$18,822.40

Alternate

Fabricate above using genuine mahogany.

Total 876.12 ea. \$28,032.84

Thank You

Regulated by the Texas Department of Licensing and Regulation
P. O. Box 12157 Austin, Texas 78711
1-800-803-9202, 512-463-6599
www.license.state.tx.us/complaints



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve an extension for New Residence Permit 202300422 at 502 Thamer Lane.
EXHIBITS: Permit

Permit Expires on June 2, 2025.



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: 502 Thamer Lane

CONTRACTOR: Wimmel DC

Valuation of Work: 3898500.00

Describe Work: NEW RESIDENCE - New Single Family Residence [14,421 sqft]

Total Fees: 6410.40

Provide Contractor's Phone Number; 301 908 6933 then,
 MARK THE APPROPRIATE INSPECTION below with the date you are requesting & 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	7/14/2023	7/14/2023	BBG	
1	Foundation			NC	7/31/2023	7/31/2023	henry	
1	Foundation	Y		Pass	8/1/2023	8/1/2023	henry	
2	H-Strap			Pass	10/24/2023	10/24/2023	BBG	
3	Frame			Pass	8/29/2024	8/29/2024	BBG	
4	Insulation							
5	Bld-Final		Y					

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 _____ May 22, 2025
 Permit Officer Date

_____, May 22, 2025
 Signature of contractor/authorized agent/owner Date

CITY COPY



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to approve the agreement between Hunters Creek Village and Spring Branch School District to assess and collect ad valorem taxes.
EXHIBITS: Agreement



Spring Branch ISD Tax Office

8880 Westview Road, Houston, Texas 77055

713-251-7968

Jamie.Matelske@springbranchisd.com

Jamie Matelske, Tax Assessor/Collector

May 09, 2025

Honorable Jim Pappas
Mayor
City of Hunters Creek
1 Hunters Creek Place
Houston, TX 77024

SUBJECT: Tax Collection contract between Spring Branch Independent School District
Tax Office and City of Hunters Creek

Dear Sir:

Enclosed please find the above-referenced contract for consideration. Upon execution by the City Council, please print three copies and return all three signed contracts by August 11, 2025. An original will be returned to the City after SBISD Board Meeting on August 25, 2025.

Please note that within the contract, Spring Branch ISD has increased their fees related to the collection of taxes by 10%. This fee has not increased in several years and is necessary to account for inflationary pressures.

The revised fee structure is as follows:

- **New Jurisdiction Fee:** \$5.50 per Unit

If you have any questions, please do not hesitate to contact me at (713) 251-7968.

Sincerely,

Jamie Matelske
Tax Assessor/Collector

Spring Branch Independent School District

Jennifer Blaine, Ed.D., Superintendent of Schools

Inspiring minds. Shaping lives.

THE STATE OF TEXAS

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF HARRIS

This memorandum of contract, hereinafter called "Agreement," is made and executed between the City of Hunters Creek Village, Texas a municipal corporation of the State of Texas, hereinafter called "City," and the Spring Branch Independent School District, a body politic and corporate, hereinafter called "District";

WHEREAS, City has requested District to assess and collect ad valorem taxes for said City; and

WHEREAS, it will be to the mutual benefit of both parties to enter into such an agreement; now therefore

FOR AND IN CONSIDERATION of the premises and benefits described below, City and District hereby enter into the following agreement:

1. District agrees that its Tax Assessor-Collector will assess and collect all ad valorem taxes for City and perform all the necessary services with regard to assessment and collection of said City's taxes with the exception of legal services incidental to the collection of delinquent taxes. In the performance of such necessary services, the Tax Assessor-Collector will apply the applicable rules, regulations, and ordinances of City.

2. This contract shall be for a period of two (2) years, beginning on the 1st day of September 2025, and ending on the 31st day of August 2027.

3. District agrees to make deposits to the Depository of City of all taxes collected on behalf of City at least once each week during the months of October through February and at least twice a month during the months of March through September.

4. City agrees that it will pay to District, as compensation for performing this service, a fee which shall be the sum of five dollars and fifty

cent (\$5.50) per account for each annual tax period, plus postage expenses incurred by District on behalf of the City. District will submit a statement based on February appraisal rolls for the services so rendered and payment for said services will be made to District on or before April 1. Payment for said services shall be made from current revenues available to City.

5. City and District recognize that the Harris Central Appraisal District, hereinafter called "Appraisal District," is responsible for appraising the property that is subject to taxation by City and District. City or District, separately in its own name and on its own behalf, may challenge any act or omission of the Appraisal District and any decision to make such challenge or not, by either City or District, shall not be binding on the other.

6. District will not be liable to City for any failure to collect taxes, nor shall District's Tax Assessor-Collector be liable unless such failure to collect results from the failure of the Tax Assessor-Collector to perform such duties in the manner and in accordance with the standards imposed by law. District's Tax Assessor-Collector shall furnish a bond in the sum of statutory minimum payable to and approved by City and conditioned on the faithful performance of the duties as Tax Assessor-Collector. The cost of such bond shall be paid by City.

7. District's Tax Assessor-Collector shall prepare a written monthly statement of all amounts collected for the benefit of City, and such reports of collection made in the months of October through January are due on the twenty-fifth (25th) day of the month following the month that is the subject of the report. Reports of collections made in all other months are due the fifteenth (15th) day of the month following the month that is the subject of the report. City will be permitted to audit the tax records at a reasonable time mutually agreed upon by both parties.

8. The District's tax office is to remain under the administrative control of the Tax Assessor-Collector of District.

9. In the event any provision of this contract is inconsistent with the statutes of the State of Texas, the statutes of the State of Texas shall control and the District's Tax Assessor-Collector will discharge these duties in accordance therewith.

10. District agrees to furnish to City a written list of each delinquent taxpayer, the delinquent taxpayer's address, the amount of the delinquency, and the designation of the property involved, by July 1st of each year. District further agrees that by August 1st, or as soon thereafter as practical each year, the Tax Assessor-Collector will provide City with the Appraisal District's certified estimate of the total appraised value of all property in the Appraisal District's jurisdiction that is taxable by City.

11. This agreement shall replace all prior agreements with regard to the assessing and collecting of ad valorem taxes heretofore made between the parties hereto.

Signatures on following page.

Approved by entity on _____, 2025

ATTEST:

CITY OF HUNTERS CREEK VILLAGE,
TEXAS

Tom Fullen
Acting City Secretary

Jim Pappas
Mayor

Approved by Spring Branch ISD Board on _____, 2025

ATTEST:

SPRING BRANCH INDEPENDENT
SCHOOL DISTRICT

Secretary
Board of Trustees

President
Board of Trustees



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to schedule a
Budget Workshop date for the City's FY2026
Budget.

EXHIBITS:



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

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to adopt an ordinance to vacate, close, or abandon a portion of Ripple Creek Drive.
EXHIBITS: Ordinance



CITY OF HUNTERS CREEK VILLAGE AGENDA DISCUSSION FORM

AGENDA DATE: May 27, 2025
AGENDA SUBJECT: Discussion and possible action to request that the Planning and Zoning Commission consider a potential amendment to the City's Zoning Ordinance to add a definition for the term "masonry"—including applicable materials and manner of construction—as used in Section 44-163(4) of the Ordinance, thereof concerning the walls required along the side or rear property lines adjacent to Voss or Memorial Roads.

EXHIBITS:

Sec. 44-163. - Fences and walls.

(4) *Special rules for fences and walls on rear or side property lines facing Voss or Memorial.* A fence or wall of a minimum of seven feet in height shall be required along the rear or side property line where the rear or side line of the property involved is adjacent to Voss Road or Memorial Drive. Such fence or wall along Voss Road or Memorial Drive shall be not less than seven feet nor more than nine feet from the top of the natural grade of the property. Piers, pillars or columns used for such fence or wall supports or architectural enhancement shall be allowed to exceed the nine feet allowable height, but shall not be used to violate the nine-foot maximum allowable height specified in this chapter. Where a curb-and-guttered street is adjacent to the fence or wall or property line, the height restriction shall, however, be measured for the purposes of this chapter from the top of natural grade or the top of the abutting curb, whichever is higher. Any rear or side property line fence or wall along Voss Road or Memorial Drive shall be of brick or masonry construction.

(5) *Special rules for fences and walls on or behind front property lines facing Voss or Memorial.* A fence or wall shall be permitted, subject to the following limitations, along or behind the front property line of any property fronting on Voss Road or Memorial Drive, Such fence or wall may be of wrought iron, brick or masonry construction. There shall be applicable the height limitations and the same requirements outlined above for side and rear fences or walls, with the exception that no minimum requirements for fence or wall height shall be applicable.