

City of Hunters Creek Village

#1 HUNTERS CREEK PLACE
HUNTERS CREEK VILLAGE, TEXAS 77024
(713) 465-2150

MAYOR

Bonnie McMillan

CITY COUNCIL

David A. Wegner

Fidel Sapien

Ronnie Weinstein

Michael Schoenberger

Jim Pappas



CITY COUNCIL SPECIAL MEETING AGENDA

Notice is hereby given of a Special Meeting of the City Council of Hunters Creek Village, Texas, to be held on TUESDAY, SEPTEMBER 30, 2014 at 6:00 p.m. in the City Hall at #1 Hunters Creek Place, for the following purpose:

- A. Call to order and the roll of elected and appointed officers will be taken.
- B. Discussion and possible action to consider an ordinance adopting the budget for the City of Hunters Creek Village fiscal year beginning January 1, 2015 and ending December 31, 2015; making appropriations for the city for such year as reflected in said budget; and making certain findings and containing certain provisions relating to the subject.
- C. Discussion and possible action to ratify the property tax increase reflected in the budget.
- D. Discussion and possible action to consider:
 1. Approve to set and adopt the property tax rate for 2014.
 2. Approve a motion to set the tax rate for Debt Services for 2014.
 3. Approve a motion to set the tax rate for Maintenance and Operation for 2014.
- E. Discussion and possible action to consider an ordinance providing for the assessment, levy and collection of ad valorem taxes of the City of Hunters Creek Village, Texas for the year 2014; providing for the date on which such taxes shall be due and payable; providing for the penalty and interest on all taxes not timely paid; and repealing all ordinances and parts of ordinances in conflict herewith; and providing for severability.
- F. Discussion and possible action to consider Resolution #2014-05 designating the Houston Community Newspaper/Memorial Examiner as the City of Hunters Creek Village official newspaper effective September 30, 2014.
- G. Discussion and possible action to approve a temporary construction easement agreement between Mr. Kal Malik and the City of Hunters Creek Village for the Voss Road bridge repair project.
- H. Discussion and possible action to authorize the city engineer to formally bid the Lindenwood Drive and Shasta Drive Ditch and Drainage Improvement Project.

I. EXECUTIVE SESSION. The City Council may convene a public meeting and then recess into executive (closed) 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) certain consultations with the City's attorney under §551.071; (2) certain matters involving purchase, exchange, lease, or value of real property under §551.072; and (3) certain personnel matters, §551.074.

a. In accordance with §551.074, to deliberate the duties of a public officer.


J. RECONVENE IN OPEN SESSION to consider and act upon item I-a, Executive Session, as necessary.

Adjourn Open Meeting.

CERTIFICATION

I, the undersigned authority, do 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: September 25, 2014 at 1:00 p.m. and remained so posted continuously for at least 72 hours before said meeting was convened.




Ann Smith
Interim City Secretary

ORDINANCE NO. 837

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015 AND ENDING DECEMBER 31, 2015; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; AND MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.

WHEREAS, on the 26th day of August, 2014, the Mayor filed with the City Secretary a proposed budget containing estimates of revenues for the year from all of the various sources, together with estimated costs thereof, and estimated amounts of all other proposed expenditures for the City of Hunters Creek Village for the calendar year 2015, the same being the fiscal year of the City; and

WHEREAS, pursuant to a motion of the City Council and after notice was published in the Houston Chronicle this week on September 18, 2014, as required by law, a public hearing on such budget was held at the regular meeting place of the City Council at the City of Hunters Creek Village City Hall, #1 Hunters Creek Place, Houston, Texas, on the 23rd of September 2014, at which hearing all citizens and taxpayers of the City had the right to be present and to be heard and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the proposed budget and has made such changes therein as in the City Council's judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and

WHEREAS, a copy of the budget has been filed with the City Secretary and the City Council now desires to approve and adopt the same; now, therefore,

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

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

Section 2. The City Council hereby approves and adopts the budget described in the preamble of this Ordinance, a copy of which is attached hereto as Exhibit "A" and made a part hereof, for the fiscal year beginning January 1, 2015 and ending December 31, 2015, be and the same is hereby filed with the City Secretary of the City of Hunters Creek Village, Texas.

Section 3. The City Council hereby approves that several sums specified for the several purposes named in said budget, be, and they are hereby, appropriated to and for such purposes provided, however, that the Mayor is authorized to transfer funds to and from specific projects within Departmental Funds so long as the total revenues and expenditures of such Departmental funds remain unchanged.

Section 4. The City Secretary of the City of Hunters Creek Village, Texas, shall file a copy of this Ordinance and budget, appended hereto as "Exhibit A" with the County Clerk of Harris County, Texas.

The budget is PASSED, APPROVED, AND ADOPTED on the following Roll

Call Vote on this ____ day of September, 2014:

David Wegner	_____
Fidel Sapien	_____
Michael Schoenberger	_____
Ronnie Weinstein	_____
Jim Pappas	_____
Mayor Bonnie McMillan	<u>Present but not voting</u>

Bonnie McMillan
Mayor

ATTEST:

Ann Smith
Interim City Secretary

**City of Hunters Creek Village
2015 Adopted Budget**

Account	Description	2014 Adopted Budget
Estimated Beginning Fund Balance		\$3,129,093
REVENUES		
01-00-4000	PREVIOUS AD VALOREM TAXES	\$15,000
01-00-4005	CURRENT AD VALOREM TAXES	\$4,067,913
01-00-4010	FRANCHISE TAXES	\$360,000
01-00-4015	SALES TAXES	\$285,000
01-00-4025	TRAFFIC FINES/BONDS	\$130,000
01-00-4027	COURT TECHNOLOGY FUND	\$1,600
01-00-4028	COURT SECURITY FUND	\$1,200
01-00-4030	INTEREST INCOME	\$15,000
01-00-4035	BUILDING PERMITS	\$440,000
01-00-4040	PENALTIES/INTEREST	\$15,000
01-00-4045	SUBD ST. LIGHTS	\$36,500
01-00-4055	OTHER INCOME	\$48,000
01-00-4056	EMS	\$56,800
01-00-4057	CHILD SAFETY FEES	\$5,200
01-00-4060	MIXED DRINK TAX	\$13,100
01-00-4070	METRO RECEIPTS	\$71,400
TOTAL REVENUES		\$5,561,713
MAINTENANCE & OPERATION EXPENDITURES		
ADMINISTRATION		
01-01-7000	SALARIES & WAGES	\$428,216
01-01-7025	TMRS	\$62,819
01-01-7030	PAYROLL TAXES	\$34,415
01-01-7040	OFFICE EQUIPMENT	\$7,000
01-01-7045	NOTICES & MAILING	\$15,000
01-01-7055	OFFICE SUPPLIES & PRINTING	\$7,000
01-01-7056	BANK FEES	\$1,000
01-01-7060	TELEPHONE	\$16,000
01-01-7061	TRAVEL & TRAINING	\$4,000
01-01-7065	MACHINE RENTAL MAINTENANCE	\$6,000
01-01-7090	MEMBERSHIPS & SUBSCRIPTIONS	\$2,500
01-01-7105	INSURANCE BENEFITS	\$81,650
01-01-7108	GEN LIABILITY/PROP/WC INS	\$18,000
01-01-7109	SURETY BONDS	\$500
01-01-7110	ELECTIONS	\$5,000
01-01-7111	RECORDS MANAGEMENT	\$2,500
01-01-7112	CODIFICATIONS	\$3,000
01-01-7115	PUBLIC RELATIONS	\$23,000
TOTAL ADMINISTRATION		\$717,600

**City of Hunters Creek Village
2015 Adopted Budget**

Account	Description	Adopted Budget
PROFESSIONAL SERVICES		
01-02-6502	CITY ENGINEER	\$50,000
01-02-6504	TCEQ PHIII STORMWATER PERMIT	\$3,000
01-02-7042	CONSULTING SERVICES	\$15,000
01-02-7085	TAX COLLECTOR/ASSESSOR	\$40,000
01-02-7120	AUDITOR	\$14,000
01-02-7300	LITIGATION	\$25,000
01-02-7310	CITY ATTORNEY	\$50,000
	TOTAL PROFESSIONAL SERVICES	<u>\$197,000</u>
PUBLIC SAFETY		
01-01-5000	VILLAGE FIRE DEPARTMENT	\$1,134,165
01-03-5005	MEMORIAL VILLAGES POLICE DEPT.	\$1,563,913
01-03-5006	VPD-STEP PROGRAM	\$0
	TOTAL PUBLIC SAFETY	<u>\$2,698,078</u>
PUBLIC WORKS		
01-04-5015	GARBAGE SERVICE	\$625,000
01-04-5020	STREET LIGHTS-CITY	\$50,000
01-04-5500	STREET & DRAINAGE MAINTENANCE	\$100,000
01-04-5501	WICKLINE RAVINE RESTRICTOR INSPECTIONS	\$2,500
01-04-5510	RENTAL/PURCHASE EQUIPMENT	\$15,000
01-04-5520	TRUCK MAINTENANCE	\$9,000
01-04-5530	TRAFFIC LIGHT MAINTENANCE	\$15,000
01-04-5540	MOWING CONTRACT	\$30,000
01-04-5550	TRAFFIC SIGNS	\$1,500
01-04-5560	LANDSCAPING	\$30,000
01-04-6205	UNIFORMS-PW	\$3,500
01-04-6501	BUILDING INSPECTIONS - CONTRACT	\$72,000
01-04-6540	URBAN FORESTER	\$17,000
01-04-7050	BUILDING MAINTENANCE	\$35,000
01-04-7051	JANITORIAL SERVICE BLDG MAINTENANCE	\$9,000
01-04-7057	OFFICE SUPP/PRINTING - PW	\$2,000
01-04-7062	TRAVEL/TRAINING - PW	\$1,500
01-04-7070	MOSQUITO FOGGING CONTRACT	\$12,000
01-04-7091	MEMBERSHIPS/SUBSC - PW	\$1,000
01-04-8063	STORM DISASTER FUND	\$300,000
	TOTAL PUBLIC WORKS	<u>\$1,331,000</u>

**City of Hunters Creek Village
2015 Adopted Budget**

Account	Description	Adopted Budget
MUNICIPAL COURT		
01-05-8000	JUDGES & PROSECUTORS	\$30,000
01-05-8020	JURY DUTY FEES	\$300
01-05-8025	WARRANTS ISSUED	\$500
01-05-8030	COURT SUPPLIES & PRINTING	\$2,500
01-05-8031	COURT TECHNOLOGY	\$2,500
01-05-8032	COURT SECURITY	\$1,200
01-05-8033	CHILD SAFETY FEE (DARE)	\$0
01-05-8034	COURT MEMBERSHIPS & SUBSCRIPTIONS	\$500
01-05-8035	COURT-TRAVEL & TRAINING	\$500
01-05-8044	CREDIT CARD FEES	\$4,000
01-05-8045	COURT TAX PD TO STATE	\$35,000
	TOTAL MUNICIPAL COURT	<u><u>\$77,000</u></u>
CAPITAL OUTLAY		
01-06-7041	COMPUTER EQUIP. & SOFTWARE	\$13,000
01-06-7043	UPGRADE PERMITTING SOFTWARE	\$25,000
01-06-7044	GAUGE & MONITORING FLOOD STAGE	\$0
01-06-8064	CAPITAL RESERVE	\$200,000
01-06-8065	FURNITURE & EQUIPMENT	\$3,000
	TOTAL CAPITAL OUTLAY	<u><u>\$241,000</u></u>
	TOTAL EXPENDITURES	<u><u>\$5,261,678</u></u>
	Net Income (revenues - expenditures)	\$300,035
	Beginning Fund Balance	<u>\$3,129,093</u>
	Ending Fund Balance	<u><u>\$3,429,128</u></u>
CAPITAL IMPROVEMENTS		
Funds Available for Capital Projects		\$3,429,128
02-01-9035	MUDJACKING/SIDEWALK REPAIRS	\$30,000
02-01-9038	PAVEMENT REPAIRS- MAINTENANCE	\$50,000
02-01-9040	TRAFFIC SIGNAL CONTROLLER	\$50,000
02-01-9041	I-10 NOISE ABATEMENT (5 YR AGREEMENT)	\$80,000
	BOROS DRIVE - ENGR	<u>\$600,000</u>
	HICKORY HOLLOW PAVING IMPROVEMENT - ENGR	\$93,000
	HUNTERS CREEK PAVING IMPROVEMENT - ENGR.	<u>\$975,000</u>
	HUNTWYRK REPAVING - ENGR. ONLY	\$ 47,000
	TOTAL CAPITAL IMPROVEMENTS	\$1,925,000
	Ending Fund Balance	\$ 1,504,128.00

City of Hunters Creek Village
Fiscal Year 2014-2015
Budget Cover Page
September 23, 2014

This budget will raise more revenue from property taxes than last year's budget by an amount of \$388,095, which is a 10.35 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$70,681.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2014-2015	2013-2014
Property Tax Rate:	\$0.184082/100	\$0.184082/100
Effective Tax Rate:	\$0.169701/100	\$0.184082/100
Effective Maintenance & Operations Tax Rate:	\$0.169701/100	\$0.184082/100
Rollback Tax Rate:	\$0.183277/100	\$0.198808/100
Debt Rate:	\$0.184082/100	\$0.000000/100

Total debt obligation for City of Hunters Creek Village secured by property taxes: \$0

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
BUDGET HEARING NOTICE**

The City of Hunters Creek Village, Texas, will hold a public hearing at the following day, time and place for the purpose of receiving written or oral comments concerning the proposed budget for fiscal year 2015:

Date: September 23, 2014

Time: 6:00 p.m.

Place: City Hall

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

THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$ 388,095 OR 10.35 % AND OF THAT AMOUNT \$ 70,681. IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

All interested citizens are encouraged to attend and/or submit comments. A copy of the proposed budget in its entirety is available for public inspection during normal business hours in the office of the City Secretary, #1 Hunters Creek Place, Hunters Creek Village, Texas and on the City's web site at www.cityofhunterscreek.com.

Ann Smith
Interim City Secretary



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

September 30, 2014

AGENDA DATE:

AGENDA SUBJECT:

- (1) SET TAX RATE FOR DEBT SERVICE FOR 2015**
- (2) SET TAX RATE FOR MAINTENANCE & OPERATIONS FOR 2015**
- (3) MOTION TO ADOPT AN ORDINANCE FOR THE ASSESSMENT, LEVY AND COLLECTION OF AD VALOREM TAXES**

PROCEEDING:

SEE BELOW

EXHIBITS:

SCRIPT FOR MOTIONS AND ORDINANCE

SUMMARY:

Section 26.05 of the Texas Tax Code requires that after receiving the certified appraisal roll, the city council shall adopt a tax rate for the current tax year. The tax rate consists of two components -- (1) to impose the amount of taxes needed to pay for the city's debt service and (2) to fund maintenance and operation expenditures for the next fiscal year. Each of the two components must be approved separately.

Even though the City of Hunters Creek Village does not have any debt service at this time, a motion is still required and the motions should be made in the following order as on the attached script.

- (1) A motion should state "to set the debt service rate at \$0.00 per \$100."
- (2) A motion should state "to set the tax rate for maintenance and operations at \$0. 184082 per \$100 and that this year's proposed tax rate."
- (3) A motion should state "to adopt Ordinance No. 838 adopting a tax rate of \$0. 184082 /\$100 and providing for the levy and collection of ad valorem taxes for the year 2014."

ORDINANCE NO. 838

AN ORDINANCE PROVIDING FOR THE ASSESSMENT, LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, FOR THE YEAR 2014; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, Section 26.05 of the Texas Tax Code provides that before the later of September 30th, or the 60th day after the date the certified appraisal roll is received by the taxing unit, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and

WHEREAS, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the City's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the City for the next fiscal year), each of such two components must be approved separately; and

WHEREAS, having thus separately approved the tax rate for each of such components, it is necessary and appropriate to now formally pass, approve and adopt a 2014 tax rate for the City as set forth herein; and

WHEREAS, the proposed tax rate for the current year of Hunters Creek Village, Texas consists of two such components, a tax rate of zero (\$0.00) for debt service and a tax rate of \$0.184082 to fund maintenance and operation expenditures of the City for the next fiscal year; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage,

approval, and adoption of said tax rate ordinance have been timely and properly given and held;
and

WHEREAS, by separate motions the City Council of Hunters Creek Village, Texas, at a meeting of said City Council held on 30th day of September, 2014, approved, separately, the tax rate heretofore specified for each of said components; and now, therefore,

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

Section 1. The facts and recitations set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

Section 2. There is hereby levied, for the tax year 2014, to fund the City's fiscal year 2015 municipal budget, and for each year thereafter until otherwise provided, an ad valorem tax at the rate of \$0.184082 on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits upon which an ad valorem tax is authorized by law to be levied by the City of Hunters Creek Village, Texas.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 10.35 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$ 0.00 FOR THE 2014 TAX YEAR.

The proceeds from such tax shall be applied to the payment of operations and maintenance expenses of the government of the City. All such taxes shall be assessed and collected in current money of the United States of America.

Section 3. Of the total tax levied in Section 2 hereof, \$0.184082 is levied to fund maintenance and operation expenditures of the City for the fiscal year 2014. Of the total tax levied in Section 2 hereof, \$0.00 is levied for the purpose of paying the interest on bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City of Hunters Creek Village Texas, including the various installments of principal due on the serial bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City as such installments shall respectively mature, in the fiscal year 2015.

Section 4. All ad valorem taxes levied hereby, in the total amount of \$0.184082 on each One Hundred Dollars (\$100) of assessed valuation as reflected by Sections 2 and 3 hereof, shall be due and payable on or before January 31, 2015. All ad valorem taxes due the City of Hunters Creek Village, Texas, and not paid on or before January 31 following the year for which they were levied shall bear penalty and interest as prescribed in the Property Tax Code of the State of Texas.

Section 5. All ordinances and parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 6. If any provision of this Ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, the same shall not invalidate or impair the validity, force, or effect of any other provision of this Ordinance.

The budget is PASSED, APPROVED, AND ADOPTED on the following Roll Call Vote on this _____ day of September, 2014:

David Wegner

Fidel Sapien

Michael Schoenberger

Ronnie Weinstein

Jim Pappas

Mayor Bonnie McMillan

Present but not voting

/s/

Bonnie McMillan
Mayor

ATTEST:

/s/

Ann Smith
Interim City Secretary

NOTICE OF 2014 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF HUNTERS CREEK VILLAGE

A tax rate of \$0.184082 per \$100 valuation has been proposed for adoption by the governing body of City of Hunters Creek Village. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

PROPOSED TAX RATE	\$0.184082 per \$100
PRECEDING YEAR'S TAX RATE	\$0.184082 per \$100
EFFECTIVE TAX RATE	\$0.169701 per \$100
ROLLBACK TAX RATE	\$0.183277 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Hunters Creek Village from the same properties in both the 2013 tax year and the 2014 tax year.

The rollback tax rate is the highest tax rate that City of Hunters Creek Village may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Laurie G. Payton
Tax Assessor-Collector
8880 Westview, Houston, TX 77055
713-251-7968
laurie.payton@springbranchisd.com
www.cityofhunterscreek.com

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: September 16, 2014 at 6:00 PM at City Hall, #1 Hunters Creek Place, Hunters Creek Village, TX 77024.

Second Hearing: September 23, 2014 at 6:00 PM at City Hall, #1 Hunters Creek Place, Hunters Creek Village, TX 77024.



**CITY OF HUNTERS CREEK VILLAGE
AGENDA ITEM REPORT**

AGENDA DATE: September 30, 2014

AGENDA SUBJECT: Official Newspaper

PRESENTER/CONTACT: Ann Smith, Interim City Secretary

PROCEEDING:

EXHIBITS: Resolution 2014-05

BACKGROUND/RATIONALE:

The City Council requested procedures to establish the HCN/Memorial Examiner as the City of Hunters Creek Village official newspaper.

I spoke with Susan Curr, Legal Advertising Consultant with the HCN regarding our desire. Ms. Curr stated in January, 2015 the newspaper would be happy to execute a contract for the fiscal year, allowing for additional rate discounts. Ms. Curr has submitted verification the Memorial Examiners meets the legal requirements for General Law Type A cities.

In January, 2014, the City designated the Houston Chronicle. I have two official newspapers in other cities; however, we need to verify with our City Attorney if the first resolution needs to be cancelled.

FISCAL IMPACT:

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION:

RESOLUTION NO. 2014-05

**A RESOLUTION OF THE CITY OF HUNTERS CREEK VILLAGE,
TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER FOR THE CITY
FOR FISCAL YEAR 2014.**

* * * * *

WHEREAS, the City Council has determined that it is in the best interest of the City of Hunters Creek to designate the Houston Community Newspaper (HCN)/Memorial Examiner as the City's official newspaper for fiscal year 2014; and

WHEREAS, the City Council has determined that the Houston Community Newspaper (HCN)Memorial Examiner is a paper of general circulation, is published within the City of Hunters Creek Village, and meets all requirements necessary for the publication of ordinances, notices, or other matters required by law to be published in a newspaper.

NOW THEREFORE, be it resolved by the City Council of the City of Hunters Creek Village, Texas, that:

1. The is designated as the official newspaper of the City of Hunters Creek Village for the City's fiscal year beginning September 30, 2014, and continuing until another paper is selected.
2. The City staff is directed to publish in the Houston Community Newspaper/Memorial Examiner each ordinance, notice, or other matter required by law to be published in a newspaper.
3. This Resolution is effective immediately upon passage.

PASSED AND APPROVED by the City Council on this the 30th day of September,
2014.

Bonnie McMillan, Mayor

ATTEST:

Ann Smith, Interim City Secretary

June 24, 2014

Memorial Examiner

NEWSPAPER REQUIREMENTS

General Circulation:

Please give circulation area (subdivisions, street boundaries, etc.). This is necessary to determine if the newspaper is circulated within the entity the publication is for.

Memorial Area
Zip Codes: 77024, 77055, 77056, 77057, 77063,
77079

The newspaper must:

devote at least 25% of space to general interest items, Yes No

be published at least once a week, Yes No

have been published for at least the last 12 month, Yes No

be entered as second-class postal matter in the county of publication. Yes No

Postal Permit # 386-1800
(Please attach copy)

Person completing this form Susan Curr

Date 6/24/14 Title Legal Advertising Consultant

Memorial Examiner

"Notice of Public Hearing on Tax Rate"

The "Notice" is to be published for one day. It must be a quarter page ad with the headline in at least 18 point type.

\$ 21.13 cost per line / column inch Retail
\$ 633.90 approximate total cost for ad (3 col x 10")

DEADLINE FOR RECEIVING NOTICE

<u>Time of Day</u>	<u>Day of Week</u>	<u>For Publication On</u>
_____	_____	Sunday
_____	_____	Monday
_____	_____	Tuesday
_____	_____	Wednesday
<u>4 pm</u>	<u>Monday</u>	<u>Thursday</u>
_____	_____	Friday
_____	_____	Saturday

Can a proof of the ad be faxed or emailed prior to the actual publication? Yes No _____

If yes, how does this change the above deadline for receiving ad prior to publication?

Same

Can the notice be emailed? Yes No _____ If No, faxed? Yes _____ No _____

Email address legals@henonline.com Fax number 1-855-441-6397 full

Contact Person Susan Curr Telephone No. 281-378-1025 free



HOUSTON COMMUNITY NEWSPAPERS

CONTRACT

This agreement entered into on January 1, 2014 between City of Bunker Hill Village (advertiser) and Houston Community Newspapers (HCN), is for 52 weeks with a rate totaling \$25.00. per column inch plus \$5.00 border and \$1.50 per line bolding cost. This agreement begins January 1, 2014 and ends on December 31, 2014.

It is agreed that during the period of this agreement, that the Memorial Examiner be the Official Newspaper for publishing Ordinances, notices or other matter required by law. HCN agrees to provide to the City of Bunker Hill Village affidavits and tear sheets within 10 days of newspaper publication.

In addition to publication of advertisements in the Memorial/Rancher newspapers all of the City of Bunker Hill Village legal advertisements will also run on our website, www.yourhoustonnews.com, serving the greater Houston area at no extra cost to the City.

HCN also agrees to provide the City of Bunker Hill Village a 15% discount off the open rate for employment advertisements to be published in the Memorial newspaper and website, as well as any of the other 29 newspapers that City chooses to run the advertisement in.

Statements will be rendered at the beginning of each month, and the advertiser agrees to pay HCN in full. Failure to pay the bill within twenty-five (25) days of the statement date may result in cancellation of the contract at the discretion of HCN.

The advertiser agrees to adhere to the requirements as outlined in this agreement.

HOUSTON COMMUNITY NEWSPAPERS CITY OF BUNKER HILL VILLAGE

HCN Authorized Representative

 CLASSIFIED AD DIRECTOR
Approved By (Signature and Title)

LIZA ELIZALDE
Printed Name

100 Ave A
Mailing Address

Conroe, TX 77301
City, State, Zip


Approved By (Signature and Title)

JAY WILKINS
Printed Name

11977 Memorial Drive
Mailing Address

Houston, TX 77024
City, State, Zip
713-467-9762
Phone Number