### CITY OF PINEY POINT VILLAGE CITY COUNCIL

Aliza Dutt, Mayor Michael Herminghaus, Council Position 1 Henry Kollenberg, Council Position 2 Joel Bender, Council Position 3 Margaret Rohde, Council Position 4 Jonathan C. Curth, Council Position 5



#### CITY HALL 7660 WOODWAY DRIVE SUITE 460 HOUSTON, TEXAS 77063

Robert Pennington, City Administrator David Olson, City Attorney

Phone (713) 782-0271 www.cityofpineypoint.com

### THE CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING, PUBLIC HEARING, AND WORKSHOP MONDAY, AUGUST 25, 2025 6:00 PM

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A REGULAR COUNCIL MEETING, PUBLIC HEARING, AND WORKSHOP ON MONDAY, AUGUST 25, 2025, AT 6:00 P.M., LOCATED AT 7660 WOODWAY DR. SUITE 460, HOUSTON, TEXAS 77063, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

- I. DECLARATION OF QUORUM AND CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. CITIZENS WISHING TO ADDRESS COUNCIL Individuals with matters pertaining to the city are encouraged to address the City Council. In accordance with the Texas Open Meetings Act, should a member of the public comment or inquire about a subject not explicitly listed on the agenda, a Council member or staff member is permitted to respond only by providing specific factual information or citing established policy. The City Council is prohibited from discussing or voting on any matter not included in the agenda.

#### IV. PUBLIC HEARING

- **A.** Public hearing to approve the issuance of a specific use permit (SUP) for the renovation and improvements to the north courtyard on the St. Francis Episcopal Church campus.
  - 1) Open Public Hearing on St. Francis Episcopal Church's specific use permit (SUP) for the renovation and improvements to the north courtyard.
  - Close Public Hearing.
- **B.** Public hearing to approve the issuance of a specific use permit (SUP) for the installation of a new columbarium within the main building of St. Francis Episcopal Church.
  - Open Public Hearing on St. Francis Episcopal Church's specific use permit (SUP) for the installation of a new columbarium within the main building of St. Francis Episcopal Church.
  - 2) Close Public Hearing.
- **C.** Hearing and consideration regarding the rejection of the lowest apparent bidder for the Chapelwood Drainage Project Contract.
  - 1) Open Hearing on the rejection of the lowest apparent bidder, SAPO Engineering Consultants LLC, regarding the Chapelwood Drainage Project contract.

CITY OF PINEY POINT VILLAGE COUNCIL AGENDA

2) City Presentation: Summary of bid process, evaluation criteria, and reasons for staff's recommendation to reject the bid.

- 3) Bidder Presentation: SAPO Engineering Consultants LLC will be given the opportunity to present evidence and arguments.
- 4) Council Questions: Council may ask to clarify questions of the staff and the bidder.
- 5) Public Comments: (Optional/Council's discretion).
- 6) Close Hearing.

#### V. NEW BUSINESS

- 1. Consideration and possible action adopting an ordinance (ORD 2025.08) regarding the Specific Use Permit (SUP) to approve the issuance of a specific use permit (SUP) for the renovation and improvements to the north courtyard on the St. Francis Episcopal Church campus.
- **2.** Consideration and possible action on an ordinance (ORD 2025.08-B) approving a specific use permit (SUP) for the installation of a new columbarium at St. Francis Episcopal Church.
- **3.** Consideration and possible action regarding the rejection of the lowest apparent bidder for the Chapelwood Drainage Project Contract.
- **4.** Consideration and possible action on approval of the Council Meeting Minutes held on June 23, 2025.
- **5.** Consideration and possible action regarding the Memorial Villages Police Department.
  - a) Update on activities.
- **6.** Consideration and possible action regarding the Village Fire Department.
  - a) Update on activities.
  - b) VFD Commission Packet.
- 7. Consideration and possible action on City Engineering.
  - a) Letter of Recommendation and Award for the Chapelwood Court Project Bid.
  - b) Blalock Point Repairs (Green Oaks and Brompton Court) Quote Approval.
  - c) Bothwell/Holidan Way CCTV Quote Approval.
  - d) Engineers Report.
- **8.** Consideration and possible action on the date, time, and location for the budget hearing on the fiscal year 2026 budget.
- **9.** Consideration and possible action as a record vote of the Council on the date, time, and location for the tax hearing on the 2025 tax rate.
- **10.** Consideration and possible action on a proposal with SAFEbuilt Texas LLC for inspection and development review services.
- **11.** Consideration and possible action on a resolution (RES 2025.08-C) to nominate a candidate for election to the Board of Directors of the Harris County Appraisal District (HCAD).
- **12.** Consideration and possible action regarding Developer's request to connect to the city public sidewalk within 589 Dana Lane side-yard and public right-of-way.
- 13. Consideration and possible action regarding the Mayor's Monthly Report.
- **14.** Consideration and possible action regarding the City Administrator's Monthly Report, including but not limited to:
  - a) Financial Related Items:
    - i. Financial Report July 2025.
    - ii. Property Tax Report.

CITY OF PINEY POINT VILLAGE COUNCIL AGENDA

- iii. Quarterly Investment Report Ended June 2025
- iv. Disbursements (greater than \$10,000).
- b) Office Furniture
- **15.** Consideration and possible action to authorize landscape architect services for a designated beautification committee project.
- **16.** Consideration and possible action on approving a contribution payment under the Joint Participation Interlocal Agreement with Harris County for improvements to traffic signals at Memorial Drive intersections.
- **17.** Discuss and consider possible action on future agenda items, meeting dates, and similar matters.
  - a) Holiday September 1.
  - b) Beautification Meeting September 8.
  - c) Engineering Meeting September 10.
  - d) Regular Council Meeting at MDE September 24: Tax Hearing, Budget Hearing.

#### VI. <u>EXECUTIVE SESSION</u>

- **18.** The City Council will now hold a closed executive meeting pursuant to the provisions of Chapter 551, Texas Government Code, in accordance with the authority contained in:
  - a) **Section 551.071, Legal Consultation** The City Council shall convene in a closed session as authorized under Section 551.071 of the Texas Government Code, to obtain confidential legal counsel from the City Attorney concerning matters that fall within the attorney-client privilege.
  - b) **Section 551.074, Fire Commissioner Review** The City Council shall convene in a closed session, as authorized under Section 551.074 of the Texas Government Code, to deliberate on the duties and responsibilities of the Fire Commissioner.
- **19.** Consideration and possible action on items discussed in the Executive Session.

#### VII. WORKSHOP

- **D.** Budget Workshop #2 for the upcoming fiscal year 2026 budget of Piney Point Village.
- **E.** Beautification Committee's Strategic Development Plan.

#### VIII. ADJOURNMENT

#### **CERTIFICATION**

I confirm that a copy of the agenda for the Piney Point Village City Council meeting on August 25, 2025, was posted in a publicly accessible location on or before August 22, 2025, in accordance with Chapter 551 of the Texas Government Code.

**Robert Pennington** 

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City Administrator / City Secretary

CITY OF PINEY POINT VILLAGE COUNCIL AGENDA

In compliance with the Americans with Disabilities Act, the City of Piney Point Village will provide reasonable accommodations for persons attending City Council meetings. This facility is wheelchair-accessible, and accessible parking spaces are available. To better serve you, your requests should be received 48 hours before the meeting. Please contact the city administration at 713-230-8703. The City Council reserves the right to adjourn into a Closed Executive Session at any time under the Texas Government Code, Section 551.071 to consult with an attorney.

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Public hearing to approve the issuance of a specific use permit (SUP) for the

installation of a new columbarium within the main building of St. Francis Episcopal

Church.

#### **Public Hearing: A**

#### **Applicant:**

St. Francis Episcopal Church, 345 Piney Point Road, Piney Point, Texas

#### **Summary**:

St. Francis Episcopal Church has applied for a Specific Use Permit (SUP) to allow for renovations and improvements to the North Courtyard, located between the Parish Hall and Sanctuary buildings. The church seeks to enhance the courtyard to improve functionality, aesthetics, and community use.

#### **Project Description:**

- Installation of a sculpture monument with associated foundation.
- Benches with foundations to support congregation and visitor use.
- New walkways and circulation enhancements.
- Tree and shrub plantings for landscaping and shade.
- Associated regrading, drainage, and related site improvements.

#### **Analysis:**

The improvements are consistent with the church's existing institutional use and surrounding land use patterns. Enhancements are limited to the courtyard area and are expected to improve pedestrian circulation, aesthetics, and usability of the church grounds. No adverse impacts to adjacent properties are anticipated.

#### **Recommendation:**

Hear from the public regarding the proposed SUP, subject to the conditions outlined in the proposed ordinance.

#### **Attached Documents:**

Proposed Ordinance and supporting documents

#### DRAFT ORDINANCE

AN ORDINANCE OF THE CITY OF PINEY POINT VILLAGE, TEXAS, IN ACCORDANCE WITH DIVISION 4 OF ARTICLE II OF CHAPTER 74 OF THE CITY'S CODE OF ORDINANCES, ESTABLISHING AND APPROVING ISSUANCE OF A SPECIFIC USE PERMIT FOR THE RENOVATION AND IMPROVEMENTS TO THE NORTH COURTYARD ON THE ST. FRANCIS EPISCOPAL CHURCH CAMPUS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

\* \* \* \* \* \* \* \* \*

**WHEREAS**, the City of Piney Point Village ("City") finds it to be in the best interest of the health, safety, and welfare of its citizens to approve the following improvements on the St. Francis Episcopal Church Tract ("Tract") subject to certain conditions; now, therefore,

### BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS:

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

Section 2. The City hereby establishes and approves issuance of a specific use permit, as outlined by the terms of this Ordinance, to permit the renovation and improvements to the north courtyard ("Courtyard"), located between the Parish Hall and the Sanctuary building, and collectively called the "Improvements" on the Tract. Such Improvements are further described under the Project description below, as well as identified in the Detailed Scope of Work and Plans attached hereto as **Exhibit A** and made a part of this Ordinance hereof. City Council approval of the proposed Improvements provided for in this Ordinance is subject to adherence to the specifications provided for in this Ordinance, obtaining applicable building permits, and other conditions provided for below:

The Project (New Courtyard Improvements)

- 1. The Improvements for the Courtyard comprise the installation of a sculpture monument and associated foundation, benches and associated foundations, walkways, tree and shrub plantings, and all associated regrading, drainage, and other related improvements, as further detailed in **Exhibit A**.
- 2. St. Francis is not permitted to improve or use the Property for any other purpose than those authorized by this Ordinance or other prior authorization.

Section 3. Any person who intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00 per offense. No penalty shall be greater or less than the penalty provided for the same or similar offense under the laws of the State of Texas. Each day of any violation shall constitute a separate offense.

Section 4. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Piney Point Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

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

#### Exhibit A

Detailed Scope of Work and Plans New Courtyard Improvements



#### **City of Piney Point City Council**

c/o Annette R. Arriaga 7660 Woodway Dr, Suite 460 Houston, TX 77063

RE: Specific Use Permit for an improvement of the North courtyard at St. Francis Episcopal Church

#### Dear Members of the Piney Point City Council,

St. Francis Episcopal Church is applying for a Specific Use Permit for an improvement of the courtyard located between the church and the parish hall (North Courtyard). A generous church donor has made this project possible.

This project has been introduced to the city permitting office and has been recommended by the Planning and Zoning Committee on July 24<sup>th</sup>.

Below is information about the proposed courtyard redesign:

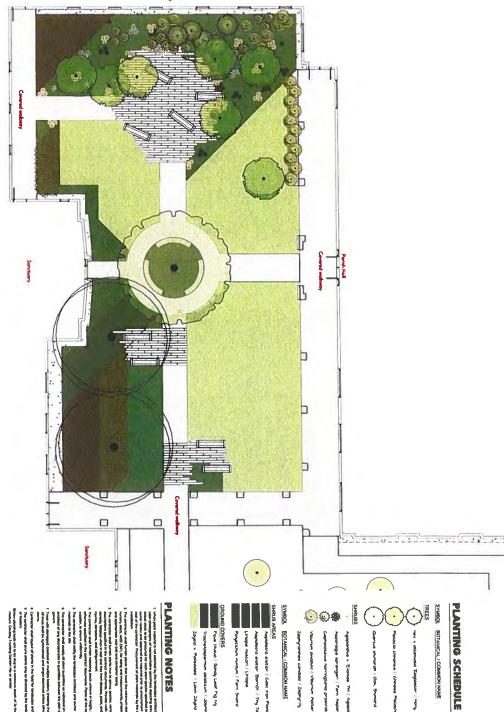
- The project is in an internal courtyard and will not be seen from the street
- The project does not change the use of the courtyard
- There will be no changes to the drainage system
- There will be a reduction in the coverage of the site by 196sf
- Irrigation will be adjusted to accommodate new planting
- No exterior work is required on the buildings
- No work outside of the courtyard will be undertaken
- There will be a cross sculpture placed in the rear of the courtyard
- The project increases the tree count
- There will be concrete work as several sidewalks in the courtyard will be removed updated. This work decreases the amount of impervious coverage.
- There will be back lighting on the cross sculpture.
- Updated light poles will be installed to match the campus standard.
- Old benches to be removed with new ones added
- Planting will be updated throughout the courtyard

Thank you for your time and dedication to the City of Piney Point.

Sincerely,

Jonathan Williams, PLA #2947





# PLANTING NOTES

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TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Public Hearing and Consideration of Ordinance Approving a Specific Use Permit

(SUP) for the Installation of a New Columbarium at St. Francis Episcopal Church.

#### **Public Hearing: B**

#### **Applicant:**

St. Francis Episcopal Church, 345 Piney Point Road, Piney Point, Texas

#### **Summary:**

St. Francis Episcopal Church has submitted an application for a Specific Use Permit (SUP) to allow for the installation of a new columbarium within the Narthex area of the church's main building. The church currently has an existing columbarium on site. The proposed addition would mirror the existing design and be located adjacent to it.

#### **Project Description:**

- Installation of ninety (90) niches, each measuring 10.5 x 10.5 inches.
- Niches will be sealed, with cremation remains placed in sealed containers prior to internment.
- The new columbarium will be identical in appearance and placement to the existing columbarium located in the main building.
- All work will be subject to applicable building permits and inspection requirements.

#### **Analysis:**

The City's Code of Ordinances requires a Specific Use Permit for this type of improvement. The request has been reviewed and determined to be consistent with existing zoning and land use patterns for the property. Staff finds no anticipated adverse impact on surrounding properties, as the use is interior to the existing building and mirrors a columbarium already approved and in use at the church.

#### **Recommendation:**

Hear from the public regarding the proposed SUP, subject to the conditions outlined in the proposed ordinance.

#### **Attached Documents:**

Proposed Ordinance and supporting documents

#### DRAFT ORDINANCE

AN ORDINANCE OF THE CITY OF PINEY POINT VILLAGE, TEXAS, IN ACCORDANCE WITH DIVISION 4 OF ARTICLE II OF CHAPTER 74 OF THE CITY'S CODE OF ORDINANCES, ESTABLISHING AND APPROVING ISSUANCE OF A SPECIFIC USE PERMIT FOR THE INSTALLATION OF A NEW COLUMBARIUM INSIDE THE MAIN CHURCH BUILDING OF THE ST. FRANCIS EPISCOPAL CHURCH; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION ANY **PROVISION HEREOF**; **AND PROVIDING FOR OF** SEVERABILITY.

\* \* \* \* \* \* \* \* \*

**WHEREAS**, the City of Piney Point Village ("City") finds it to be in the best interest of the health, safety, and welfare of its citizens to approve the following improvements on the St. Francis Episcopal Church Tract ("Tract") subject to certain conditions; now, therefore,

### BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS:

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

Section 2. The City hereby establishes and approves issuance of a specific use permit, as outlined by the terms of this Ordinance, to permit the installation of a new Columbarium, located in the Narthex Area inside the main Church building (called the "Improvements") on the Tract. Such Improvements are further described under the Project description below, as well as identified in the Detailed Scope of Work and Plans attached hereto as Exhibit A and made a part of this Ordinance hereof. City Council approval of the proposed Improvements provided for in this Ordinance is subject to adherence to the specifications

provided for in this Ordinance, obtaining applicable building permits, and other conditions provided for below:

The Project (New Columbarium Improvements)

- 1. The Improvements for the new Columbarium comprises the installation of ninety (90) niches, each measuring 10.5 x 10.5 inches in size. The niches shall be individually sealed, with all cremation remains located within sealed containers and placed into a designated niche. The new Columbarium will be identical and adjacent to the existing Columbarium located inside the main Church building.
- 2. St. Francis is not permitted to improve or use the Property for any other purpose than those authorized by this Ordinance or other prior authorization.

Section 3. Any person who intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00 per offense. No penalty shall be greater or less than the penalty provided for the same or similar offense under the laws of the State of Texas. Each day of any violation shall constitute a separate offense.

Section 4. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Piney Point Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

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

#### **Exhibit A**

Detailed Scope of Work and Plans New Columbarium



The Rev. Stuart A. Bates Rector

August 7, 2025

Mayor and City Council Members
Aliza Dutt, Mayor
Joel Bender, Mayor Pro Tem
Michael Herminghaus, City Council Member
Henry Kollenberg, City Council Member
Margaret Rohde, City Council Member
Jonathan Curth, City Council Member

City of Piney Point Village 7660 Woodway Suite 460 Houston, Texas 77063

**Dear Mayor and City Council Members:** 

St. Francis Episcopal Church, 345 Piney Point Road, City of Piney Point Village, Texas, is applying for a Specific Use Permit ("SUP") for additional columbarium niches to be located **inside** the church building in an area referred to as the narthex, in the hallway opposite the current columbarium and not visible from the street or walkways. No exterior work will be done, no drainage will be affected, and no trees will be disturbed. The current columbarium is reaching its capacity and thus there is a need for additional columbarium niches. Also, having a columbarium within a church allows parishioners to pay their respects to their loved ones when they attend church. The current columbarium was granted an SUP in 2018.

St. Francis Episcopal Church held a Meet and Greet / Open House on Saturday afternoon, June 7, 2025, from 4:00 to 5:00 p.m. at the church, 345 Piney Point Road. Thirty-four individual invitations were mailed on May 22, 2025, to the surrounding neighbors. There were no visitors. Additionally, another invitation to attend the June 26, 2025, Planning and Zoning Commission public hearing for the Specific Use Permit for an additional columbarium was mailed both by regular mail and certified mail return receipt requested to these same neighbors. The Planning and Zoning Commissioners recommended that the SUP application be advanced to the City Council.

The following is information about the proposed additional columbarium at St. Francis Episcopal Church:

The distances from the proposed additional columbarium to the streets/areas around the church are:

- The east property line (Piney Point Road) is 140 feet;
- The north property line (Cheska Hollow Subdivision) is 280 feet;
- The south property line (Ecclesia Church) is 310 feet; and
- The west property line (Habersham Subdivision) is 670 feet.

Mayor and City Council Members City of Piney Point Village Page Two August 7, 2025

A columbarium is not a cemetery. A columbarium is a depository for the cremains of the deceased. The cremation takes place at a licensed funeral home; **never** does a cremation take place at the church. The cremains are placed in a container at the funeral home and then sealed. The container is delivered to St. Francis Episcopal Church as part of the funeral service for the deceased. Following the service, the sealed container is interred in a niche in the columbarium, which is also sealed.

The proposed columbarium replicates the current columbarium, being 9 - 2" tall and 8 - 10" wide, and it has 90 new niches, each measuring 10%" by 10%".

The niches are **not** for sale. To obtain a niche in the columbarium, a person must be a member of St. Francis Episcopal Church, and various documents must be completed:

- There is an "application for interment rights to spaces(s) in the columbarium" which must be completed and then approved by the rector.
- Afterwards, there is a "certificate of interment rights" that is conveyed in consideration of the contribution of the reservation fee.
- Then, there are conditions of use that the grantee accepts and agrees to. Points in this document include
  what happens to the cremains in the columbarium should the church cease to exist. The Diocese of Texas
  owns the property on which St. Francis Episcopal Church stands, and it is the Bishop of the Diocese of Texas
  who will direct where the cremains will be transferred.
- Lastly, there is an "inscription order form" for the wording to be engraved on the tag on the niche.

Thank you for considering this SUP request from St. Francis Episcopal Church, and we look forward to our meeting with you. I will be at the meeting on August 25<sup>th</sup>, accompanied by Louise Richman and George Jumonville.

Peace and Grace,

The Rev. Stuart A. Bates

Rector

St. Francis Episcopal Church

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Hearing regarding the rejection of the lowest apparent bidder for the Chapelwood

Drainage Project Contract.

#### **Hearing: C**

#### **Applicant / Bidder Requesting Hearing:**

SAPO Engineering Consultants LLC, 11200 Broadway St. Ste. 2743; Pearland, TX 77584.

#### **Background:**

The City of Piney Point Village solicited bids for the Chapelwood Drainage Project. SAPO Engineering Consultants LLC. submitted the lowest monetary bid of \$158,550.00. Following staff review, the company was determined not to be the lowest responsible bidder based on the following:

- Performance reviews indicate issues with timely completion and adherence to plans.
- Ratings vary from 6 to 8 on a scale of 1-10 across different projects.
- Issues include delays, substandard work, and management inefficiencies.
- Specific examples include inconsistent decorative brickwork and improper lime stabilization.
- Mixed feedback from clients, ranging from satisfactory to unsatisfactory.
- Some clients would not hire the contractor again, while others are open to future collaboration.

Pursuant to Section 252.043(f-1) of the Texas Local Government Code, the City provided written notice of rejection to SAPO Engineering Consultants LLC. The bidder has elected to request a public hearing before the City Council.

#### **Purpose of Hearing:**

To allow the bidder to present evidence and arguments as to why it should be considered responsible and qualified for the award of the contract.

#### **Attached Documents:**

Supporting documents

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Consideration and possible action adopting an ordinance (ORD 2025.08) regarding

the Specific Use Permit (SUP) to approve the issuance of a specific use permit (SUP) for the renovation and improvements to the north courtyard on the St. Francis

Episcopal Church campus.

#### Agenda Item: 1

#### **Background:**

St. Francis Episcopal Church has applied for a Specific Use Permit (SUP) to allow for renovations and improvements to the North Courtyard, located between the Parish Hall and Sanctuary buildings. The church seeks to enhance the courtyard to improve functionality, aesthetics, and community use.

#### **Project Description:**

- Installation of a sculpture monument with associated foundation.
- Benches with foundations to support congregation and visitor use.
- New walkways and circulation enhancements.
- Tree and shrub plantings for landscaping and shade.
- Associated regrading, drainage, and related site improvements.
- All work will be subject to applicable building permits, inspections, and compliance with the City's codes and specifications.

#### **Staff Recommendation:**

Staff recommends approval of the Specific Use Permit, subject to the conditions outlined in the proposed ordinance. The proposed motion is as follows:

"I move to approve Ordinance No. 2025.08, granting a Specific Use Permit (SUP) to St. Francis Episcopal Church for the renovation and improvements to the North Courtyard on the church campus, as described in the ordinance."

#### **Attachments:**

Ordinance No. 2025.08
Supporting documents (Scope of Work and Plans, Exhibit A)

#### ORDINANCE NO. 2025.08

AN ORDINANCE OF THE CITY OF PINEY POINT VILLAGE, TEXAS, IN ACCORDANCE WITH DIVISION 4 OF ARTICLE II OF CHAPTER 74 OF THE CITY'S CODE OF ORDINANCES, ESTABLISHING AND APPROVING ISSUANCE OF A SPECIFIC USE PERMIT FOR THE RENOVATION AND IMPROVEMENTS TO THE NORTH COURTYARD ON THE ST. FRANCIS EPISCOPAL CHURCH CAMPUS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

\* \* \* \* \* \* \* \* \*

**WHEREAS**, the City of Piney Point Village ("City") finds it to be in the best interest of the health, safety, and welfare of its citizens to approve the following improvements on the St. Francis Episcopal Church Tract ("Tract") subject to certain conditions; now, therefore,

### BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS:

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

Section 2. The City hereby establishes and approves issuance of a specific use permit, as outlined by the terms of this Ordinance, to permit the renovation and improvements to the north courtyard ("Courtyard"), located between the Parish Hall and the Sanctuary building, and collectively called the "Improvements" on the Tract. Such Improvements are further described under the Project description below, as well as identified in the Detailed Scope of Work and Plans attached hereto as **Exhibit A** and made a part of this Ordinance hereof. City Council approval of the proposed Improvements provided for in this Ordinance is subject to adherence to the specifications provided for in this Ordinance, obtaining applicable building permits, and other conditions provided for below:

The Project (New Courtyard Improvements)

- 1. The Improvements for the Courtyard comprise the installation of a sculpture monument and associated foundation, benches and associated foundations, walkways, tree and shrub plantings, and all associated regrading, drainage, and other related improvements, as further detailed in **Exhibit A**.
- 2. St. Francis is not permitted to improve or use the Property for any other purpose than those authorized by this Ordinance or other prior authorization.

Section 3. Any person who intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00 per offense. No penalty shall be greater or less than the penalty provided for the same or similar offense under the laws of the State of Texas. Each day of any violation shall constitute a separate offense.

Section 4. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Piney Point Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

<u>Section 5</u>. All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

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

Attest:	Aliza Dutt Mayor
Robert Pennington City Administrator / City Secretary	

#### Exhibit A

Detailed Scope of Work and Plans New Courtyard Improvements



#### **City of Piney Point City Council**

c/o Annette R. Arriaga 7660 Woodway Dr, Suite 460 Houston, TX 77063

RE: Specific Use Permit for an improvement of the North courtyard at St. Francis Episcopal Church

#### Dear Members of the Piney Point City Council,

St. Francis Episcopal Church is applying for a Specific Use Permit for an improvement of the courtyard located between the church and the parish hall (North Courtyard). A generous church donor has made this project possible.

This project has been introduced to the city permitting office and has been recommended by the Planning and Zoning Committee on July 24<sup>th</sup>.

Below is information about the proposed courtyard redesign:

- The project is in an internal courtyard and will not be seen from the street
- The project does not change the use of the courtyard
- There will be no changes to the drainage system
- There will be a reduction in the coverage of the site by 196sf
- Irrigation will be adjusted to accommodate new planting
- No exterior work is required on the buildings
- No work outside of the courtyard will be undertaken
- There will be a cross sculpture placed in the rear of the courtyard
- The project increases the tree count
- There will be concrete work as several sidewalks in the courtyard will be removed updated. This work decreases the amount of impervious coverage.
- There will be back lighting on the cross sculpture.
- Updated light poles will be installed to match the campus standard.
- Old benches to be removed with new ones added
- Planting will be updated throughout the courtyard

Thank you for your time and dedication to the City of Piney Point.

Sincerely,

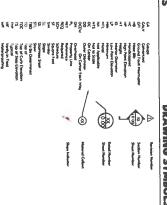
Jonathan Williams, PLA #2947





### **ABBREVIATIONS**

# DRAWING SYMBOLS



# AREA CALCULATIONS

## CODE SUMMARY

VICINITY MAP: NTS

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## PROJECT DATA

PROJECT SITE

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REAR VARD SETMACE
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SETE ACREAGE

16

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CITY OF PRIETY POINT, COLUMNY OF HARRIES, STATE OF TEXAS.
See Servery N.Ste Acres of Land John D. Toylor Sarroy, Abstract 73

### **CLOSE OUT**

# DRAWING INDEX

### PROJECT TEAM

Dollars
Jorge Vergrer
1000 Richmand Am #7000
Husban, Tr. 77042
711.59.1802
Jarge-Stammandam

## GENERAL NOTES

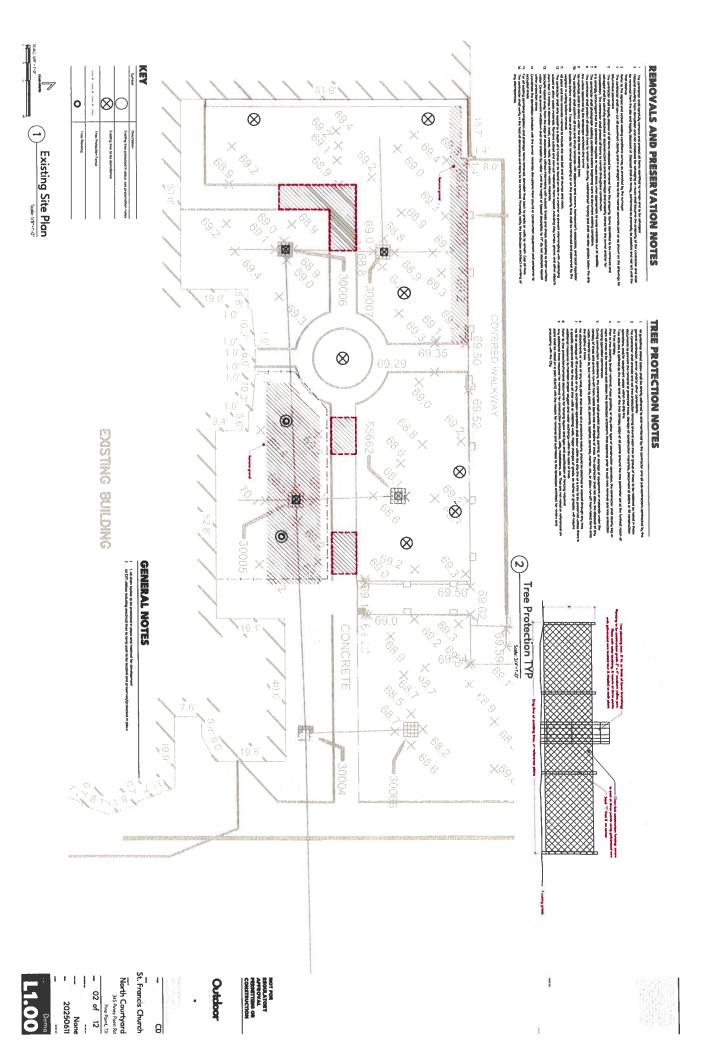
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dify the owner at any conflict behavior the decisings and governing

Outdoor

St. Francis Church

North Courtyard
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Pre Pool, IX
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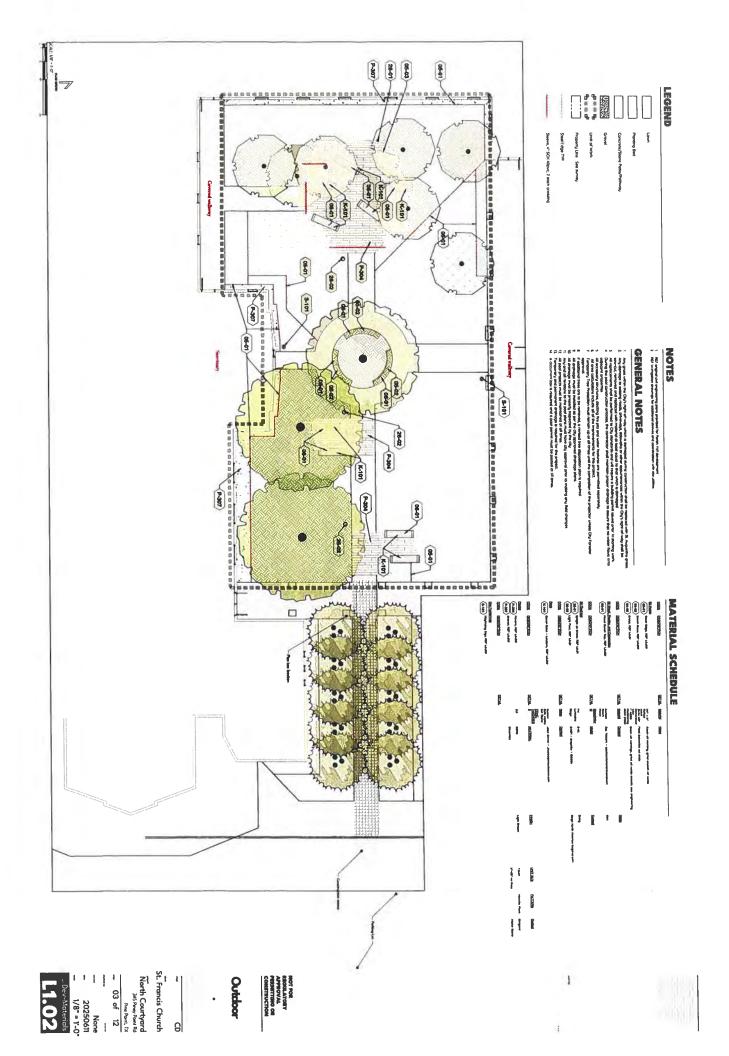
(2)	9 74d Penn addies
Proposed Site Plan	
Scale 1/6*-P-0"	



1 Existing Site Plan



St. Francis Church
North Countyard
Jos Perephent Rd
Peter Penel Rd
Peter Penel Rd
Peter Penel Rd
Coverage



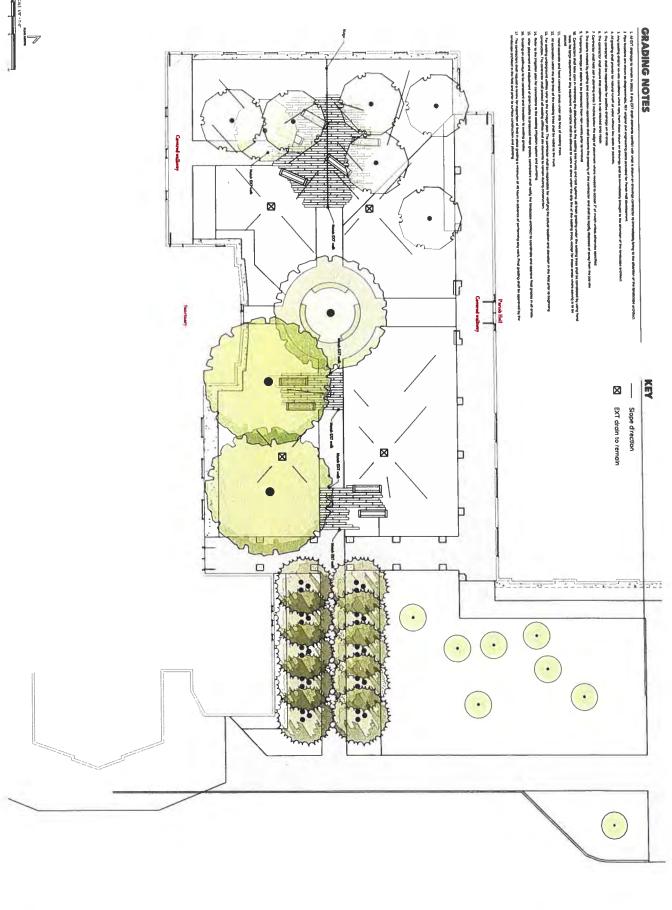


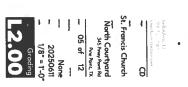












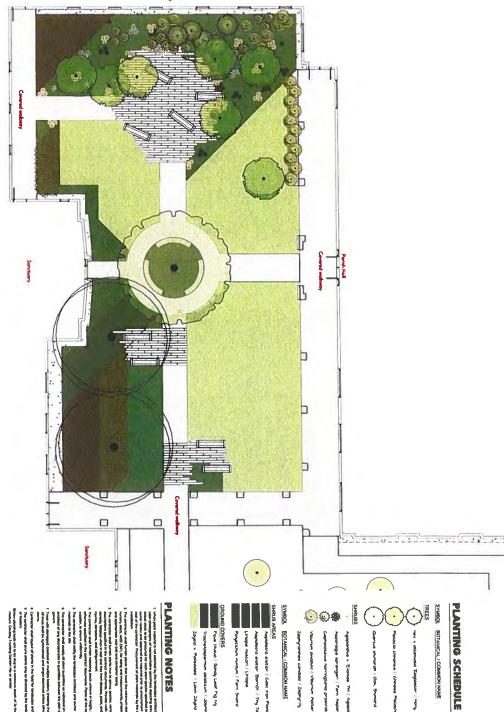












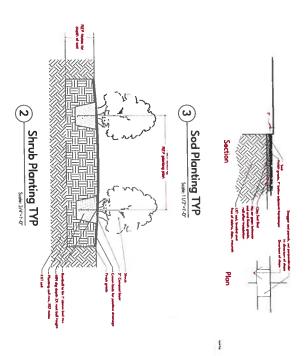
# PLANTING NOTES

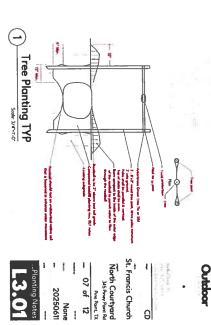
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# PREPARATION NOTES

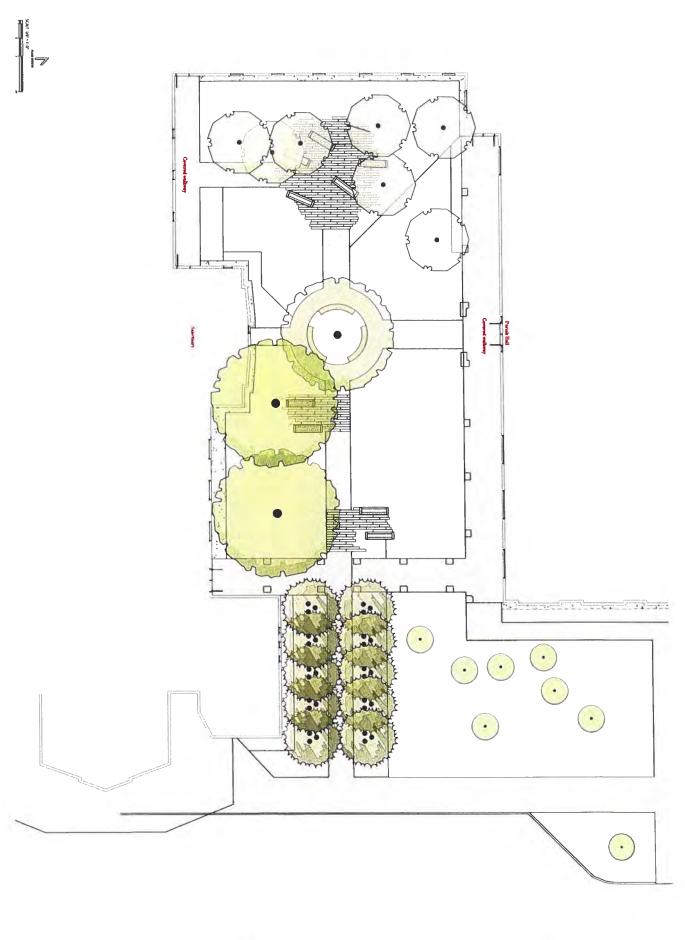
- PLANTING NOTES





Outdoor

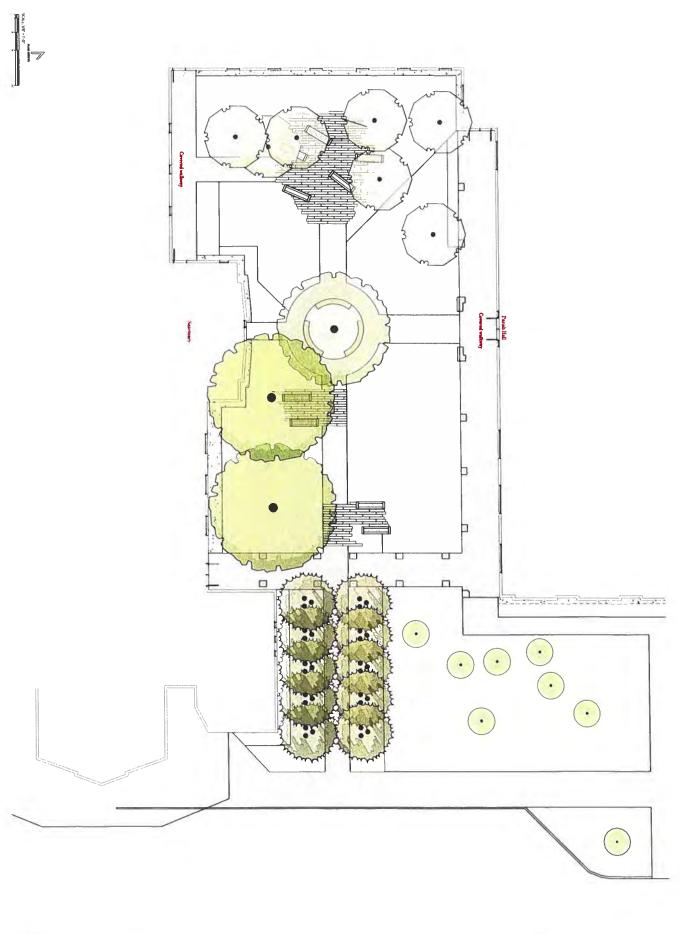








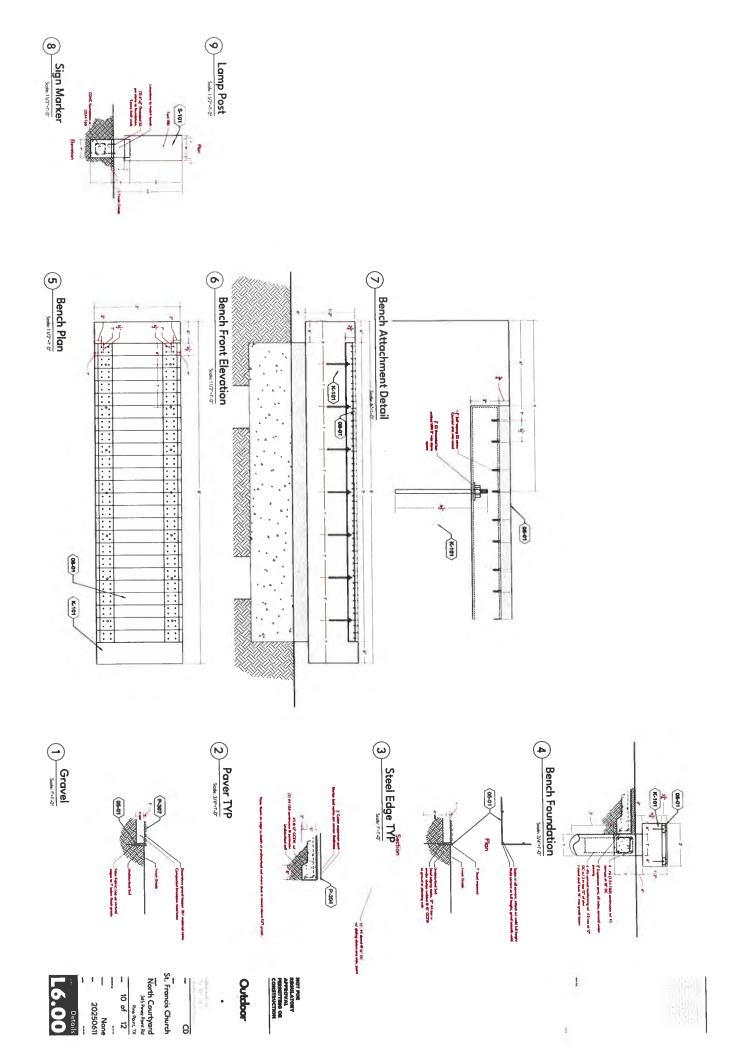


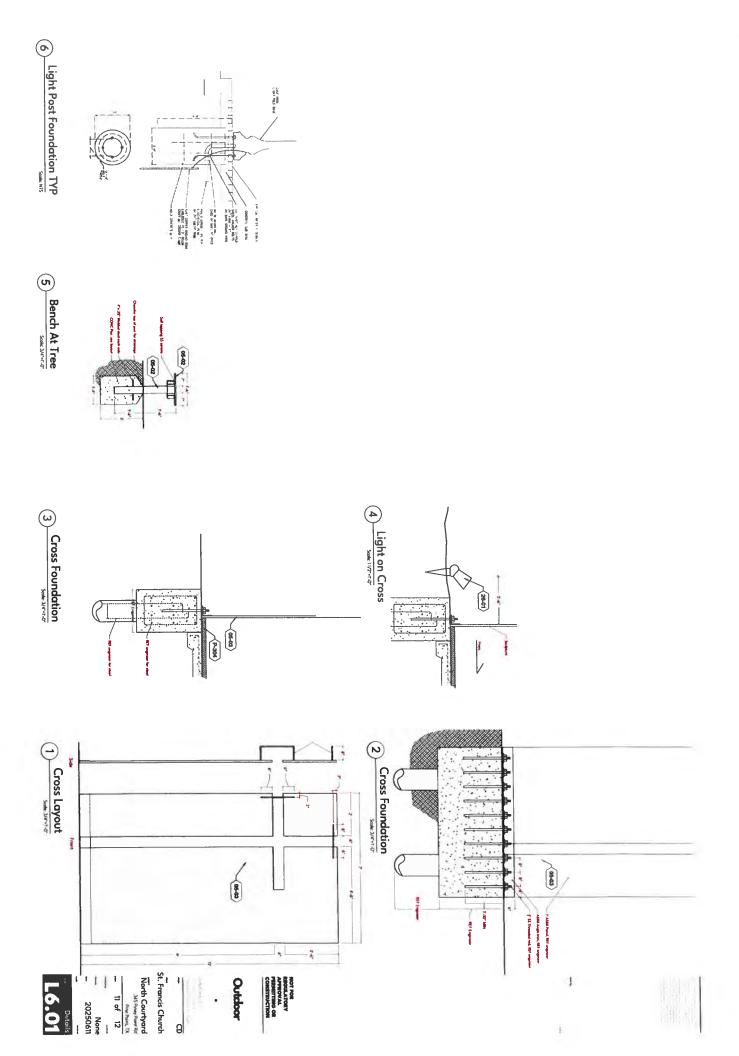




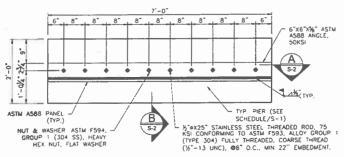








FOUNDATION PLAN





#### STRUCTURAL STEEL SPECIFICATIONS

- 1. STRUCTURAL STAINLESS STEEL THREADED ANCHOR ROD, 75 KSI CONFORMING TO ASTM F593, ALLOY GROUP T (TYPE 304) FULLY THREADED. COMPSE THREAD (N°-13 UNC).
- 2. STRUCTURAL STEEL ANGLES SHALL CONFORM TO ASTM ASSS, SO KS. STRUCTURAL STEEL PLATES SHALL CONFORM TO ASTM ASSS
- 3. STRUCTURAL NUTS & WASHERS SHALL CONFORM 10 ASTM F594, GROUP 1 (304 SS), HEAVY HEX NUT, FLAT WASHER
- 4. DETAILS, FABRICATE, AND ERECT ALL STRUCTURAL STEEL IN CONFORMANCE WITH "CODE OF STANDARD PRACTICE FOR STEEL BUILDINGS AND BRIDGES" OF THE AMERICAN INSTITUTE OF STEEL CONSTRUCTION (ASS), 2000 EDITION.
- 5. WELDING SHALL CONFORM WITH THE AMERICAN WELDING SOCIETY "STRUCTURAL WELDING CODE" AWS D1. CONSTRUCTION, NINTH EDITION, OF THE AISC.
- 8. SPLICING OF STRUCTURAL STEEL MEMBERS IS NOT PERMITTED WITHOUT THE PRIOR APPROVAL OF THE ENGINEER OF RECORD
- 7. SHOP DRAWINGS SHALL BE COMPLETE FABRICATION AND ERECTIONS DRAWINGS AND SHALL BE SUBMITTED TO THE ENGINEER OF RECORD FOR RECIPEW AND APPROVAL PRIOR TO STEEL FABRICATION AND/OR DELIVERY.

#### STRUCTURAL WELD SPECIFICATIONS

1. WELDING ELECTRODE USE ANS EXON STANLESS STEEL ELECTRODES/FILER RODS FOR WELDING TYPE JO4 SS (50 KS) YIELD) WELD PER ANS A5.4 / A5.9. MAINTAIN DRY ELECTRODES, WELD WITH DC+ OR AC POLARITY. FOLLOW PROPER CLEANING AND POST-WELD PASSIVATION.

#### **GENERAL NOTES - CONCRETE**

VERIFY ALL DIMENSIONS AND ELEVATIONS OF RECESS. LEDGES AND STEPS WITH ARCHITECT

- VERTY ALL DIMENSIONS AND ELEVATIONS OF RECESS, LEDGES AND STEPS WITH ARCHITECT BEFORE COMMENCEMENT OF FORM WORK.

  NO CONCRETE IS 10 BE PLACED WITHOUT APPROVAL FROM ENGINEER OR ARCHITECT. CONCRETE SHALL NOT BE PLACED IN FREEZING OR RAINY WEATHER.

  ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH ACISIB WITH LATEST REVISIONS. CONCRETE SHALL HAVE MINIMUM 28-DAY COMPRESSIVE STRENCTH OF 3000 PSI. CONCRETE SHALL HAVE MINIMUM 28-DAY COMPRESSIVE STRENCTH OF 3000 PSI. CONCRETE SHALL NOT BE DELIVERED TO JOBSTE WITH SLUMP GREATER THAN 6: WATER SHALL NOT BE ADDED AT THE JOBSTE. CONCRETE PUMP OPERATOR WILL MAKE SHALL NOT BE ADDED AT THE JOBSTE CONCRETE PUMP OPERATOR WILL MAKE SLUMP TESTS SHOULD BE PERFORMED AT THE JOBSTE BECAUSE THEY WILL ADD WATER FLASHES WHILE PUMPING. THIS IS NOT TRUE. SLUMP TESTS SHOULD BE PERFORMED AT THE JOBSTE BECAUSE THEY WILL ADD WATER AND THE CONCRETE SO TEIN DELIVERED WITH MUCH HIGHER SLUMP THAN APPROVED/SPECIFIED. WATER DOES NOT NEED TO BE ADDED FOR WORKING THE CONCRETE. THE WORKERS WANT THEIR JOBS TO BE EASY AT THE COST OF CONCRETE CRACKS THAT ARE NOT AT ALL NECESSARY IF WATER IS NOT EXCESSIVE. EXCESSIVE

EXCESSIVE.

CONCRETE MIX SHALL BE SUBMITTED TO ENGINEER FOR APPROVAL.

CURING COMPOUND SHALL BE ADDED IMMEDIATELY WHEN FINISHING IS CONCLUDED, WAITING

UNTIL THE ENTIRE POUR OPERATION IS COMPLETED MAY BE TO LONG, APPLYING THE

CURING COMPOUND MAY BE APPLIED IN SECTIONS IN ORDER TO APPLY THE CURING COMPOUND IN A TIMELY MANNER.
ALL CONCRETE EXPOSED TO WEATHER SHALL BE AIR ENTRAINED

10. REINFORCING STEEL SHALL BE ASTM A615 GRADE 60 WITH A305 DEFORMATIONS, DETAILED, FABRICATED AND INSTALLED PER ACI "MANUAL OF STANDARD PRACTICE FOR DETAILING

REINFORCING CONCRETE", ACI-318 LATEST REVISION.

11. WELDED SMOOTH WIRE FABRIC SHALL CONFORM TO ASTM-A185 12. REINFORCING STEEL MINIMUM COVERAGE UNLESS NOTED ON REBAR CHAIRS SHALL BE: FOOTINGS 3' BOTTOM, 4' SIDES & 2' TOP

3" FROM EARTH GRADE BEAMS 3" FROM VAPOR BARRIER SLAB

- 13. CHAMFER ALL EXPOSED EDGES 1/2" AT 35 DEGREES.
- 14. HOLES FOR DRILLED FOOTINGS SHALL BE PLUMB AND FREE OF ALL LOOSE MATERIALS AND WATER. CONCRETE AND REINFORCING SHALL BE PLACED IMMEDIATELY AFTER EXCAVATION.
- 15. PROVIDE CORNER BARS IN THE QUISIDE FACE OF EXTERIOR GRADE BEAMS TO MATCH THE HORIZONTAL STEEL, AT ALL RE-ENTRANT CORNERS PLACE 2-#4 x 4'-0" IN THE SLAB.
- 16. UNDERGROUND UTILITIES OR OBSTRUCTIONS ENCOUNTERED SHALL BE REMOVED, RELOCATED OR LEFT IN PLACE AS DIRECTED BY ENGINEER.
- 17. BARS DETAILED AS CONTINUOUS SHALL BE LAPPED AS INDICATED BELOW.

STEEL	TENSION LAP	HOOKED MEBAR
REBAR #	SPLICE LENGTH (IN)	DEVELOPMENT LENGTH (IN)
3	14	6
4	16	
5	22	45
	21	12
-	48	14
B	55	:6
9	6.2	18
10	69	20

- 18 ALL CONSTRUCTION SHALL CONFORM TO CURRENT CITY OF JURISDICTION BUILDING CODE. AND IRC 2018 WITH TEXAS REVISIONS
- 19 THE GENERAL CONTRACTOR SHALL EXAMINE THE MECHANICAL DRAWINGS FOR REQUIRED MECHANICAL WORK TO BE PLACED IN CONCRETE. THE CONTRACTOR SHALL NOTIFY AND RECEIVE PERMISSION FROM THE STRUCTURAL ENGINEER FOR THE PLACING OF SLEEVES.
- 20 ALL PIPES GOING THROUGH EXTERIOR GRADE BEAMS SHALL BE SLEEVED. ALL PIPES SHALL BE LCCATED AT MID DEPTH OF GRADE BEAM.
- 21. SIZE OF SLEEVES SHALL NOT EXCEED & OF OVERALL THICKNESS OF GRADE BEAM. SPACING OF SLEEVES SHALL NOT BE CLOSER THAN 3 DIAMETERS ON CENTER.
- 22. THE ENGINEER SHALL NOT BE LIABLE FOR ANY FOUNDATION REVISION OR CHANGES FROM THE ARCHITECTS. CONTRACTORS, OR OWNERS WITHOUT WRITTEN APPROVAL FROM THE
- 23. CURE ALL CONCRETE IMMEDIATELY AFTER FINISHING WITH APPROVED CHEMICAL CURING COMPOUND.

CLASS OF MATERIAL	LOAD-BEARING PRESSURE (PSF)
CLAY, SANDY, SILTY CLAY, CLAYEY SILT, SILT AND SANDY SILTCLAY (CL, ML, MH AND CH)	1,500

ENGINEER RECOMMENDS OBTAINING A GEOTECHNICAL REPORT TO DETERMINE SOIL CONDITION AND BEARING CAPACITY.

#### STRAIGHT SHAFT REINFORCEMENT **SCHEDULE**

SHAFT Ø	VERT REINF	THES	TOTAL NUMBER OF PIER
12"	4-#5	#3 •10" O.C.	2 NOS

### Inc.(713)528-1552 PH. (713)583-5028 FAX ineers, SUITE 11000 RICHMOND AVE., S HOUSTON, TEXAS 77042 aRam

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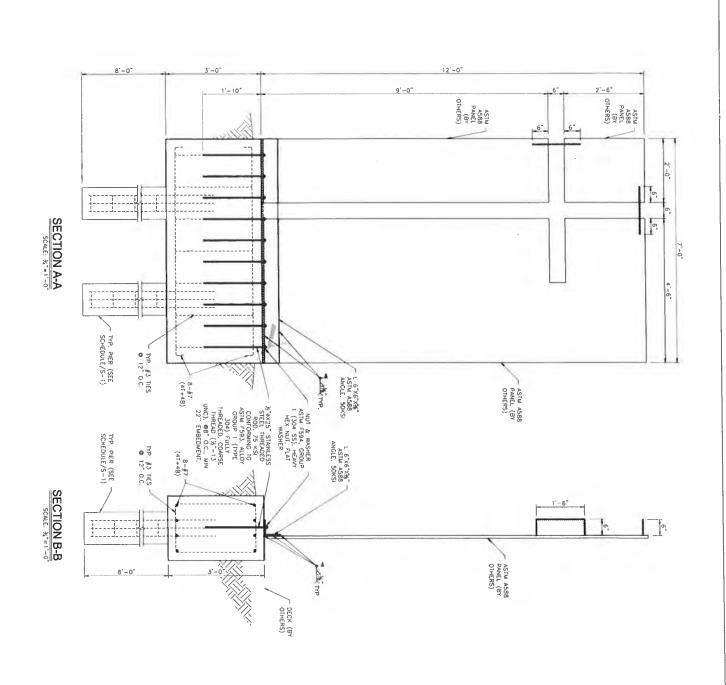
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FOUNDATION **PLAN** 



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	DATION		HARDIN	01/2025			X38			FOR REMEN	DESCRIPT	/ REVISI

# PROPOSED SCULPTURE/MONUMENT FOUNDATION AT

345 PINEY POINT RD, HOUSTON, TX 77024

# DaRam Engineers, Inc.

11000 RICHMOND AVE., SUITE 300 HOUSTON, TEXAS 77042

SUITE 300 (713)528-1552 PH. 2 (713)583-5028 FAX EMAL info@daramengineers.com

Copyright © Daram Engineers, Inc.
TEXAS FIRM REGISTRATION NUMBER F-9503

All Rights Reserved

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Consideration and possible action on an ordinance (ORD 2025.08-B) approving a

specific use permit (SUP) for the installation of a new columbarium at St. Francis

Episcopal Church.

### Agenda Item: 2

### **Background:**

Following the conclusion of the public hearing, the City Council may take action on the request by St. Francis Episcopal Church for approval of a Specific Use Permit (SUP) to allow the installation of a new columbarium within the Narthex area of the church's main building.

#### **Project Description:**

- Installation of ninety (90) niches, each measuring 10.5 x 10.5 inches.
- Niches will be sealed, with cremation remains placed in sealed containers prior to internment.
- The new columbarium will be identical in appearance and placement to the existing columbarium located in the main building.
- All work will be subject to applicable building permits and inspection requirements.

### **Staff Recommendation:**

Staff recommends approval of the Specific Use Permit, subject to the conditions outlined in the proposed ordinance. The proposed motion is as follows:

"I move to approve Ordinance No. 2025.08-B, granting a Specific Use Permit (SUP) to St. Francis Episcopal Church for the installation of a new columbarium inside the main church building, as described in the ordinance."

### **Attachments:**

Ordinance No. 2025.08-B Supporting documents (Scope of Work and Plans, Exhibit A)

#### ORDINANCE NO. 2025.08-B

AN ORDINANCE OF THE CITY OF PINEY POINT VILLAGE, TEXAS, IN ACCORDANCE WITH DIVISION 4 OF ARTICLE II OF CHAPTER 74 OF THE CITY'S CODE OF ORDINANCES, ESTABLISHING AND APPROVING ISSUANCE OF A SPECIFIC USE PERMIT FOR THE INSTALLATION OF A NEW COLUMBARIUM INSIDE THE MAIN CHURCH BUILDING OF THE ST. FRANCIS EPISCOPAL CHURCH; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION ANY **PROVISION HEREOF**; **AND PROVIDING OF FOR** SEVERABILITY.

\* \* \* \* \* \* \* \* \*

**WHEREAS**, the City of Piney Point Village ("City") finds it to be in the best interest of the health, safety, and welfare of its citizens to approve the following improvements on the St. Francis Episcopal Church Tract ("Tract") subject to certain conditions; now, therefore,

# BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE, TEXAS:

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

Section 2. The City hereby establishes and approves issuance of a specific use permit, as outlined by the terms of this Ordinance, to permit the installation of a new Columbarium, located in the Narthex Area inside the main Church building (called the "Improvements") on the Tract. Such Improvements are further described under the Project description below, as well as identified in the Detailed Scope of Work and Plans attached hereto as Exhibit A and made a part of this Ordinance hereof. City Council approval of the proposed Improvements provided for in this Ordinance is subject to adherence to the specifications

provided for in this Ordinance, obtaining applicable building permits, and other conditions provided for below:

The Project (New Columbarium Improvements)

- 1. The Improvements for the new Columbarium comprises the installation of ninety (90) niches, each measuring 10.5 x 10.5 inches in size. The niches shall be individually sealed, with all cremation remains located within sealed containers and placed into a designated niche. The new Columbarium will be identical and adjacent to the existing Columbarium located inside the main Church building.
- 2. St. Francis is not permitted to improve or use the Property for any other purpose than those authorized by this Ordinance or other prior authorization.

Section 3. Any person who intentionally, knowingly, recklessly, or with criminal negligence violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000.00 per offense. No penalty shall be greater or less than the penalty provided for the same or similar offense under the laws of the State of Texas. Each day of any violation shall constitute a separate offense.

Section 4. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Piney Point Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

<u>Section 5</u>. All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

	PASSED, APPROVED, AND ADOPTE	<b>D</b> this	day of	2025.
		Aliza Du	ıtt	
<b>.</b>		Mayor		
Attest:				
Robert	Pennington			
	dministrator / City Secretary			

### Exhibit A

Detailed Scope of Work and Plans New Columbarium



The Rev. Stuart A. Bates Rector

August 7, 2025

Mayor and City Council Members
Aliza Dutt, Mayor
Joel Bender, Mayor Pro Tem
Michael Herminghaus, City Council Member
Henry Kollenberg, City Council Member
Margaret Rohde, City Council Member
Jonathan Curth, City Council Member

City of Piney Point Village 7660 Woodway Suite 460 Houston, Texas 77063

**Dear Mayor and City Council Members:** 

St. Francis Episcopal Church, 345 Piney Point Road, City of Piney Point Village, Texas, is applying for a Specific Use Permit ("SUP") for additional columbarium niches to be located **inside** the church building in an area referred to as the narthex, in the hallway opposite the current columbarium and not visible from the street or walkways. No exterior work will be done, no drainage will be affected, and no trees will be disturbed. The current columbarium is reaching its capacity and thus there is a need for additional columbarium niches. Also, having a columbarium within a church allows parishioners to pay their respects to their loved ones when they attend church. The current columbarium was granted an SUP in 2018.

St. Francis Episcopal Church held a Meet and Greet / Open House on Saturday afternoon, June 7, 2025, from 4:00 to 5:00 p.m. at the church, 345 Piney Point Road. Thirty-four individual invitations were mailed on May 22, 2025, to the surrounding neighbors. There were no visitors. Additionally, another invitation to attend the June 26, 2025, Planning and Zoning Commission public hearing for the Specific Use Permit for an additional columbarium was mailed both by regular mail and certified mail return receipt requested to these same neighbors. The Planning and Zoning Commissioners recommended that the SUP application be advanced to the City Council.

The following is information about the proposed additional columbarium at St. Francis Episcopal Church:

The distances from the proposed additional columbarium to the streets/areas around the church are:

- The east property line (Piney Point Road) is 140 feet;
- The north property line (Cheska Hollow Subdivision) is 280 feet;
- The south property line (Ecclesia Church) is 310 feet; and
- The west property line (Habersham Subdivision) is 670 feet.

Mayor and City Council Members City of Piney Point Village Page Two August 7, 2025

A columbarium is not a cemetery. A columbarium is a depository for the cremains of the deceased. The cremation takes place at a licensed funeral home; **never** does a cremation take place at the church. The cremains are placed in a container at the funeral home and then sealed. The container is delivered to St. Francis Episcopal Church as part of the funeral service for the deceased. Following the service, the sealed container is interred in a niche in the columbarium, which is also sealed.

The proposed columbarium replicates the current columbarium, being 9 - 2" tall and 8 - 10" wide, and it has 90 new niches, each measuring 10%" by 10%".

The niches are **not** for sale. To obtain a niche in the columbarium, a person must be a member of St. Francis Episcopal Church, and various documents must be completed:

- There is an "application for interment rights to spaces(s) in the columbarium" which must be completed and then approved by the rector.
- Afterwards, there is a "certificate of interment rights" that is conveyed in consideration of the contribution of the reservation fee.
- Then, there are conditions of use that the grantee accepts and agrees to. Points in this document include
  what happens to the cremains in the columbarium should the church cease to exist. The Diocese of Texas
  owns the property on which St. Francis Episcopal Church stands, and it is the Bishop of the Diocese of Texas
  who will direct where the cremains will be transferred.
- Lastly, there is an "inscription order form" for the wording to be engraved on the tag on the niche.

Thank you for considering this SUP request from St. Francis Episcopal Church, and we look forward to our meeting with you. I will be at the meeting on August 25<sup>th</sup>, accompanied by Louise Richman and George Jumonville.

Peace and Grace,

The Rev. Stuart A. Bates

Rector

St. Francis Episcopal Church

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Consideration and possible action regarding the rejection of the lowest apparent

bidder for the Chapelwood Drainage Project Contract.

### Agenda Item: 3

### Applicant / Bidder:

SAPO Engineering Consultants LLC, 11200 Broadway St. Ste. 2743; Pearland, TX 77584.

### **Background:**

The City of Piney Point Village has received bids for the Chapelwood Drainage Project. While SAPO Engineering Consultants LLC submitted the lowest bid at \$158,550.00, it was ultimately not deemed the lowest responsible bidder. This decision was based on concerns regarding their timeliness, adherence to project guidelines, overall ratings, delays in their work, instances of substandard quality, and management inefficiencies. Feedback from clients highlighted issues such as inconsistent brickwork and inadequate lime stabilization, with several expressing that they would not consider hiring them again.

The bidder is given the opportunity to present evidence and arguments pursuant to Section 252.043(f-1) of the Texas Local Government Code.

### **Council Consideration:**

Following the close of the hearing, Council may take one of the following actions:

- Affirm the rejection of SAPO Engineering Consultants LLC, as the lowest apparent bidder, and proceed with award of contract to the next lowest responsible bidder; or
- Overturn the rejection and award the contract to SAPO Engineering Consultants LLC as the lowest responsible bidder.

### **Proposed Motion (if affirming rejection):**

"I move that the City Council affirm the rejection of SAPO Engineering Consultants LLC, as the lowest apparent bidder for the Chapelwood Drainage Project contract and award the contract to [Next Lowest Responsible Bidder] as the lowest responsible bidder."

Item No.	Description of Work					_	neering ts LLC		-	Und Oluti	derground ons	Engineers Estimate			
					Price		Amount		Price		Amount		Price		Amount
	GENERAL ITEMS														
1	Mobilization (max 3% of contract price), complete in place, the sum of:	L.S.	1	\$	4,435.00	\$	4,435.00	\$ 2	0,000.00	\$	20,000.00	\$	6,000.00	\$	6,000.00
2	Traffic Control and Regulation, complete in place, the sum of:	L.S.	1	\$4	0,000.00	\$	40,000.00	\$	8,500.00	\$	8,500.00	\$	12,000.00	\$	12,000.00
3	Storm Water Pollution Prevention Plan, complete in place, the sum of:	L.S.	1	\$ 1	0,000.00	\$	10,000.00	\$	4,525.00	\$	4,525.00	\$	1,000.00	\$	1,000.00
4	Remove and Replace Decorative Landscaping, including Flowers, Plants, Bushes, Rocks, and Associated Materials Within Landscaping Area, complete in place, the sum of:	L.S.	1	\$	2,000.00	\$	2,000.00	\$	3,495.00	\$	3,495.00	\$	2,000.00	\$	2,000.00
5	Full Depth Concrete Point Repair, including proper removal and disposal of concrete pavement and subgrade, full depth saw cut, subgrade, 12" Thick cement stabilized sand, proof rolling, 7" Thick Reinforced Concrete Pavement, including reinforcement, doweling into existing pavement, undercut/hedaer, joints, and grading, complete in place, the sum of:	S.Y.	30	\$	100.00	\$	3,000.00	\$	150.00	\$	4,500.00	\$	190.00	\$	5,700.00
6	Temporary Driveways, complete in place, the sum of:	EA.	4	\$	400.00	\$	1,600.00	\$	890.00	\$	3,560.00	\$	925.00	\$	3,700.00
7	Remove and Replace 6" Thick Reinforced Concrete Driveway, including proof rolling, subgrade, level up sand, and full depth saw cut, complete in place, the sum of:	S.Y.	100	\$	85.00	\$	8,500.00	\$	135.00	\$	13,500.00	\$	125.00	\$	12,500.00
	Swale and/or ditch regrading, including cut and fill as required to provide positive drainage to existing and proposed flowline elevations, per plans, complete in place, the sum of:	L.F.	200	\$	10.00	\$	2,000.00	\$	12.00	\$	2,400.00	\$	15.00	\$	3,000.00
9	24" Diameter Reinforced Concrete Pipe, ASTM C76, Class III Storm Sewer, Rubber Gasket Joints, All Depths, Cement Stabilized Sand Bedding and Backfill, complete in place, the sum of:	L.F.	270	\$	100.00	\$	27,000.00	\$	165.00	\$	44,550.00	\$	180.00	\$	48,600.00
10	Concrete Collar for connecting Proposed 24" Storm Sewer to Existing 24" Storm Sewer, complete in place, the sum of:	EA.	1	\$	1,000.00	\$	1,000.00	\$	800.00	\$	800.00	\$	900.00	\$	900.00
11	Type 'A' Storm Sewer Inlet, Including Bedding and Backfill, complete in place, the sum of:	EA.	6	\$	6,000.00	\$	36,000.00	\$	3,998.00	\$	23,988.00	\$	4,500.00	\$	27,000.00
12	Removal and Proper Disposal of Existing 18" Storm Sewer, including homemade inlets, grates, and any appurtenances, complete in place, the sum of:	L.F.	200	\$	15.00	\$	3,000.00	\$	19.00	\$	3,800.00	\$	20.00	\$	4,000.00
13	Remove and Dispose of Existing Type 'A' Inlet, including any appurtenances, complete in place, the sum of:	EA.	1	\$	750.00	\$	750.00	\$	900.00	\$	900.00	\$	600.00	\$	600.00
14	Trench Safety for All Storm Sewer Greater Than 5' Deep, Including Installation, Operation, and Removal, complete in place, the sum of:	L.F.	270	\$	5.00	\$	1,350.00	\$	5.00	\$	1,350.00	\$	5.00	\$	1,350.00
	6" PVC (C-900) Water Line Adjustment to include 30 L.F. of Water Line, Bends, Fittings, Testing, and 2-8" Wet Connections, complete in place, the sum of:	EA.	1	\$	2,000.00	\$	2,000.00	\$	125.00	\$	125.00	\$	7,500.00	\$	7,500.00
	C. I. W. A. I. CENIED A. I. IEDERAG					Φ.	440.005.00			<u></u>	405.000.00			<u></u>	405.050.00
	Sub Total GENERAL ITEMS					<b>\$</b>	142,635.00			\$	135,993.00			\$	135,850.00

				<u> </u>					I				
	TREE PROTECTION PLAN ITEMS												
16	Remove tree 12" to 29.99", complete in place, the sum of:	E.A.	2	\$	750.00	\$	1,500.00	\$	985.00	\$	1,970.00	\$ 2,200.00	\$ 4,400.00
17	Clearance prune tree, complete in place, the sum of:	E.A.	6	\$	200.00	\$	1,200.00	\$	950.00	\$	5,700.00	\$ 115.00	\$ 690.00
18	Install Tree Protection fence (up to 5,000 L.F.), complete in place, the sum of:	L.F.	400	\$	1.00	\$	400.00	\$	3.75	\$	1,500.00	\$ 8.00	\$ 3,200.00
19	Install Root Pruning Trench, complete in place, the sum of:	L.F.	40	\$	10.00	\$	400.00	\$	40.00	\$	1,600.00	\$ 10.00	\$ 400.00
	Sub Total TREE PROTECTION PLAN ITEMS					\$	3,500.00			\$	10,770.00		\$ 8,690.00
	SUPPLEMENTAL ITEMS												
20	Extra 1.5 Sacks of cement per Cubic Yard Added to 7" Concrete Pavement (Total of 7.0 Sacks/Cubic Yard), complete in place, the sum of:	S.Y.	30	\$	10.00	\$	300.00	\$	80.00	\$	2,400.00	\$6.00	\$180.00
21	Well Pointing for Storm Sewer Pipe, All Sizes, All Depths, including All Necessary Appurtenances, complete in place, the sum of:	L.F.	130	\$	5.00	\$	650.00	\$	5.00	\$	650.00	\$20.00	\$2,600.00
22	Wet Condition Bedding for Storm Sewer Pipe Installation, All Sizes, All Depths, consisting of Seal Slab Foundation, Filter Fabrics, and All Appurtenances, complete in place, the sum of:	L.F.	130	\$	5.00	\$	650.00	\$	30.00	\$	3,900.00	\$10.00	\$1,300.00
23	Installation and Removal of Piezometers, complete in place, the sum of:	EA.	1	\$	500.00	\$	500.00	\$	1,300.00	\$	1,300.00	\$100.00	\$100.0
24	Remove and Replace Type 'A' Inlet, including bedding and backfill, complete in place, the sum of:	EA.	1	\$	6,000.00	\$	6,000.00	\$	3,998.00	\$	3,998.00	\$4,500.00	\$4,500.00
25	Remove and Reset Brick Mailboxes, complete in place, the sum of:	EA.	1	\$	500.00	\$	500.00	\$	1,450.00	\$	1,450.00	\$2,300.00	\$2,300.00
26	PVC for yard drain connections (6"-8"), all depths, complete in place, the sum of:	EA.	6	\$	202.50	\$	1,215.00	\$	935.00	\$	5,610.00	\$800.00	\$4,800.00
27	Adjust short side water service line, from water main to meter box, complete in place, the sum of:	EA.	1	\$	1,000.00	\$	1,000.00	\$	900.00	\$	900.00	\$1,500.00	\$1,500.00
28	Adjust long side water service line, from water main to meter box, complete in place, the sum of:	EA.	1	\$	1,000.00	\$	1,000.00	\$	1,375.00	\$	1,375.00	\$2,000.00	\$2,000.00
29	Cement Stabilized Sand, complete in place, the sum of:	C.Y.	100	\$	6.00	\$	600.00	\$	27.00	\$	2,700.00	\$40.00	\$4,000.00
	Sub total SUPPLEMENTAL ITEMS					\$	12,415.00			\$	24,283.00		\$ 23,280.00
	TOTAL GENERAL ITEMS:					\$	142,635.00			\$	135,993.00		\$ 135,850.00
	TOTAL TREE PROTECTION ITEMS:					\$	3,500.00			<del>\$</del>	10,770.00		\$ 8,690.00
	TOTAL SUPPLEMENTAL ITEMS:					\$	12,415.00			\$	24,283.00		\$ 23,280.00
	TOTAL BASE BID (INCLUDING SUPPLEMENTAL ITEMS):					\$	158,550.00			<b>\$</b>	171,046.00		\$ 167,820.00
						Γ	oiff. btwn SAPO	and	Experts	\$		12,496.00	

and Experts \$ 12,496.00

Diff. btwn
SAPO and \$ (9,270.00) Experts and \$ 3,226.00
Eng Estimate Eng Estimate

TO: City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action on approval of the Council Meeting

Minutes.

Agenda Item: 4

### **Informational Summary**

The minutes from the regular council meeting held on June 23, 2025, is now available for review. The practice of approving minutes at the following meeting allows for corrections while events are recent, formalizes them as the official record in a timely manner, supports legal compliance and accountability, and aligns with principles of effective meeting management and governance.

### Recommendation

The staff recommends approval of the minutes from the council meeting held on June 23, 2025.

# MINUTES OF A CITY OF PINEY POINT VILLAGE REGULAR COUNCIL MEETING ON MONDAY, JUNE 23, 2025, AT 6:00 P.M. AT 7660 WOODWAY DR. SUITE 460, HOUSTON, TEXAS.

**Councilmembers Present:** Aliza Dutt, Michael Herminghaus, Henry Kollenberg, Joel Bender, Margaret Rohde (ZOOM), and Jonathan Curth.

**City Representatives Present:** Bobby Pennington, City Administrator; David Olson, City Attorney; Ray Schultz, Police Chief; Howard Miller, Chief; Gracie Moylan and John Peterson, City Engineering; and Annette Arriaga, Development Services Director.

### **Call To Order**

At 6:00 p.m., Mayor Aliza Dutt declared a quorum and called the meeting to order.

### Pledge of Allegiance

The Council led the Pledge of Allegiance to the United States flag.

### **Citizens Wishing to Address Council**

- Jonathan Williams proposed several potential enhancements for the courtyard at the Saint Francis campus facility. The planned improvements will involve removing more hardscape than is being added, and will feature updated irrigation, planting, and paving. There will be no significant changes to the use of the courtyard. Annette stated that they will go through the Special Use Permit (SUP) process.
- Kathryn Smyser (Wickwood) and Paula Tosh (Meadowick) to hear the status and options on tree root-ball removal.

#### **Agenda Items**

- 1. Administer the remaining oath of office for City Council Alderman Position 5.
  - Jonathan C. Curth, who occupies Position 5 as uncontested, was absent from the regular
     May meeting and was sworn in by the City Secretary immediately prior to the proceedings.
- 2. Consideration and possible action on approval of the Council Meeting Minutes held on May 27, 2025.
  - Councilmember Herminghaus proposed approving the minutes of the Council Meeting on May 27, 2025. Bender seconded the motion and carried with the following results:

AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

- 3. Consideration and possible action regarding the Memorial Villages Police Department: a)
  Update on activities.
  - Chief Schultz delivered the activity report. In May 2025, MVPD recorded 1,578 calls and incidents, including 948 House Watch checks and 718 traffic stops, resulting in 758 citations for 1,197 violations. There were 70 police reports, with one classified as an assault, six classified as property crimes (2 vehicle burglaries). Personnel expenses totaled \$2.46 million, and operating expenses were \$ 480K, leading to M&O expenditures of \$2.94 million.

- 4. Consideration and possible action regarding the Village Fire Department: a) Update on activities; b) VFD Budget; c) Proposed Amendments to the Village Fire Department By-laws; d) VFD Commission Packet.
  - Chief Miller presented the activity report, noting that Piney Point has had 139 incidents reported so far this year, with 25 in May. The average response time in the area is 5 minutes and 21 seconds. Key incidents include 29 fire alarms at churches or schools.
  - The final budget for the VFD fiscal year 2026 has been presented, totaling \$10,962,801. Out of this total, \$10,587,801 is allocated for assessments to the member cities. Additionally, it is understood that the cumulative contribution of \$375,000 from EMS revenue will be retained by the Department to help meet the overall budget requirements. The assessment for Piney Point Village totals \$2,223,438, which represents a 21% share of the department's total contribution requirement.
  - Councilmember Bender moved to approve the VFD budget for fiscal year 2026. Kollenberg seconded the motion, and the action carried as follows:

<u>AYES</u>: Herminghaus, Kollenberg, Rohde, and Curth.

NAYS: None.

- Proposed changes to the Village Fire Department By-Laws include updating the Chair rotation date, simplifying officer duties, and revising notice procedures. A two-thirds majority vote is needed for approval by the Commission. The changes are under discussion, and the commission will vote on its own bylaw changes without further action from the Council.
- 5. Consideration and possible action on City Engineering: a) Meadowick Drive Bayou Drainage Tree Roots; b) City-Wide Point Repairs Project; c) Blalock Storm Sewer Point Repairs; d) Chapelwood Court Drainage Improvements; e) Shadow Way Drainage Improvements Project.; f) PPV Windermere 24 Inch Outfall Repair Project; g) Engineers Report.
  - Regarding Meadowick Drive Bayou Drainage Tree Roots, HDR received feedback on the two tree root balls behind 1122 Meadowick Drive. The Harris County Flood Control District decided not to remove them due to erosion prevention. Lone Star Tree Removal also recommended against a complete removal due to concerns about erosion. Action (1): Councilmember Bender proposed retaining the tree root balls in their current locations while removing the surrounding brush and excess roots, with a quoted cost of \$3,000. Councilmember Curth seconded the motion with the following results:

<u>AYES</u>: Herminghaus, Kollenberg, Bender, Rohde, and Curth. NAYS: None.

Regarding the City-Wide Point Repairs Project, HDR received four quotes, with J. Rivas Construction submitting the lowest bid of \$32,950. Herminghaus concurred and suggested exploring agreements with the contractor for private street repairs outside the city's responsibilities. HDR and Olson will gather information from J. Rivas to assess this option. Kollenberg expressed concerns about the bid price and the scope of repairs, and there was discussion on possibly eliminating less critical line-item repairs that are more aesthetic than necessary. Action (2): Councilmember Herminghaus proposed to approve the city-wide point repairs quote, subject to an agreement on public and private streets, and the removal of the Robbins Drive line item. Councilmember Bender seconded the motion, resulting in the following outcome:

AYES: Herminghaus, Bender, Rohde, and Curth.

NAYS: Kollenberg.

- Regarding Blalock Storm Sewer Point Repairs, the council agrees to seek quotes for repairs.
- Regarding Chapelwood Court Drainage Improvements, the council agreed to initiate a formal bid process.
- Due to the costs exceeding expectations for the Shadow Way Drainage Improvements
   Project, no formal action was taken.
- HDR has submitted a proposal for engineering services regarding the repair of the 24-inch outfall at PPV Windermere. This project is critical, as it aims to address a deteriorating drainage system that is eroding into Buffalo Bayou, creating a risk to nearby properties. HDR will oversee the design, bidding, and construction management phases, while also collaborating with local authorities and property owners throughout the process. The scope of work includes realigning the storm sewer, stabilizing the banks, and removing trees. The estimated cost for construction is \$1.2 million, bringing the total project budget, including engineering services, to \$1,384,000. Action (3): Councilmember Bender proposed to approve the proposal for engineering services on the PPV Windermere 24 Inch Outfall Repair. Councilmember Kollenberg seconded the motion, resulting in the following outcome with Curth absent:

AYES: Herminghaus, Kollenberg, Bender, and Rohde.

NAYS: None.

 HDR responded to additional inquiries and shared details about the projects outlined in the monthly report.

- 6. Consideration and possible action regarding the Mayor's Monthly Report.
  - The mayor discussed the positive meeting on emergency preparedness with the County.
- 7. Consideration and possible action regarding the City Administrator's Monthly Report, including a) Financial Related Items; b) Updates regarding SUP, including status information or discussion of Ecclesia and Kinkaid; c) Discussion and action on the emergency response plan outlined in the revised Village Fire Department's Mayor's Emergency Management Guide and in the Piney Point Village Emergency Management Manual d) Discussion and action on the initial budget development for the upcoming Piney Point Village fiscal year 2026 budget.
  - The May 2025 financial report for Piney Point Village shows strong revenues of \$8.52 million, a 9.8% increase. Property taxes make up 83.1% of revenues, while expenditures total \$4.08 million. Current revenues exceed expenditure by \$4.44 million, but the year-end fund balance may decline due to upcoming projects. The Debt Service Fund revenue also remains solid at 99% of the budget.
  - The Council briefly discussed the clarification on the Kinkaid payments as outlined in the packet.
  - Councilmember Herminghaus moved to approve the TCO to Renaudin Builders LLC. for \$25,000. and BrooksWatson & Co. PLLC for \$12,592.13. Bender seconded the motion, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

8. Consideration and possible action on a resolution (RES. 2025.06) to approve a contract renewal with DRC Emergency Services for disaster debris clearance removal.

 Councilmember Bender moved to approve resolution (RES. 2025.06) to approve a contract renewal with DRC Emergency Services for disaster debris clearance removal. Herminghaus seconded the motion, and the action carried with the following results:

AYES: Herminghaus, Kollenberg, Bender, Rohde, and Curth.

NAYS: None.

- Consideration and possible action on a proposal with SAFEbuilt Texas LLC for inspection and development review services.
  - The Council has expressed its support for the overall agreement as a supplemental service; however, it has requested a thorough legal review of the contract. Furthermore, the Council has directed the staff to revise and resubmit the contract with the agreed-upon modifications by August.
- Discuss and consider possible action on future agenda items, meeting dates, and similar matters.
  - The Beautification Meeting is scheduled for July 14.
  - The Engineering Meeting has been rescheduled to June 16.
  - The Regular Council Meeting that was planned for July will be canceled due to the lack of a sufficient quorum. The items originally scheduled for the July agenda will be deferred until August. The budget workshop will be submitted for individual review by the council.

### **Executive Session**

- 11. The City Council will now hold a closed executive meeting pursuant to the provisions of Chapter 551, Texas Government Code, in accordance with the authority contained in: Section 551.071, Legal Consultation The City Council shall convene in a closed session as authorized under Section 551.071 of the Texas Government Code, to obtain confidential legal counsel from the City Attorney concerning matters that fall within the attorney-client privilege.
  - The council did not hold or request a closed executive session.
- 12. Consideration and possible action on items discussed in the Executive Session.
  - The council did not conduct a closed executive session; therefore, there are no actions or considerations to report.

#### Workshop

- A. Discussion of the Kinkaid School Partnership on the San Felipe Esplanade and Intersection Improvements, and Its Integration into the Beautification Committee's Strategic Development Plan.
  - A joint beautification plan for the esplanades was proposed, and a general design was presented for discussion.
  - The Council discussed the Kinkaid School Road intersection alignment, including the potential addition of a double left-turn lane. An updated traffic study is anticipated, and HDR will review it to assess the necessity of further left-turn modifications.
  - Curth has requested that we communicate with Kinkaid to seek their collaboration with the
     County on behalf of the city. The objective of this collaboration is to explicitly define the

responsibilities associated with the roadway as a Harris County roadway and to confirm that the City shall not be held liable for any areas within this designated right-of-way.

- B. Discuss the emergency response plan outlined in the revised Village Fire Department's Mayor's Emergency Management Guide and in the Piney Point Village Emergency Management Manual.
  - The emergency response plan was presented to the council as the revised Village Fire Department's Mayor's Emergency Management Guide and in the Piney Point Village Emergency Management Manual.
- C. Discuss the initial budget development for the upcoming Piney Point Village fiscal year 2026 budget.
  - The council was informed that the initial budget development process for Piney Point Village's fiscal year 2026 is currently in progress. The proposed budget is expected to be presented to the council in July. Council members will have the opportunity to provide comments and suggest revisions to the staff before the submission of a revised version in August.

### <u>Adjournment</u>

**City Administrator / City Secretary** 

- Councilmember Bender made a motion for adjournment, seconded by Councilmember Rohde.
- Mayor Dutt adjourned the meeting at 8:14 p.m.

PASSED AND APPROVED on this 25th day of August 2025.

	Aliza Dutt	
	Mayor	
Robert Pennington		

TO: City Council

VIA: R. Schultz, Police Chief

MEETING DATE: August 25, 2025

SUBJECT: Discuss and take possible action regarding the Memorial Villages Police

Department.

### Agenda Item: 5

This agenda item is for the City Council to receive the monthly report from the Memorial Villages Police Department (MVPD) and hear updates on public safety activities affecting Piney Point Village and the Villages as a whole. The report provides details on call volume, house watch checks, traffic enforcement, criminal incidents, and department operations.

### **Activity Review - July 2025**

- ▶ Piney Point Village Activity:
  - o Calls/Incidents: 2,769 (YTD 12,164)
  - o House Watch Checks: 2,194 (YTD 8,440)
  - o Traffic Accidents: 1 accident
  - Traffic Enforcement: 287 citations, 255 warnings (total 542)
  - o Police Reports: 25 reports filed in Piney Point
  - o Response Time: Average response for Piney Point was 5:38 minutes on priority calls.
  - o Identity theft case tied to a Piney Point resident expanded into a multi-state organized crime ring.
  - MVPD house watches included coverage for Piney Point families impacted by the Camp Mystic floods.
- ▶ Criminal Activity:
  - o Crimes Against Persons (MVPD total): 2 assaults (domestic violence)
  - Crimes Against Property (MVPD total): 9 cases, including 2 vehicle burglaries and 5 fraud/ID theft cases.
  - Petty/Quality of Life Crimes (MVPD total): 88 incidents, including 21 warrant arrests, 13 accidents, 2 trespassing cases, and 19 towed vehicles.
- ▶ Budget Snapshot (YTD):
  - o Personnel: \$3.6 million (53.3% of budget)
  - o Operating: \$670,000 (51.8% of budget)
  - M&O Total: \$4.26 million (53.1% of budget)

### Recommendation:

Based on the reporting provided, no action is necessary.





Raymond Schultz Chief of Police

August 11, 2025

TO: **MVPD Police Commissioners** 

FROM: R. Schultz, Chief of Police

REF: July 2025 Monthly Report

During the month of July, MVPD responded/handled a total of 10,565 calls/incidents. 8,162 House Watch checks were conducted. 1053 traffic stops were initiated with 1079 citations being issued for 1,717 violations. (Note: 35 Assists in Hedwig, 223 in Houston, 5 in Spring Valley and 0 in Hillshire)

### Calls/Events by Village were:

Village	Calls/YTD	House Watches/YTD	Accidents	Citations	Response Time
Bunker Hill:	3651/14709	2809/10448	3	362/229/591	5@3:01
Piney Point:	2769/12164	2194/8440	1	287/255/542	2 3@5:38
Hunters Creek:	3819/16871	3139/12304	9	325/257/582	2 7@3:29
			Cit	es/Warn/Tota	1 15@3.42

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

Call Type	#	Call Type	#	Citations	#
False Alarms:	135	Ord. Violations:	18	Speeding:	272
Animal Calls:	20	Information:	16	Exp. Registration	466
ALPR Hits:	33	Suspicious Situation	70	Ins	207
Assist Fire:	63	Loud Party	13	No License	135
Assist EMS:	28	Welfare Checks:	12	Stop Sign	37
Accidents:	13			Fake Plate	36

This month the department generated a total of 99 police reports. BH-33, PP-25, HC-31, HOU-0, HED-0, SV-0

Crimes Against of Persons	(2)		
Assault - DV	(2)		
	(0)		
Crimes Against Property	(9)		
Burglary of a Vehicle	2		
ID Theft/Fraud	5	Theft	2
Petty/Quality of Life Crimes/Eve	ents (88)		
ALPR Hits (valid)	3	Towed vehicles	19
Accidents	13	DWI	1
Warrants	21	Dog Bite	1
Trespassing	2	Misc	28
Arrest Summary: Individuals Ar	rested (27)		
	<del></del>	DIVI	1
Warrants	21	DWI	1
Class 3 Arrests	4	Felony	1

Budget YTD:	Expense	Budget	<u>%</u>
<ul> <li>Personnel Expense:</li> </ul>	3,595,714	6,744,765	53.3%
<ul><li>Operating Expense:</li></ul>	670,322	1,292,201	51.8%
<ul> <li>Total M&amp;O Expenditures:</li> </ul>	4,266,036	8,036,966	53.1%
<ul><li>Capital Expenses:</li></ul>	185,561	170,000	109.2%
• Net Expenses:	4,451,597	8,206,966	54.0%

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

### Personnel Changes/Issues/Updates

All positions are filled, and Officer Taylor continues on long-term disability status.

### Major/Significant Events

On July 2, 2025, the Shell station located on the Katy Freeway Service Road was burglarized. MVPD detectives were able to utilize the ALPR system and identify the suspect's getaway vehicle. Through investigation detectives were able to identify a suspect who currently works in the constables office (civilian).

On July 10, 2025. Parol officers stopped a car for displaying the incorrect license plate. After conducting their investigation, officers located a key fob duplicator device inside of their vehicle along with other tools used to steal vehicles. The driver of the car was arrested and charged with multiple offenses.

A CID investigation that started with an identity theft case of a village resident has now morphed into a multi-state organized crime ring involving identity theft, fraudulent credit card purchase and gift card fraud. Thanks to the work of MVPD detectives multiple cases across the country are being linked to the 2 female suspects who reside in Florida and Ohio.

### Status Update on Major Projects

The SB224 Grant request approval process has been finalized, and funding was approved for the MVPD for FY26. The funding will provide monies for additional ALPR's, software enhancements and for the creation of a virtual Auto Crime Task Force.

### Community Projects

Officers worked the July 4<sup>th</sup>, VIF parade and saw a strong community turnout for the annual event.

MVPD placed house watch patrols on the homes of victims and relatives of the victims of the July 4<sup>th</sup>, Camp Mystic floods.

MVPD hosted 2 summer RAD classes this month for residents.

### V-LINC new registrations in July +30

BH - 1768(+9)

PP - 1250 (+11)

HC - 1752 (+8)

Out of Area -649(+2)

### 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	42:22:02	29:53:31	32:09:53						8	58
BAKER, BRIAN C	*	0:00:00	0:00:00	0:00:00	0:06:14	0:02:57	0:23:02	0:24:56							
BALDWIN, BRIAN	*	13:28:18	8:14:01	2:57:41	1:55:45	13:44:30	2:44:34	15:32:04							1
BIEHUNKO, JOHN		15:40:14	20:12:21	19:06:35	19:51:57	19:44:41	18:46:34	29:08:25						2	43
BOGGUS, LARRY	*	1:35:53	6:18:55	0:48:52	1:23:13	6:30:40	0:34:48	0:00:00							
BURLESON, Jason		14:32:02	19:35:41	21:07:05	14:17:04	17:42:55	18:31:22	24:53:25						4	27
BYRD, Rachied		24:40:42	15:36:41	20:04:53	23:40:39	21:03:18	35:33:24	37:37:56						5	51
CANALES, RALPH EDWARD		22:07:13	10:22:31	20:43:33	14:59:47	23:02:31	20:26:59	25:18:51						5	16
CERNY, BLAIR C.	*	14:55:06	15:00:00	1:21:43	3:11:06	3:16:01	0:10:55	4:52:17							
DEADY, David								33:10:36						7	35
GONZALEZ, Jose		24:24:08	28:28:50	29:28:35	18:58:29	14:37:04	28:33:59	16:54:01							25
HARWOOD, NICHOLAS		16:57:08	10:48:24	22:33:30	14:42:32	16:35:17	34:45:16	39:27:05						16	66
JARVIS, RICHARD		21:10:56	21:08:48	15:51:34	29:12:50	20:02:53	23:27:49	17:54:53						4	112
JOHNSON, JOHN		23:42:56	19:58:30	27:57:20	19:07:51	20:55:03	34:11:54	28:11:20						1	47
JONES, ERIC	*	0:06:21	0:00:00	0:00:00	0:00:00	0:00:00	0:24:26	0:00:00							
KING, JEREMY		5:57:30	13:03:05	18:08:53	14:53:14	16:02:45	25:22:39	30:54:03						1	61
KUKOWSKI, Andy		27:54:59	30:25:51	29:13:07	19:52:30	12:32:10	27:59:32	16:38:03						5	61
MCELVANY, ROBERT		12:22:39	9:57:54	12:10:12	11:00:01	8:14:49	12:25:07	6:37:20						2	27
MILLARD, Shaneca		20:53:11	32:48:34	25:29:07	15:28:00	8:34:05	34:38:51	31:52:01						6	54
ORTEGA, Yesenia		22:55:16	17:40:40	21:12:41	14:05:43	18:04:24	27:22:29	26:22:41						2	27
OWENS, LANE	*	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00							
PALMINO, Michelle				10:38:00	24:25:22	24:24:15	36:26:16	43:40:16						8	47
PAVLOCK, JAMES ADAM		7:43:45	7:56:16	12:53:27	23:05:58	2:06:59	16:00:21	19:41:57						7	118
RODRIGUEZ, CHRISTOPHER	*	10:19:28	14:35:05	3:16:51	2:01:05	2:13:44	1:44:02	0:02:50							
RODRIGUEZ, JOSE		27:31:06	11:49:13	24:54:38	22:35:05	20:59:26	32:09:20	27:04:24						4	53
RODRIGUEZ, REGGIE		14:07:24	21:31:06	2:58:20	15:25:29	12:51:06	37:04:02	37:29:27						4	25
SCHULTZ, RAYMOND	*	0:00:00	3:10:17	0:00:00	0:11:38	0:00:00	0:00:00	0:00:00							
SILLIMAN, ERIC		8:34:26	16:17:47	19:46:53	10:07:19	25:33:47	25:47:13	13:07:41						4	46
SPRINKLE, MICHAEL		12:49:34	10:54:59	16:40:21	13:21:10	13:13:25	7:50:26	37:52:39						1	23
TAYLOR, CRAIG		9:23:28	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00							
VALDEZ, JUAN		17:17:57	20:02:32	15:37:24	22:33:47	14:26:46	24:35:38	18:28:58						1	21
WHITE, TERRY		23:11:18	23:24:40	47:08:37	29:09:20	8:46:53	24:59:31	32:26:17						2	35
	* =	Admin		•	•		•					•	Total	99	1079

Dispatch Committed Time										
911 Phone Calls	200	206	408	272	350	276	212			
3700 Phone Calls	2279	2418	2451	2622	2300	2198	2005			
DP General Phone Calls*	77:37:45	58:37:23	54:42:51	58:01:59	56:06:04	51:31:26	47:09:40			
Radio Transmissions	8293	9138	10095	11342	10315	10590	10113			1

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

# MVPD – VFD Monthly Response Times Report July 2025

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

 Total
 8@3:36

 Bunker Hill
 3@3:38

 Piney Point
 2@3:30

Hunters Creek 3@3:34

### EMS Only

 Total
 7@3:42

 Bunker Hill
 3@3:38

 Piney Point
 1@4:01

 Hunters Creek
 3@3:34

### Fire Only

 Total
 1@2:59

 Bunker Hill
 0@0:00

 Piney Point
 1@2:59

 Hunters Creek
 0@0:00

### Radio

 Total
 21@3:17

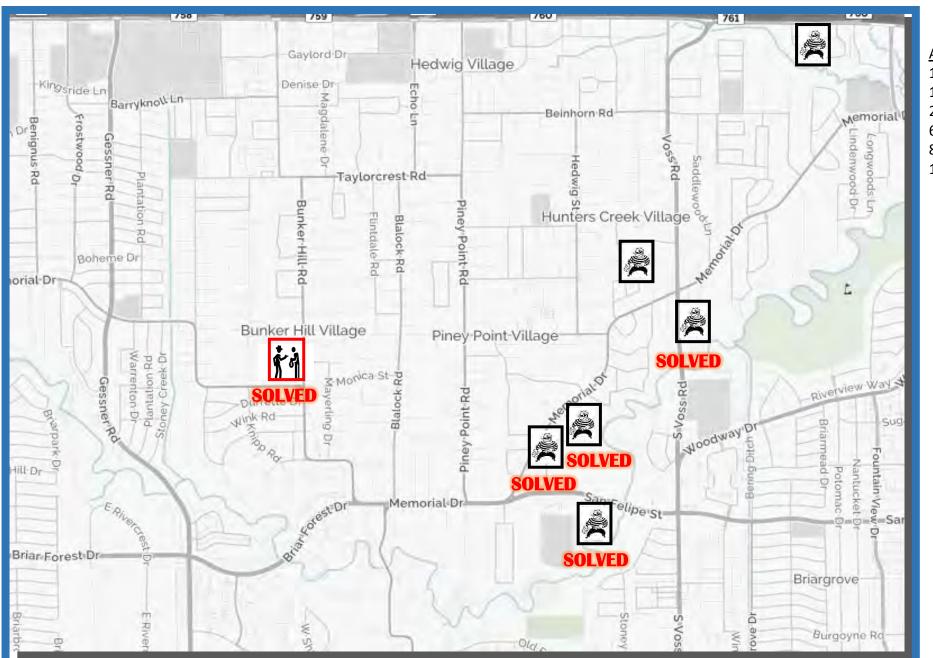
 Bunker Hill
 4@3:01

 Piney Point
 9@3:35

 Hunters Creek
 8@2:21

# 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	1	6	63	70	23	5615	3745	1876	1177	1578	948	2397	1612
June	1	10	72	83	20	8367	6201	3048	2293	1914	1362	3146	2539
July	2	9	88	99	27	10,565	8162	3651	2809	2769	2194	3819	3139
August													
September													
October													
November													
December													
Total	7	61	454	522	150	45110	31214	14709	10448	12164	8440	16871	12304
2024 Totals	13	117	731	863	196	74417	55558	24548	19569	19598	14461	27723	21515
Difference													
% Change													



# 2025 Burglary Map

<u>Address</u>	<u>Alarm</u>	<u>POE</u>
11014 Wickwood	N	<b>Rear Window</b>
11119 Meadowick	N	<b>Rear Window</b>
22 Farnham Park	Υ	Crtyd Window
628 Voss Road	Ν	Rear Door
8525 Katy FWY	Υ	Side Window
10906 Timberglen	Υ	Rear Door

# 2025 Robberies

Address MO 300 Gentilly Pl Jugging



**Daytime Burglary** 



Nighttime Burglary



Robbery





### 760 761 Gaylord Dr Hedwig Village **F** Kingsride Ln Denise Dr **SOLVED** Barryknoll-Ln-Beinhorn Rd Voss'Rd Taylorcrest-Rd **SOLVED** Hunters Creek Village Boheme Dr norial-Dr Bunker Hill Village Piney-Point-Village Riverview Way 4 Gessner Rd Durrette Dr Wirk-Rd-Hill-Dr-**SOLVED** San Fallpe'St stor Memor amor **SOLVED** Daytime Burglary SOLVED Briargrove Nighttime Burglary Burgoyne Rd

# 2025 Auto Burglary Map

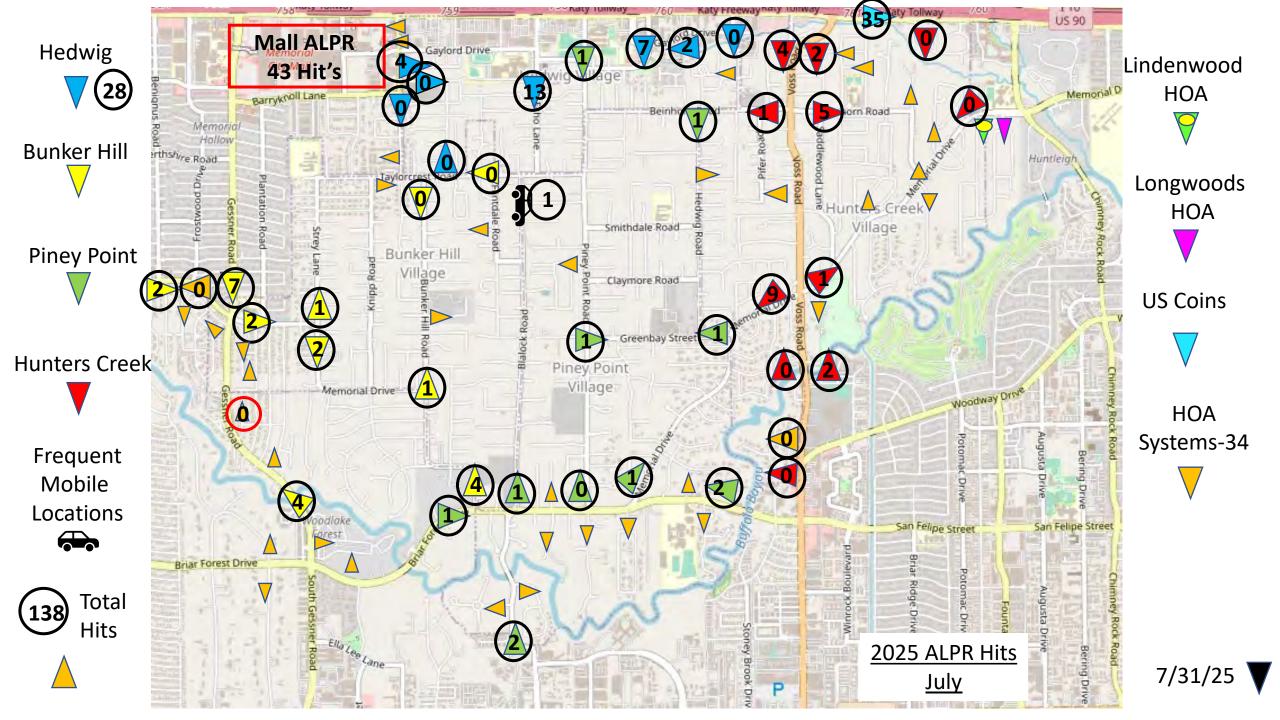
Address	POE
533 Dana Lane	UNL
347 Hunters Trail	UNL
110 Radney	UNL
1000 Riverbend	UNL
500 Strey (2)	UNL
724 E. Creekside	UNL
10726 Old Coach Ln	WIN
305 Maylerling	UNL
11723 Wood Ln	UNL
201 KinKaid School Rd	WIN
11215 Tyne Ct.	UNL
1112 Riverglyn	UNL
211 Stoney Creek	UNL
2 Patrick Ct	UNL
243 Stoney Creek	UNL

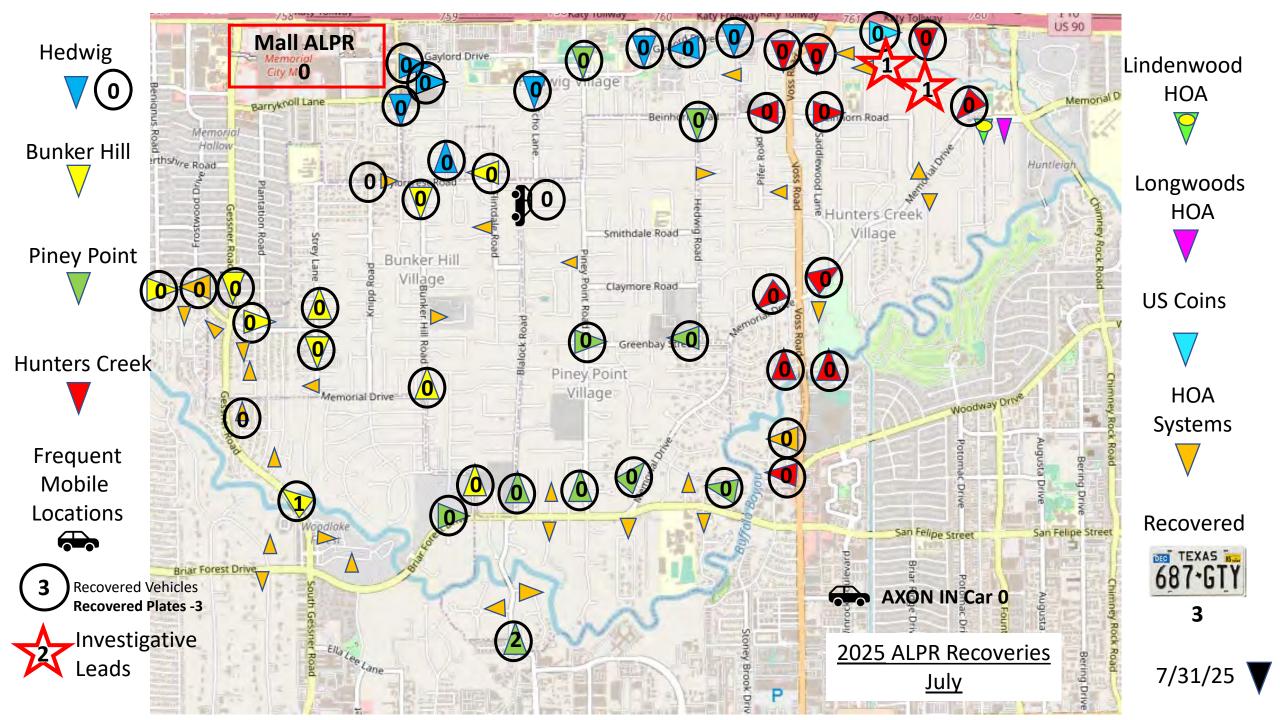
### Contractor

### Lock/Win Punch

\* Jugging

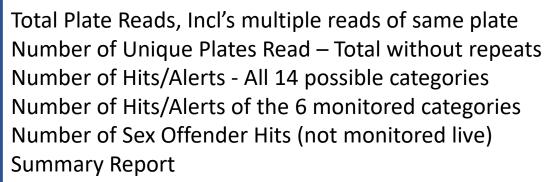








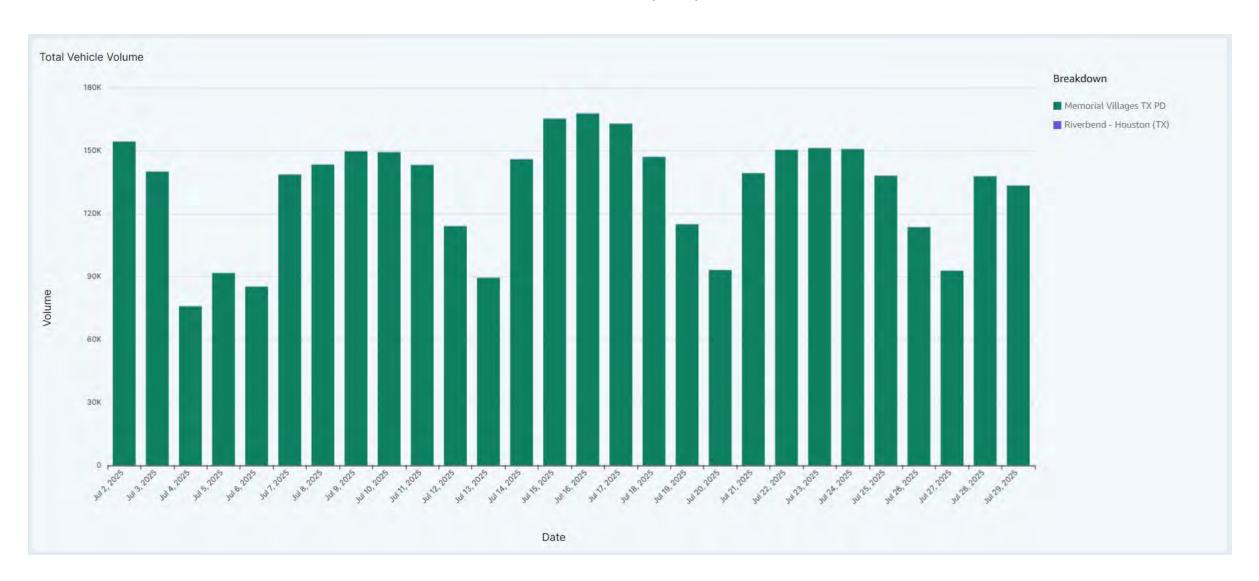
# July 2025 ALPR REPORT



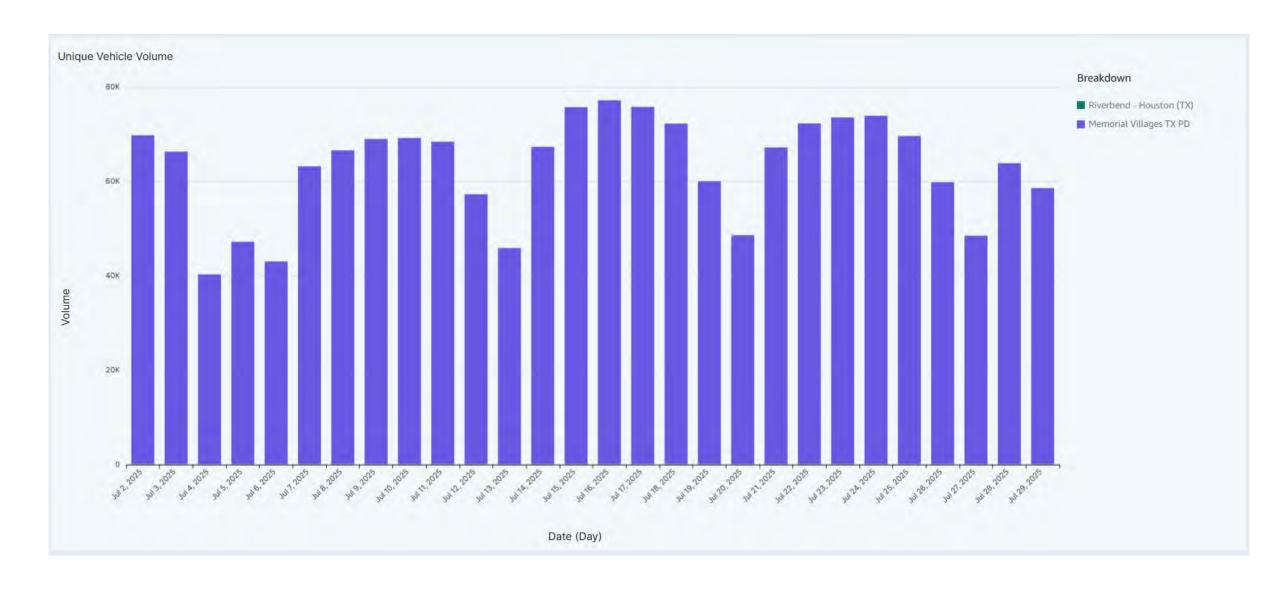
Total Hits-Reads/total vehicles passed by each camera

# 2025 ALPR Data Report

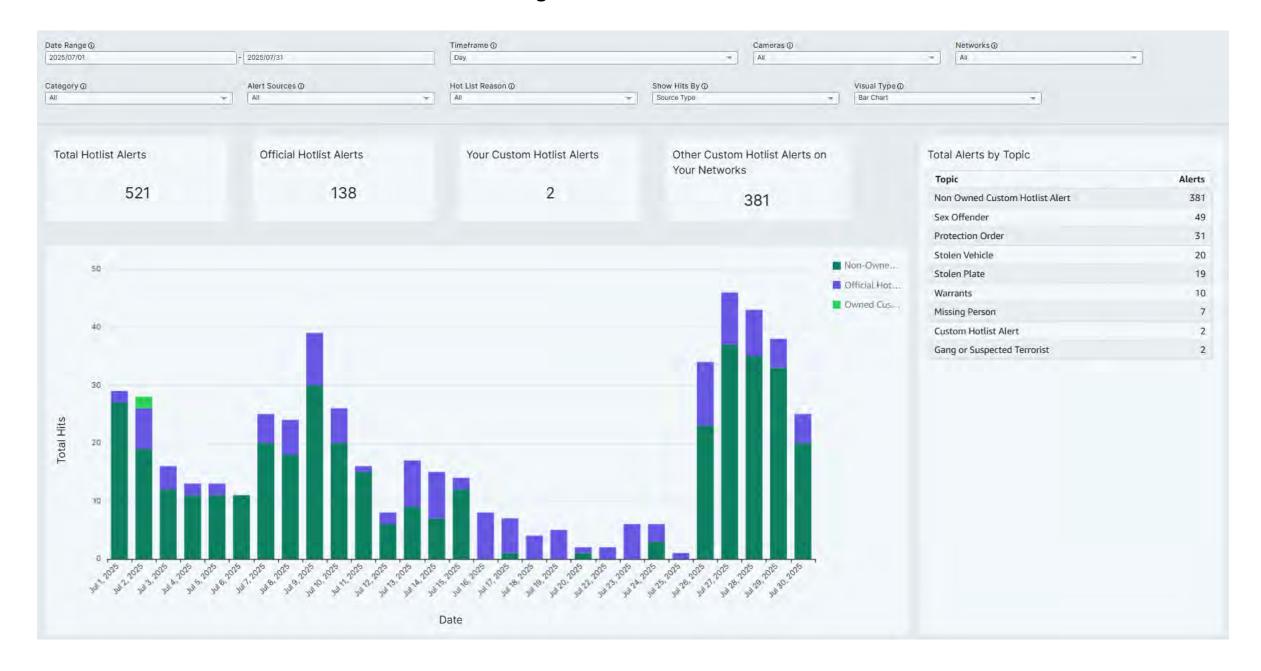
Total Reads 3,681,387



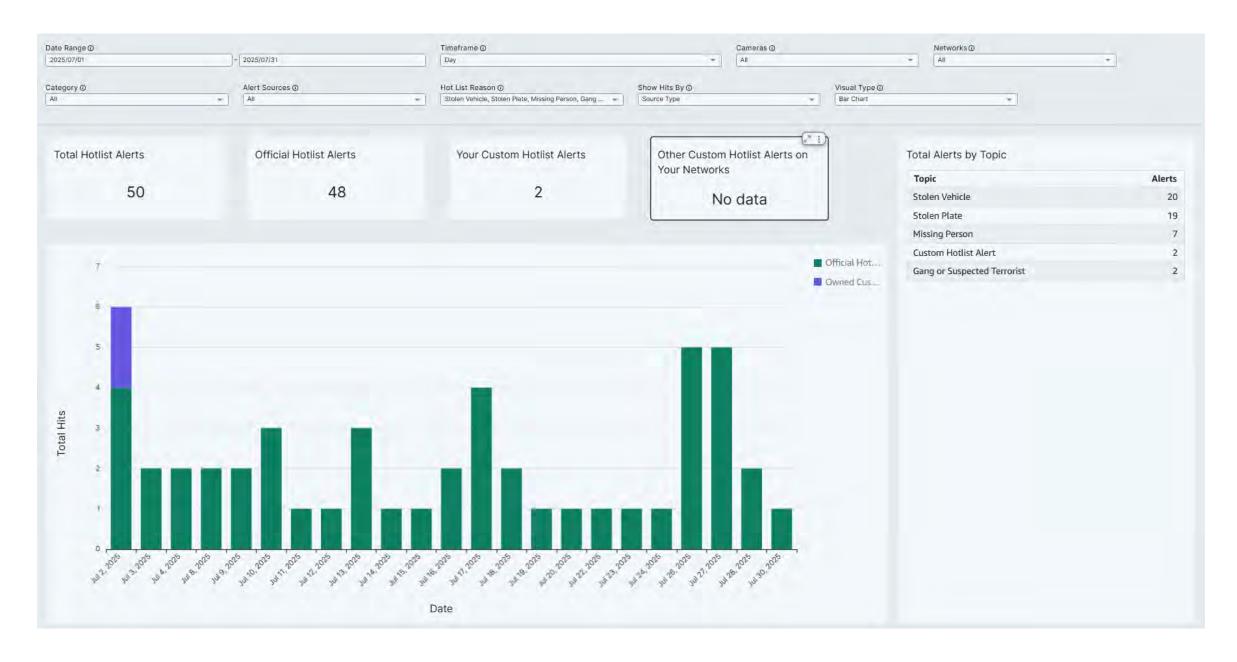
# Unique Reads – 1,770,616



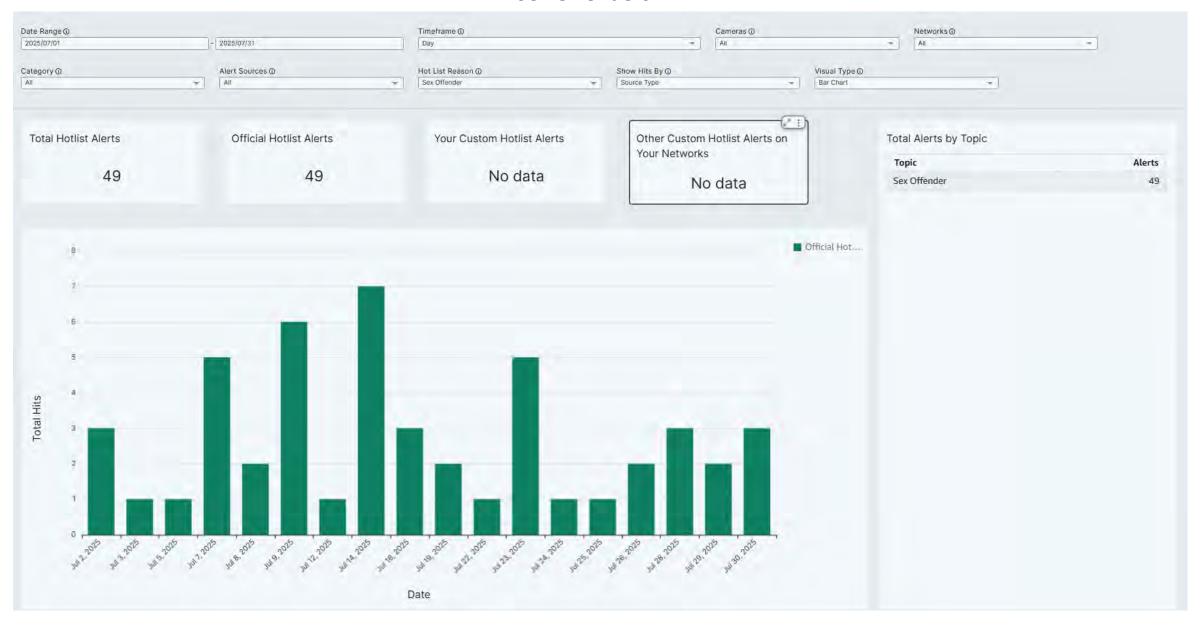
# All Categories – All Hotlists



Top 6 Categories



### **Sex Offenders**



# **Summary Report**



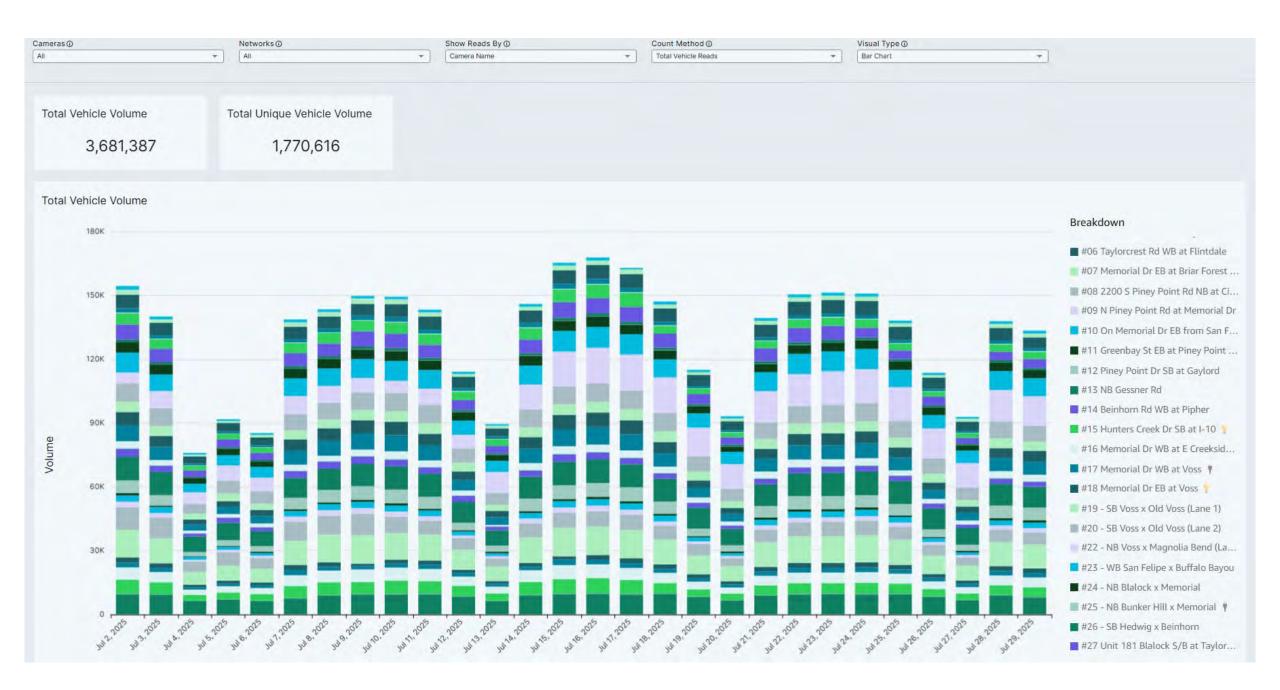
#1 Gessner S/B at Frostwood	#15 Hunters Creek Drive S/B at I-10
#2 Memorial E/B at Gessner	#16 Memorial W/B at Creekside
#3 NO ALPR - Future Location	#17 Memorial W/B at Voss
#4 Memorial N/B at Briar Forrest	#18 Memorial E/B at Voss
#5 Bunker Hill S/B at Taylorcrest	#19 S/B Voss at Old Voss Ln 1
#6 Taylorcrest W/B at Flintdale	#20 S/B Voss at Old Voss Ln 2
#7 Memorial E/B at Briar Forrest	#21 N/B Voss at Magnolia Bend Ln 1
#8 2200 S. Piney Point N/B	#22 N/B Voss at Magnolia Bend Ln 2
#9 N. Piney Point N/B at Memorial	#23 W/B San Felipe at Buffalo Bayou
#10 Memorial E/B at San Felipe	#24 N/B Blalock at Memorial
#11 Greenbay E/B Piney Point	#25 N/B Bunker Hill at Memorial
#12 Piney Point S/B at Gaylord	#26 S/B Hedwig at Beinhorn
#13 Gessner N/B at Bayou	#27 Mobile Unit #181
#14 Beinhorn W/B at Pipher	#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	41	Sum of Volume
#22 - NB Voss x Magnolia Bend (Lane 2)		320869
#07 Memorial Dr EB at Briar Forest 💡		303420
#13 NB Gessner Rd		277321
#01 Gessner SB at Frostwood Elementary 9	9	235874
#23 - WB San Felipe x Buffalo Bayou		220461
#20 - SB Voss x Old Voss (Lane 2)		211595
#08 2200 S Piney Point Rd NB at City Limit		183505
#17 Memorial Dr WB at Voss 🟺		165046
#31 EB Memorial Dr near Tealwood		154670
#27 Unit 181 Blalock S/B at Taylorcrest		148484
#02 Memorial Dr EB at Gessner		140078
#12 Piney Point Dr SB at Gaylord		139249
#18 Memorial Dr EB at Voss 💡		134386
#04 Memorial Dr NB at Briar Forest 🖞		130441
#19 - SB Voss x Old Voss (Lane 1)		121680
#28 MVPD Station S/B Memorial Drive		112884
#24 - NB Blalock x Memorial		109725
#16 Memorial Dr WB at E Creekside Dr 💡		75923
#14 Beinhorn Rd WB at Pipher		72506
#10 On Memorial Dr EB from San Felipe		66016
#09 N Piney Point Rd at Memorial Dr		53527
#06 Taylorcrest Rd WB at Flintdale		53029
#05 Bunkerhill Rd SB at Taylorcrest		51961
#32 WB Greenbay @ Memorial Dr		46086
#30 EB Beinhorn Rd @ Voss Rd		44361
Strey NB at Memorial 🟺		33557
#26 - SB Hedwigx Beinhorn		30581
#11 Greenbay St EB at Piney Point Rd		23954
#29 - Riverbend Main Entrance 🖞		6274
#15 Hunters Creek Dr SB at I-10 💡		5249
#01 Inbound, Riverview Way, EB		4300
#25 - NB Bunker Hill x Memorial 🟺		1556
C#001 Voss Rd @ Memorial Dr		1456
P#002 - NB Voss x Magnolia Bend (Lane 2)		1363
Grand Total		3681387

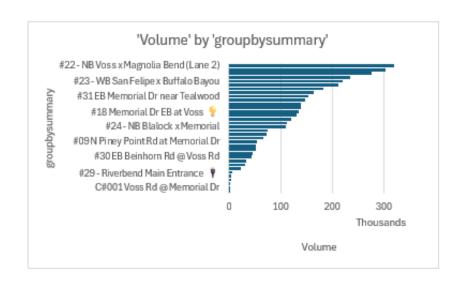
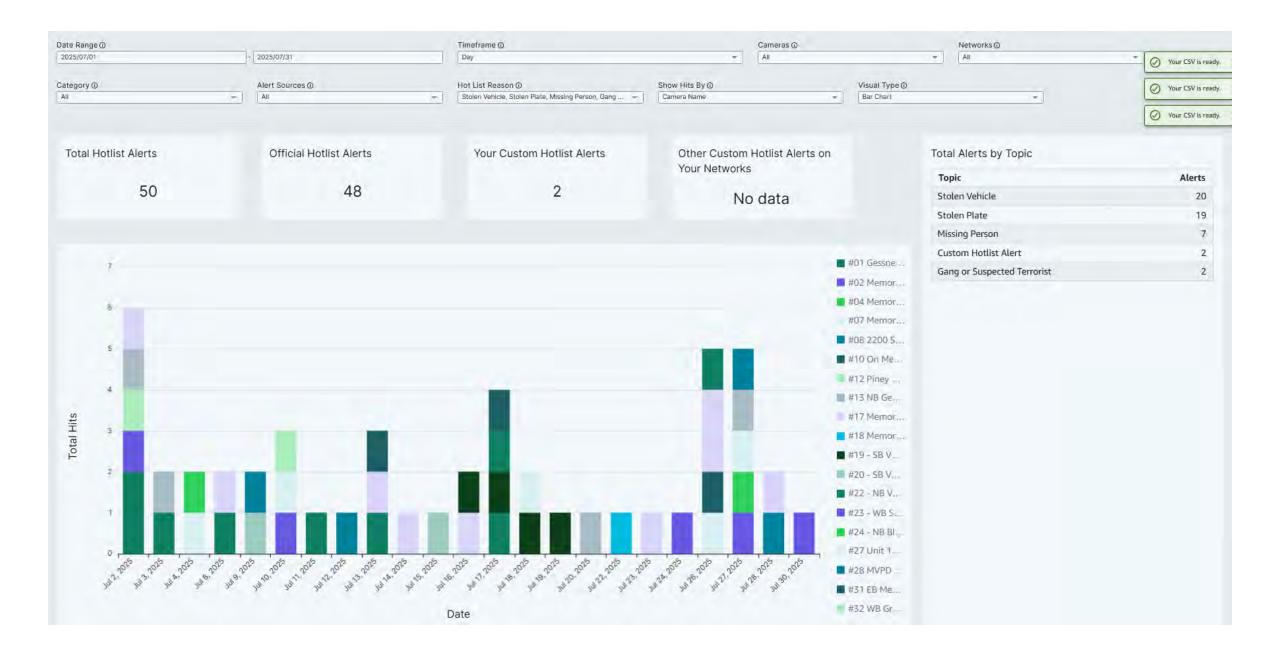
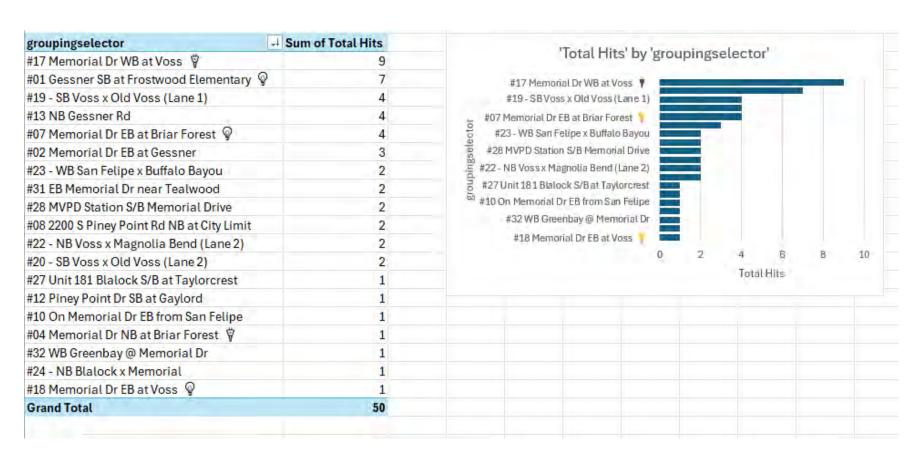


Plate Reads By Location



# Hits By Camera



Total Reads – 3,681,387

Unique Reads – 1,770,616

Hits- 138

6 Top Hits – 50

Hotlist - 2

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

ALPR Recoveries									
Num	Plate	Vehicle	Loc		Val	Links	Date		
1	PXF1974	GMC1500	19		23,000.00		26-Jan		
2	QFL8875				18,000.00		8-Feb		
3	VMB3486		7		14,000.00		28-Feb		
4	VRG3269	Dodge Van /		\$	12,000.00	Civil	2-Apr		
5	VNH7261				26,000.00		9-Apr		
6	TSR5165	Chev Mal	21		14,000.00	Fugitive	18-Apr		
7 8	RGY0145 VGM9424	HynElan Jeep	13 8		12,000.00 16,000.00	Fraud	18-Apr 19-Apr		
9		Dodge PU			15,000.00		7-May		
10	WFV7059	Chev Came	8		19,000.00		1-Jul		
11	LDP1262	Hyn SF	13		17,000.00	Stoiciiiiate	7-Jul		
12	DSR9786	Chev PU	8		19,000.00		12-Jul		
13	TBS9667	Chev Imp	19			Repo	4-Aug		
14	AE58287	U-Haul	1	\$		Theft Suspects	8-Aug		
15							_		
16									
17									
18									
19									
20									
21									
22									
23									
24 25									
26									
27									
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48 49									
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56									
57									
58									
59									
60									
61									
62									
63									
64									
65									
66									
67				ć	220,000,00				

\$ 230,000.00

			Plate Recoveries	5		
Plate Recove	Date	Links		Plate Recov	Date	Links
L45DV23	1/8/2025	Owner		VXC2574	6/19/2025	Owner
/TZ8521	1/11/2025	Iss in error		TWT6476	7/14/2025	Owner
CWD6304	1/13/2025	Owner		TKT0457	7/16/2025	Owner
3C5978J	1/20/2025	Owner		TFT6680	7/18/2025	Arrest
LC3218L	1/21/2025	Cited		3C5978J	8/2/2025	Cited
3C5978J	1/30/2025	Cited				
LC3218L	2/5/2025	Cited				
GP0123	2/8/2025	Owner				
2CO804K	2/13/2025	Cited				
NDH2477	2/13/2025	Owner				
GDB2168	2/19/2025	Owner				
SBB0616	2/20/2025	Cited				
1C9606H	3/3/2025	Cited				
5056V12	3/18/2025	Cited				
/KD0271	3/30/2025	Owner				
NCL7284	4/17/2025	Owner				
TLC4667	4/18/2025	Owner				
7667A35	5/1/2025	Owner				
7712V35	5/9/2025	Owner				
/JY3400	5/13/2025	Owner				
TMN0703	6/8/2025	Owner				
NBG5697	6/16/2025	Owner				

Firearm in vehicle
Temp Tag 

Vehicle found to be Stolen

Hotlist 
Protective Order

	Located but	Fled						
Date	Plate	Camera	Date	Plate	Camera	Date	Plate	Camera
26-Jan	PXF1974	19						
19-Apr	7667N34	Coins						

Community Safety Hotlist

	Runaways/Mi	ssing
/15/2025	TKS4987	8
/12/2025	TKV9019	7
/11/2025	SGS3220	21
/17/2025		21

#### 7/17/2025 21 4 of 9 involved in other crimes = 38%

ALPR Stops Located not Reported as Recovered								
Plate	ALPR	Agency	Date					
MHP1171	27	HPD	5-Jan					
VWZ9444	8	HPD	19-Jan					
NTT3409	6	HCSO	30-Jan					
RDB2644	13	HPD	8-Feb					
TXC5571	25	Const	11-Apr					
TLC4667	19	HPD	19-Apr					
SFH2451	8	HPD	18-Jun					

Program Total	\$ 6,394,601.00		301
2019 Value	\$ 438,000.00	Recovered	22
2020 Value	\$ 1,147,500.00	Recovered	61
54 2021 Value	\$ 1,683,601.00	Recovered	75
2022 Value	\$ 1,733,000.00	Recovered	74
2023 Value	\$ 646,500.00	Recovered	30
2024 Value	\$ 746,000.00	Recovered	30
2025 Value	\$ 230,000.00	Recovered	9
Program Summary			

		IN	VESTIGATIVE	LEADS/Solves							
Crime	Plate	Date	ALPR	Crime	Plate	Date	ALPR	Crime	Date	Plate	ALPR
Theft	VGN1242	1-Jan	30	Crim Trespass	19EWXK	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	19EWXK	4/23/2025	17				
Burglary	SNS9702	22-Feb	26	BMV	WFW0578	5/7/2025	23				
Protective Order	6992C88	26-Feb	6	BMV	AK10870	5/13/2025	3				
FSGI	WBW0539	5-Mar	19	Assault	WJG0073	5/28/2025	8				
BMV	3C6589	7-Mar		Bank Robbery	TBS9374	5/29/2025	21				
BMV	3C6589	7-Mar	Rad	Robbery	NDG5559	6/12/2025	19				
BMV	3C6589	7-Mar	23	Theft	WMP9139	6/22/2025	Hick Rid				
BMV	VXF2939	20-Mar	27	Burglary	VRW8917	7/2/2025	16				
BMV	VYV0734	20-Mar	27	Burglary	1P1649P	8/5/2025	Coins				
Burg of hab	VXD3758	25-Mar	Long	1							

TO: Mayor and City Council

VIA: Village Fire Department Commission

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action on the Village Fire Department.

#### Agenda Item: 6

#### **Summary:**

This agenda item is for VFD monthly reporting to hear and discuss the department's activity, including details on call volume and other public safety-related incidents.

- a) Update of the department's activities (pages 2-3).
- b) VFD Financial Documents, Meeting Agendas, and Minutes (pages 4-47).

<u>Activity Report:</u> The document provides a detailed summary of emergency incidents and response times for May 2025.

- July 2025 Summary All Cities:
  - o Total incidents: 1,013 YTD, with 146 in July.
  - o Average response time: 4:16 minutes YTD, 4:19 minutes in July.
  - o Notable incidents include 40 chest pain cases and 88 fall victims.
  - Carbon monoxide alarms accounted for 25 incidents, while cardiac arrests totaled 9.
  - o 85 motor vehicle collisions reported, with 1 involving entrapment.
- July 2025 Summary Piney Point
  - o Total incidents: 143 YTD, with 22 in July.
  - Average response time: 4:50 minutes since January, increasing to 5:19 minutes for July.
  - YTD: Fire alarms in residences totaled 55 incidents, while church/school alarms reached
     23.
  - o YTD: 14 fall victim cases were reported, and 5 chest pain incidents occurred.
  - YTD: 5 incidents of difficulty breathing and 1 cardiac arrest were recorded.



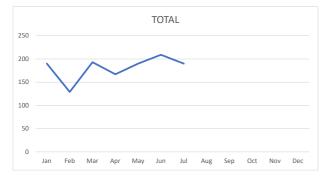
Village Fire Department 901 Corbindale Rd Houston,TX,77024 Phone# (713) 468-7941 Fax# (713) 468-5039

#### July 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	190	209	190						1268
Abdominal Pain	1	2	4	2	0	6	3						18
Allergic Reaction	0	1	1	0	0	0	0						2
Animal Bite	0	0	0	0	1	0	0						1
Back Pain	0	0	1	0	0	2	1						4
Carbon Monoxide Alarm with Symptoms	0	0	0	0	1	0	0						1
Carbon Monoxide Detector No Symptoms	5	2	2	3	2	4	6						24
Cardiac/Respiratory Arrest	1	2	1	2	0	1	2						9
Check a Noxious Odor	1	2	1	0	2	1	1						8
Check for Fire	0	2	0	3	4	2	6						17
Check for the Smell of Natural Gas	5	1	9	4	1	1	2						23
Check for the Smell of Smoke	1	0	1	2	1	2	1						8
Chest Pain	5	1	7	2	11	7	7						40
Child Locked in a Vehicle Engine not running	0	0	0	0	2	2	0						4
Choking	0	0	0	2	1	0	0						3
Diabetic Emergency	0	1	0	0	1	1	1						4
Difficulty Breathing	11	4	9	5	4	9	4						46
Dumpster Fire Not near Structure	0	0	0	0	1	0	1						2
Elevator Rescue	0	0	0	1	0	1	3						5
Fall Victim	12	10	15	12	11	14	14						88
Fire Alarm Business	23	4	5	4	8	9	5						58
Fire Alarm Church or School	4	3	9	11	4	10	8						49
Fire Alarm Residence	31	23	18	25	28	35	49						209
Gas Leak	4	3	1	2	1	3	1						15
Grass Fire	0	0	0	0	2	0	0						2
Headache- Stroke symptoms not present	0	0	0	0	0	1	0						1
Heart Problems	8	4	7	8	8	5	13						53
Heat/Cold Exposure	0	0	0	0	0	1	13						2
Hemorrhage/Laceration	1	3	4	4	2	1	0						15
House Fire	1	1	0	2	0	0	1						5
Injured Party	4	2	5	2	4	5	0						22
Medical Alarm	3	1	2	3	2	1	6						18
Motor Vehicle Collision	22	14	23	11	15	19	11						115
Motor Vehicle Collision with Entrapment		0	23 0	0	0	0	0						115
	1												
Motor Vehicle vs Motorcycle	0	1	0	1	1	0	0						3
Motor Vehicle vs Pedestrian	0	0	0	2	2	2	0						6
Object Down in Roadway		0		5	0	3	1						12
Oven/Appliance Fire	0		1	0	1	0	0						2
Overdose/Poisoning	0	3	2	0	1	0	1						7
Possible D.O.S.	1	0	0	0	0	1	0						2
Powerlines Down Arcing/Burning	1	0	4	1	2	4	3						15
Psychiatric Emergency	2	2	4	3	6	1	4						22
Seizures	0	0	4	2	0	1	4						11
Service Call Non-emergency	11	8	10	7	14	16	16						82
Shooting/Stabbing	0	0	0	1	0	0	0						1
Sick Call	9	12	16	17	19	15	8						96
Smoke in Business	0	0	0	0	0	1	0						1
Smoke in Residence	2	0	0	0	0	0	0						2
Stroke	3	2	3	4	3	1	2						18
Transformer Fire	0	1	0	3	1	1	0						6
Trash Fire	0	0	1	0	0	0	0						1
Traumatic Injury	0	1	0	2	1	2	0						6
Unconscious Party/Syncope	10	8	12	8	15	9	3						65
Unknown Medical Emergency	6	3	5	1	6	3	0						24
Vehicle Fire	1	2	3	0	1	6	1						14

Month	# of Incidents	Avg Resp Time					
Jan	144	4:18					
Feb	105	4:20					
Mar	161	4:11					
Apr	135	4:15					
May	156	4:19					
Jun	166	4:15					
Jul	146	4:19					
Aug							
Sep							
Oct							
Nov							
Dec							
	1013	4:16					

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







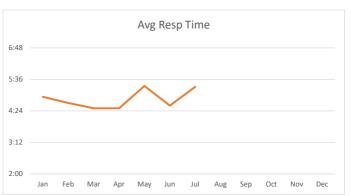
Village Fire Department 901 Corbindale Rd Houston,TX,77024 Phone# (713) 468-7941 Fax# (713) 468-5039

#### July 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	25	36	37						212
Abdominal Pain	0	0	1	0	0	1	0						2
Carbon Monoxide Detector No Symptoms	2	0	0	0	1	2	1						6
Cardiac/Respiratory Arrest	0	1	0	0	0	0	0						1
Check a Noxious Odor	1	0	0	0	1	0	0						2
Check for Fire	0	0	0	0	0	1	1						2
Check for the Smell of Natural Gas	1	0	2	0	0	0	0						3
Check for the Smell of Smoke	0	0	0	0	1	0	1						2
Chest Pain	1	0	1	0	3	0	0						5
Choking	0	0	0	1	0	0	0						1
Elevator Rescue	0	0	0	0	0	0	0						0
Difficulty Breathing	0	0	1	1	1	1	1						5
Fall Victim	2	3	3	1	0	2	3						14
Fire Alarm Business	0	0	1	1	0	0	0						2
Fire Alarm Church or School	1	2	7	7	2	3	1						23
Fire Alarm Residence	5	5	8	6	5	8	18						55
Gas Leak	1	0	0	0	0	1	0						2
Headache- Stroke symptoms not present	0	0	0	0	0	1	0						1
Heart Problems	1	0	1	0	1	0	0						3
Hemorrhage/Laceration	0	0	0	1	0	0	0						1
House Fire	0	0	0	1	0	0	0						1
Injured Party	0	0	0	0	0	1	0						1
Medical Alarm	1	0	1	2	0	1	1						6
Motor Vehicle Collision	1	1	2	3	1	5	0						13
Object Down in Roadway	0	0	2	2	0	1	0						5
Overdose/Poisoning	0	1	0	0	0	0	0						1
Powerlines Down Arcing/Burning	0	0	1	0	0	1	1						3
Psychiatric Emergency	0	0	1	0	2	0	1						4
Service Call Non-emergency	3	3	2	0	5	1	7						21
Sick Call	2	1	5	1	2	4	1						16
Smoke in Residence	1	0	0	0	0	0	0						1
Stroke	0	1	1	0	0	0	0						2
Transformer Fire	0	0	0	1	0	0	0						1
Traumatic Injury	0	1	0	1	0	1	0						3
Unconscious Party/Syncope	1	1	0	1	0	0	0						3
Unknown Medical Emergency	0	0	0	0	0	1	0						1

# of Incidents	Avg Resp Time
16	4:56
14	4:42
26	4:30
23	4:30
15	5:21
27	4:36
22	5:19
143	4:50
	16 14 26 23 15 27 22





# VILLAGE FIRE DEPARTMENT REGULAR MONTHLY BOARD MEETING AGENDA Wednesday, July 23, 2025, 6:00 P.M

Notice is hereby given of a regular monthly meeting of the Fire Commission of the Village Fire Department, to be held on **Wednesday**, **July 23**, **2025**, **at 6:00 P.M.**, 901 Corbindale Road, Hedwig Village, Texas 77024.

#### 1. CALL TO ORDER

- **2. COMMENTS FROM THE PUBLIC** Comments are limited to 3 minutes each.
- 3. <u>CONSENT AGENDA</u> All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
  - A. Approval of Minutes Regular Monthly Board Meeting Minutes June 25, 2025
  - **B.** Approval of Bills Paid June 2025

#### 4. REPORTS

further information.

- **A.** Treasurer's Financial Reports and possible action June 2025
- B. Administrator's Report and possible action June 2025
- C. Investment Report June 2025
- **D.** Fire Chief's Report and possible action June 2025
- E. Insurance Broker Report Property and Casualty Insurance
- 5. <u>DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS</u> The Board will receive a report from Connor Pennington, Intern, recapping his time with Village Fire Department.
- 6. <u>DISCUSSION OF AND POSSIBLE ACTION REGARDING PAST FINANCIAL MATTERS</u>
  - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.
- 7. <u>DISCUSSION OF AND POSSIBLE ACTION REGARDING TIMING AND PAYMENT</u>
  <u>OF 2024 AUDIT</u> The Board of Commissioners will discuss and take any action necessary related to 2024 financial audit and related matters.
- 8. <u>DISCUSSION OF AND POSSIBLE ACTION REGARDING INVESTMENT POLICY</u>
  RESOLUTION- The Board of Commissioners will discuss and take action on a Resolution updating the Village Fire Department Investment Policy.
- 9. <u>DISCUSSION OF AND POSSIBLE ACTION REGARDING INSURANCE PROPOSALS</u>
   The Board of Commissioners will discuss and take any action necessary related to

insurance proposals.

I certify that the agenda for the 23<sup>rd</sup> of July 2025 Regular Monthly Board Meeting was posted at the fire department this

the 18th day of July 2025, at 2:00 P.M. – Amy Buckert, Administrator/Finance Director.

The facility is wheelchair-accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 for

- **10.** <u>EXECUTIVE SESSION</u> The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to seek legal advice related to the following matters:
  - **A.** Executive session pursuant to Texas Government Code Section 551.074 authorizing a governmental body to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee;
    - 1. Fire Chief
    - **2.** Potential Administrative Support
  - **B.** Executive session pursuant to Section 551.071 consultation with attorney regarding pending or contemplated litigation
- **11.** <u>ACTION CLOSED SESSION –</u> The Board of Directors will consider and take any actions necessary on items discussed in Executive Session
- 12. FUTURE TOPICS
- 13. NEXT MEETING DATE August 27, 2025
- 14. ADJOURNMENT

I certify that the agenda for the  $23^{\rm rd}$  of July 2025 Regular Monthly Board Meeting was posted at the fire department this the  $18^{\rm th}$  day of July 2025, at 2:00 P.M. – Amy Buckert, Administrator/Finance Director.

The facility is wheelchair-accessible and accessible parking is available. Requests for accommodations or interpretive services must be made at least forty-eight (48) hours prior to this meeting. Please contact the Fire Chief's Office at (713) 468-7941 for further information.

# VILLAGE FIRE DEPARTMENT REGULAR MONTHLY BOARD MEETING AGENDA

Wednesday, June 25, 2025, 6:00 P.M

#### 1. CALL TO ORDER

A regular fire commission meeting of the Village Fire Department was held on Wednesday, April 23, 2025, at 901 Corbindale, Houston, Texas 77024. It began at 6:04 p.m. and was presided over by Dan Ramey. The secretary was present virtually.

#### **Present & Voting Were:**

City of Piney Point Village Alternate Dan Ramey, Chair

City of Spring Valley Village Commissioner John Lisenby, Vice Chair City of City of Hunters Creek Commissioner Rob Adams, Treasurer City of Hilshire Village Commissioner Mike Garofalo, Secretary

City of Bunker Hill Village Commissioner Keith Brown
City of Hedwig Village Commissioner Matt Woodruff

#### **Present Were:**

City of Bunker Hill Village
City of Hedwig Village
City of Hilshire Village
City of Piney Point Village
Alternate Clara Towsley
Alternate Patrick Breckon
Mayor Robert (Bob) Buesinger
Commissioner Henry Kollenberg

City of Spring Valley Village Alternate Steve Bass

Village Fire Department Fire Chief, Howard Miller

Administrative Staff Amy Buckert, Administrator/Finance Director (virtual),

Katherine Stuart, Administrative Specialist

Randle Law Firm Attorney Brandon Morris

**Not Present Were:** 

City of Hunters Creek Alternate John DeWitt

#### 2. COMMENTS FROM THE PUBLIC - Comments are limited to 3 minutes each.

There were no comments from the public.

- 3. CONSENT AGENDA All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
  - A. Approval of Minutes Regular Monthly Board Meeting Minutes May 21, 2025
  - **B.** Approval of Bills Paid May 2025

Commissioner Adams made a motion to approve the consent agenda.

Motion: Woodruff Second: Brown

Unanimously approved

#### 4. REPORTS

- A. Treasurer's Financial Reports and possible action May 2025
- B. Administrator's Report and possible action May 2025
- C. Investment Report May 2025
- D. Fire Chief's Report and possible action May 2025

The department is fully staffed, although there are several out right now. One captain has a knee injury that's still going through physical therapy. A medic has had some sinus issues and surgery, and will be out for about a week. Another medic is out with a broken toe that had some swelling until July 6th.

Captain King just recently graduated from Texas Fire Chiefs Association, Texas Fire Chiefs Academy, with the designation of chief fire executive. This is a two-year program that is one of the premier programs in the country.

Chief stated he is waiting for the Commission to finish with the agreement on the ladder truck. Once he has the chair's approval he'll sign the agreement, and hopefully in a couple weeks take possession of the ladder truck.

No major incidences for the villages. There were 61 fire incidences, 115 EMS, 14 non-emergency service calls, for a total of 190 calls. Average response time was four minutes, 19 seconds.

No action was taken.

- **DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS** The Board will discuss and consider possible action on the following:
  - A. Temporary Aerial Apparatus

The lease agreement is anticipated to be completed by the attorney by the end of the week.

No action was taken.

- **6. DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING** The Board will discuss and consider possible action on the following:
  - A. Budget Amendment
    - 1. 2025-03

There was discussion about the timing of the training tower repairs and the process to receive quotes/bids.

Chief asked the Commission if they wanted to go forward on the bid process now. He asked if they wanted a consultant to do that or do you want us to send out a request for a proposal for that? He asked if three bids were necessary. He was advised that the job would need to be advertised and bid if under \$50,000 and bid prior to September 1. If after September 1, the Department would just need to seek quotes for anything under \$100,000, and three of those quotes would need to be from HUBs (Historically Underutilized Businesses).

No action was taken.

7. DISCUSSION OF AND POSSIBLE ACTION REGARDING PAST FINANCIAL MATTERS - The Board of Commissioners will discuss and take any action necessary related to past financial matters, the resulting forensic audit, and steps toward resolution.

This item was discussed in Executive Session.

8. <u>DISCUSSION OF AND POSSIBLE ACTION REGARDING TIMING AND PAYMENT OF 2024 AUDIT</u> - The Board of Commissioners will discuss and take

any action necessary related to 2024 financial audit and related matters.

This item was discussed in Executive Session.

**9. DISCUSSION OF AND POSSIBLE ACTION REGARDING INTERN POLICY** - The Board of Commissioners will discuss and take any action necessary related to the policy for internship.

The policy was circulated and there were no questions. The Commission gave the Chief discretion to finish up a job description.

No action was taken.

10. DISCUSSION OF AND POSSIBLE ACTION REGARDING AMENDMENT TO THE VFD BYLAWS - The Board of Commissioners will discuss and take any action necessary related to amending the VFD bylaws.

Brandon mailed out the hard copies more than 10 days before the meeting, which is what the dated bylaws madate.

There are three changes:

Article 2 was changing the rotation of officers from the end of the board meeting in April to May 1st, which is consistent with the interlocal.

Article 4 was to remove appointment of all committees from being done by the chairman of the board. That was to sync up with the interlocal.

Section 5, Brandon recommended a change that the written copy of the proposed amendment changes be emailed to the commissioners at their city email addresses instead of mailed to city addresses.

Commissioner Woodruff made a motion to approve the consent agenda.

Motion: Woodruff Second: Brown

Unanimously approved

**11. DISCUSSION OF DELEGATION OF AUTHORITY** - The Board of Commissioners will discuss and take any action necessary related to the delegation of authority.

The Chair started a project with Amy to document fully all approvals. The board will have to approve it.

This will document every kind of a transaction the Department may have, at what level, how much, who has to approve, second approvals, cities, etc. It is a living document and can be updated as often as necessary.

No action was taken.

12. <u>DISCUSSION OF AND POSSIBLE ACTION REGARDING INSURANCE PROPOSALS</u> - The Board of Commissioners will discuss and take any action necessary related to insurance proposals.

The Commission asked the Administrator to invite the insurance broker (property/casualty) in for the next month's meeting to discuss options for insurance now that VFIS is declining to insure us for the upcoming year.

No action was taken.

- **13. EXECUTIVE SESSION** The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to seek legal advice related to the following matters:
  - **A.** Executive session pursuant to Texas Government Code Section 551.074 authorizing a governmental body to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee;
    - 1. Chief
    - 2. Potential Administrative Support
    - 3. Captain
    - 4. Fire Medic 2
  - **B.** Executive session pursuant to Section 551.071 consultation with attorney regarding pending or contemplated litigation

Executive Session was convened at 7:50 pm.

Executive Session was adjourned at 8:12 pm.

**14. ACTION – CLOSED SESSION –** The Board of Directors will consider and take any actions necessary on items discussed in Executive Session

No action was taken.

- 15. FUTURE TOPICS
- 16. NEXT MEETING DATE
  July 23, 2025
- 17. ADJOURNMENT

There was a motion to adjourn by Commissioner Lisenby.

Motion: Lisenby Second: Brown

Unanimously approved

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION			CLEARED	AMOUNT
12025 12025 BUG	CKERT, AMY (6002)	- 2						
4771								
06/24/2025	Expense		Turboscribe	TURBOSCRIBE.AI	TUR	BOSCRIBE.AWA US	Reconciled	20.00
06/24/2025	Expense		Turboscribe	TURBOSCRIBE.AI	TUR	BOSCRIBE.AWA US		20.00
4779								
06/26/2025	Expense			EZCATER*CORNER E			Reconciled	264.02
06/26/2025	Expense			EZCATER*CORNER E	BAKERY	7 800-488-1803 MA US		264.02
	LER, TIMOTHY (207	75) - 2						
4824								
06/30/2025	Expense		Texas Fire Chiefs Association	TEXAS FIRE CHIEFS	ASSOC	IA512-9397277 TX US	Cleared	1,250.00
06/30/2025	Expense		Texas Fire Chiefs Association	TEXAS FIRE CHIEFS	ASSOC	IA512-9397277 TX US		1,250.00
4825								
06/30/2025	Expense			TEXAS FIRE DEPART			Cleared	150.00
06/30/2025	Expense			TEXAS FIRE DEPART	MENT	WWW.TXFDFACILTX US		150.00
	PAUL, FRANK (4657	7) - 2						
4761								
06/11/2025	Expense		Sam's Club	SAMSCLUB.COM		-746-7726 AR US	Reconciled	427.22
06/11/2025	Expense		Sam's Club	SAMSCLUB.COM	888	-746-7726 AR US		427.22
4826	_							
06/29/2025	Expense		Sam's Club	SAMSCLUB.COM		-746-7726 AR US	Reconciled	323.50
06/29/2025	Expense		Sam's Club	SAMSCLUB.COM	888	-746-7726 AR US		323.50
11010 GENERAL	FUND (2634)							
4528	_		4 ( 5 )   10( )	ONII INE DIAT ACT DAI		D OTDOOD O ON!! INF DMT 40T DANIKOARD OTDOOD OOV!	5 " '	
06/02/2025	Expense		1st Bankcard Ctr. ccd	0000VILLAG	NKCAR	D CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8125	Reconciled	2,961.03
06/02/2025	Expense		1st Bankcard Ctr. ccd			ANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD	Uncleared	2,961.03
4551				CCAAAAAA0125 0000	VILLAC			2,901.03
06/02/2025	Bill Payment		Municipal Emergency				Reconciled	-479.81
00/02/2020	(Check)		Services				recononea	470.01
06/02/2025	Bill Payment (Check)		Municipal Emergency Services					-479.81
4552	•							
06/02/2025	Expense		8x8	7ZWM3KV 8X8	CCD	B 7ZWM3KV 8X8 CCD BB3V Village Fire D	Reconciled	-450.69
06/02/2025	Expense		8x8	7ZWM3KV 8X8	CCD	B 7ZWM3KV 8X8 CCD BB3V Village Fire D		450.69

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4846						
06/02/2025	Expense		1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8114 0000VILLAG	Reconciled	-126.36
06/02/2025	Expense		1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8114 0000VILLAG	Uncleared	-126.36
4847						
06/02/2025	Expense		1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8103 0000VILLAG	Reconciled	-357.11
06/02/2025	Expense		1st Bankcard Ctr. ccd	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8103 0000VILLAG	Uncleared	-357.11
4851						
06/02/2025	Expense		1st Bankcard Ctr.	H Miller CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8119 0000VILLAG	Reconciled	-575.93
06/02/2025	Expense		1st Bankcard Ctr.	H Miller CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8119 0000VILLAG	Uncleared	-575.93
4852						
06/02/2025	Expense		1st Bankcard Ctr.	Stuart CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8123 0000VILLAG	Reconciled	-625.01
06/02/2025	Expense		1st Bankcard Ctr.	Stuart CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8123 0000VILLAG	Uncleared	-625.01
4855						
06/02/2025	Expense		1st Bankcard Ctr. ccd	Depaul CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8107 0000VILLAG	Reconciled	-3,842.60
06/02/2025	Expense		1st Bankcard Ctr. ccd	Depaul CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8107 0000VILLAG	Uncleared	-3,842.60
4568						
06/03/2025	Expense		TMRS	TMRS payment for May 2025 - PAYROLL TMRS	Reconciled	63,513.05
06/03/2025	Expense		TMRS	TMRS payment for May 2025 - PAYROLL TMRS	Uncleared	63,513.05
4569						
06/03/2025	Expense		PS Lightwave	WEBPAYMENT PSLIGHTWAVEINC WEB	Reconciled	-1,015.22
06/03/2025 4667	Expense		PS Lightwave	WEBPAYMENT PSLIGHTWAVEINC WEB		1,015.22
06/03/2025	Expense		VMIG	Transfer XXX2634 to XXX7773: VMI Transfer XXX2634 to XXX7773: VMIG June 2025 payment fr	Reconciled	93,171.13
06/03/2025	Expense		VMIG	VMIG June 2025	Uncleared	-1,706.51
06/03/2025	Expense		VMIG	VMIG June 2025		1,746.13
06/03/2025	Expense		VMIG	VMIG June 2025	Uncleared	, -
	·		VMIG	VMIG June 2025		12,555.72
06/03/2025	Expense		VIVIIG	VIVIIG JUITE 2020		77,162.77

#### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION		CLEARED	AMOUNT
4570 06/04/2025	Expense	IRS	USATAXPYMT IRS	CCD X USATAXPYMT IRS CCD XXXXXXXXXXXX177 VILLAGE FIRE D	Reconciled	53,277.87
06/04/2025	Expense	IRS	PPE05252025		Uncleared	20,778.91
06/04/2025	Expense	IRS	PPE05252025		Uncleared	32,498.96

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4649						
06/09/2025	Expense		Child Support	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXX2523352 VILLAGE FIRE D	Reconciled	-2,287.43
06/09/2025	Expense		Child Support	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXX2523352 VILLAGE FIRE D	Uncleared	-2,287.43
4650						
06/09/2025	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_bf360a3 Village F	Reconciled	-23,552.21
06/09/2025	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_bf360a3 Village F	Uncleared	23,552.21
4659						
06/10/2025	Bill Payment (Check)		3L Energy Solutions		Reconciled	-6,289.02
06/10/2025	Bill Payment (Check)		3L Energy Solutions			-6,289.02
4660	,					
06/10/2025	Expense		Starlink	STARLINK I STARLINK INTERNECCD S STARLINK I STARLINK INTERNECCD ST- P3T2Y3J8R2Z8 VILLAGE	Reconciled	-65.00
06/10/2025	Expense		Starlink	STARLINK I STARLINK INTERNECCD S STARLINK I STARLINK INTERNECCD ST- P3T2Y3J8R2Z8 VILLAGE		65.00
4661						
06/10/2025	Expense		ENGIE	BILL PAY ENGIE REG IMMEDI WEB BILL PAY ENGIE REG IMMEDI WEB XXXXXXX7351	Reconciled	-2,734.95
06/10/2025	Expense		ENGIE	BILL PAY ENGIE REG IMMEDI WEB BILL PAY ENGIE REG IMMEDI WEB XXXXXXX7351		2,734.95
4662						
06/10/2025	Expense		FirstNet	PAYMENT ATT XXXXXXXX8881892 PAYMENT ATT XXXXXXXX8881892 PPD	Reconciled	-505.08
06/10/2025 4668	Expense		FirstNet	PAYMENT ATT XXXXXXXX8881892 PAYMENT ATT XXXXXXXX8881892 PPD		505.08
06/11/2025	Bill Payment (Check)	48021dd57be64161	VFIS of Texas		Reconciled	-23,596.00
06/11/2025	Bill Payment (Check)	48021dd57be64161	VFIS of Texas			-23,596.00
4669	(Oncor)					
06/11/2025	Bill Payment (Check)	71683717c5ac4f63	Konica Minolta		Reconciled	-255.14
06/11/2025	Bill Payment (Check)	71683717c5ac4f63	Konica Minolta			-255.14
4670	(OHEOR)					
06/11/2025	Expense		Kotapay/Village WIRE	WIRE TO REF 437 Kotapay/Village WIRE TO REF 437 Kotapay/Village Fire	Reconciled	- 176,709.44
						*

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
06/11/2025	Expense		Kotapay/Village WIRE	WIRE TO REF 437 Kotapay/Village WIRE TO REF 437 Kotapay/Village Fire	Uncleared	176,709.44
4671						
06/11/2025	Expense		Employee Reimbursement	employee reimbursement to Flores for EMS cert - Payroll Tracking ID:2822017	Reconciled	-96.00
06/11/2025	Expense		Employee Reimbursement	employee reimbursement to Flores for EMS cert - Payroll Tracking ID:2822017		96.00
4672						
06/11/2025	Bill Payment (Check)		Bound Tree		Reconciled	-709.72
06/11/2025	Bill Payment (Check)		Bound Tree			-709.72

### Village Fire Department

TRANSACTION DATE	TRANSACTION NUM TYPE	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4673					
06/11/2025	Expense	Howard Miller	Howard Miller monthly cell phone allowance - Payroll Tracking ID:2744231	Reconciled	-57.00
06/11/2025	Expense	Howard Miller	Howard Miller monthly cell phone allowance - Payroll Tracking ID:2744231		57.00
4674					
06/11/2025	Expense		Union & Valic payment PPE06102025 ACH Payments Tracking ID:28233 3 ACH Payments Tracking ID:28233 32	Reconciled	- 1,225.00
06/11/2025	Expense		Union PPE06102025	Uncleared	1,050.00
06/11/2025 4675	Expense		Valic PPE06102025	Uncleared	-175.00
06/11/2025	Expense	Home Depot	invoice 5012527 statement date 5/28/2025 DC Witt purchased screwdriver set, hex key set, trufuel50 ONLINE PMT HOME DEPOT COMM WEB ONLINE PMT HOME DEPOT COMM WEB XXXXXXXXX9881765	Reconciled	-180.34
06/11/2025	Expense	Home Depot	invoice 5012527 statement date 5/28/2025 DC Witt purchased screwdriver set, hex key set, trufuel50 ONLINE PMT HOME DEPOT COMM WEB ONLINE PMT HOME DEPOT COMM WEB XXXXXXXX9881765	<u> </u>	180.34
4677		•			
06/11/2025	Expense		Service Dates: 03.28.2025 - 04.27.2025 UTILITY DD Memorial Village 1130 UTILITY DD Memorial Village XXXXXXXX0002214 PPD	Reconciled	-186.50
06/11/2025	Expense		Service Dates: 03.28.2025 - 04.27.2025 UTILITY DD Memorial Village 1130 UTILITY DD Memorial Village XXXXXXXX0002214 PPD		186.50
4694					
06/12/2025	Expense	Americhex, Inc.	BILLING NATPAY-13717494 CCD 1 BILLING NATPAY-13717494 CCD 13717494 VILLAGE FIRE D	Reconciled	-892.25
06/12/2025	Expense	Americhex, Inc.	BILLING NATPAY-13717494 CCD 1 BILLING NATPAY-13717494 CCD 13717494 VILLAGE FIRE D		892.25
4707					
06/13/2025	Expense	Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_71e3ad4 Village F	Reconciled	- 4,639.71
06/13/2025 4710	Expense	Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_71e3ad4 Village F	Uncleared	4,639.71
06/13/2025	Expense	Legal Shield	GRP PAYMT LEGALSHIELD WEB GRP PAYMT LEGALSHIELD WEB XXXXXXXXX0008702	Reconciled	-146.50
06/13/2025	Expense	Legal Shield	GRP PAYMT LEGALSHIELD WEB GRP PAYMT LEGALSHIELD WEB XXXXXXXXX0008702	Uncleared	-146.50
4711					
06/13/2025	Expense	Aflac	ACHPMT AFLAC COLUMBUS CCD 1 ACHPMT AFLAC COLUMBUS CCD 100413217 HXXXXXXXX9201	Reconciled	-938.07
06/13/2025 4712	Expense	Aflac	ACHPMT AFLAC COLUMBUS CCD 1 ACHPMT AFLAC COLUMBUS CCD 100413217 HXXXXXXXX9201	Uncleared	-938.07
06/13/2025	Expense	Nationwide	PAYMENTS NATIONWIDE XXXXXXX0256 PAYMENTS NATIONWIDE XXXXXXXX5643272 PPD	Reconciled	7,029.00

#### Village Fire Department

TRANSACTION DATE	TRANSACTION NU TYPE	M NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
06/13/2025 4713	Expense	Nationwide	PAYMENTS NATIONWIDE XXXXXX0256 PAYMENTS NATIONWIDE XXXXXXX5643272 PPD	Uncleared	7,029.00
06/13/2025	Expense	Nationwide	PAYMENTS NATIONWIDE XXXXXX0256 PAYMENTS NATIONWIDE XXXXXXXX5643271 PPD	Reconciled	- 1.767.00
06/13/2025	Expense	Nationwide	PAYMENTS NATIONWIDE XXXXXX0256 PAYMENTS NATIONWIDE XXXXXXXX5643271 PPD	Uncleared	1,767.00

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4709						
06/16/2025	Bill Payment (Check)		Mercury Medical		Reconciled	-193.65
06/16/2025	Bill Payment (Check)		Mercury Medical			-193.65
4724	,					
06/17/2025	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_f8d7edd Village F	Reconciled	-89.40
06/17/2025 4725	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_f8d7edd Village F	Uncleared	89.40
06/17/2025	Expense		Pitney Bowes	DIRECT DEB Pitney Purchase CCD P DIRECT DEB Pitney Purchase CCD PBPurchasPwr blank blan	Reconciled	-245.55
06/17/2025 4735	Expense		Pitney Bowes	DIRECT DEB Pitney Purchase CCD P DIRECT DEB Pitney Purchase CCD PBPurchasPwr blank blan		245.55
06/18/2025	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_5d6c0d4 Village F	Reconciled	- 27,618.83
06/18/2025 4736	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_5d6c0d4 Village F	Uncleared	27,618.83
06/18/2025	Expense		IRS	USATAXPYMT IRS CCD X USATAXPYMT IRS CCD XXXXXXXXXXXX0277 VILLAGE FIRE D	Reconciled	- 60,150.45
06/18/2025	Expense		IRS	PPE06102025	Uncleared	24,582.63
06/18/2025	Expense		IRS	PPE06102025	Uncleared	- 35,567.82
4746						
06/20/2025	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_657177c Village F	Reconciled	33,024.08
06/20/2025 4748	Expense		Tipalti	EDI PYMNTS Tipalti, Inc. CCD F EDI PYMNTS Tipalti, Inc. CCD FR13583_657177c Village F	Uncleared	33,024.08
06/23/2025	Bill Payment (Check)		3L Energy Solutions		Reconciled	- 10,773.64
06/23/2025	Bill Payment (Check)		3L Energy Solutions			10,773.64
4750						
06/23/2025	Expense		Pitney Bowes	DIRECT DEB Pitney Bowes CCD P DIRECT DEB Pitney Bowes CCD PBLeasing blank blank	Reconciled	-230.82
06/23/2025 4751	Expense		Pitney Bowes	DIRECT DEB Pitney Bowes CCD P DIRECT DEB Pitney Bowes CCD PBLeasing blank blank		230.82
06/23/2025	Expense		Child Support	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXXX2523352 VILLAGE FIRE D	Reconciled	-2,287.43
06/23/2025 4757	Expense		Child Support	CHILDSUPP Texas SDU CCD 2 CHILDSUPP Texas SDU CCD XXXXXXXXX2523352 VILLAGE FIRE D	Uncleared	-2,287.43
06/24/2025	Expense		Pitney Bowes	red ink refill for postage meter - DIRECT DEB Pitney Bowes CCD P DIRECT DEB Pitney Bowes CCD PBNonLeasing blank blank	Reconciled	-86.09

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
06/24/2025	Expense	Pitney Bowes	red ink refill for postage meter - DIRECT DEB Pitney Bowes CCD P DIRECT DEB Pitney Bowes CCD PBNonLeasing blank		86.09

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4759						
06/24/2025	Expense		Comcast	CABLE SVCS COMCAST-XFINITY 02100 CABLE SVCS COMCAST-XFINITY XXXXXXXX1278883 PPD	Reconciled	-597.98
06/24/2025	Expense		Comcast	CABLE SVCS COMCAST-XFINITY 02100 CABLE SVCS COMCAST-XFINITY XXXXXXXX1278883 PPD		597.98
4766						
06/25/2025	Expense		Henry Schein	AR-EFT HENRY SCHEIN, INCCD 0 AR-EFT HENRY SCHEIN, INCCD 02592877 1747699 REF*6O*174	Reconciled	-577.44
06/25/2025	Expense		Henry Schein	AR-EFT HENRY SCHEIN, INCCD 0 AR-EFT HENRY SCHEIN, INCCD 02592877 1747699 REF*60*174		577.44
4769						
06/26/2025	Bill Payment (Check)	cf7eab8f77104675	Henry Schein		Uncleared	-492.39
06/26/2025	Bill Payment (Check)	cf7eab8f77104675	Henry Schein			-492.39
4770	,					
06/26/2025	Bill Payment (Check)	5e2b4782303a4ba4	Henry Schein		Uncleared	-142.00
06/26/2025	Bill Payment (Check)	5e2b4782303a4ba4	Henry Schein			-142.00
4774	,					
06/26/2025	Expense		Kotapay/Village WIRE	WIRE TO REF 213 Kotapay/Village WIRE TO REF 213 Kotapay/Village Fire	Reconciled	- 162,220.85
06/26/2025	Expense		Kotapay/Village WIRE	WIRE TO REF 213 Kotapay/Village WIRE TO REF 213 Kotapay/Village Fire	Uncleared	162,220.85
4776						
06/26/2025	Expense			Payroll Tracking ID:2782026	Reconciled	-3,833.31
06/26/2025	Expense			Payroll Tracking ID:2782026		3,833.31
4777						
06/26/2025	Expense			ACH Payments Tracking ID:28598 3 ACH Payments Tracking ID:28598 33	Reconciled	-1,225.00
06/26/2025	Expense			Union PPE06252025	Uncleared	-1,050.00
06/26/2025	Expense			Valic PPE06252025	Uncleared	-175.00
4790						
06/27/2025	Expense		Nationwide	PAYMENTS NATIONWIDE XXXXXX0231 PAYMENTS NATIONWIDE XXXXXXXX3156710 PPD	Reconciled	-7,279.00
06/27/2025	Expense		Nationwide	PAYMENTS NATIONWIDE XXXXXX0231 PAYMENTS NATIONWIDE XXXXXXXX3156710 PPD	Uncleared	-7,279.00
4791						
06/27/2025	Expense		Nationwide	PAYMENTS NATIONWIDE XXXXXX0231 PAYMENTS NATIONWIDE XXXXXXXX3156709 PPD	Reconciled	-1,767.00

#### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
06/27/2025	Expense		Nationwide	PAYMENTS NATIONWIDE XXXXXX0231 PAYMENTS NATIONWIDE XXXXXXXX3156709 PPD	Uncleared	-1,767.00
4793						
06/27/2025	Expense		Dr. Hutch Stilgenbauer	ACH Payments Tracking ID:27818 3 ACH Payments Tracking ID:27818 32	Reconciled	-1,250.00
06/27/2025	Expense		Dr. Hutch Stilgenbauer	medical director - ACH Payments Tracking ID:27818 3 ACH Payments Tracking ID:27818 32	Uncleared	1,250.00
4794						
06/27/2025	Expense		Aflac	ACHPMT AFLAC COLUMBUS CCD 1 ACHPMT AFLAC COLUMBUS CCD 101210899 HXXXXXXX9401	Reconciled	-938.07

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
06/27/2025	Expense	Aflac	ACHPMT AFLAC COLUMBUS CCD 1 ACHPMT AFLAC COLUMBUS CCD 101210899 HXXXXXXXX9401	Uncleared	-938.07
4795					
06/27/2025	Bill Payment (Check)	Texas Pride Disposal		Reconciled	-198.58
06/27/2025	Bill Payment (Check)	Texas Pride Disposal			-198.58
4797					
06/27/2025	Expense	1st Bankcard Ctr. ccd	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8198 0000VILLAG	Reconciled	- 1,378.65
06/27/2025	Expense	1st Bankcard Ctr. ccd	Depaul CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8198 0000VILLAG	Uncleared	1,378.65
4798					
06/27/2025	Expense	1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8202 0000VILLAG	Reconciled	-131.53
06/27/2025	Expense	1st Bankcard Ctr.	Fire Marshal CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8202 0000VILLAG	Uncleared	131.53
4799					
06/27/2025	Expense	1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8216 0000VILLAG	Reconciled	-777.65
06/27/2025	Expense	1st Bankcard Ctr.	T Miller CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8216 0000VILLAG	Uncleared	777.65
4800					
06/27/2025	Expense	1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8212 0000VILLAG	Reconciled	-842.57
06/27/2025	Expense	1st Bankcard Ctr.	H Miller CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8212 0000VILLAG	Uncleared	842.57
4801					
06/27/2025	Expense	1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8218 0000VILLAG	Reconciled	-281.37
06/27/2025	Expense	1st Bankcard Ctr.	Stuart CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8218 0000VILLAG	Uncleared	281.37
4802					
06/27/2025	Expense	1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8221 0000VILLAG	Reconciled	-433.92
06/27/2025	Expense	1st Bankcard Ctr.	Witt CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8221 0000VILLAG	Uncleared	433.92
4803					
06/27/2025	Expense	1st Bankcard Ctr.	ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8194 0000VILLAG	Reconciled	-456.39
06/27/2025	Expense		Buckert CC - ONLINE PMT 1ST BANKCARD CTRCCD C ONLINE PMT 1ST BANKCARD CTRCCD CCXXXXXX8194 0000VILLAG	Uncleared	456.39

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPT	TION	CLEARED	AMOUNT
4804						
06/30/2025	Expense	Center Point Energy	ENT ACH DR CP	ENERGY ENTEX 021000 ENT ACH DR CPENERGY ENTEX XXXXXXXX2127461 PPD	Reconciled	-185.65
06/30/2025	Expense	Center Point Energy	ENT ACH DR CP	ENERGY ENTEX 021000 ENT ACH DR CPENERGY ENTEX XXXXXXXX2127461 PPD		185.65
12030 MARSHAL	., FIRE (5283) - 2					
4756						
06/22/2025	Expense	Adobe	ADOBE INC.	408-536-6000 CA US	Reconciled	46.53
06/22/2025	Expense	Adobe	ADOBE INC.	408-536-6000 CA US		46.53

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE NUM	NAME	MEMO/DESCRIPTION				CLEARED	AMOUNT
12040 MILLER, HOWA	ARD (3921) - 2							
4678								
06/10/2025	Expense		Dispatch training for Bald	win - MEDICAL	PRIORITY CONSU	J PRIORITYDISPAUT US	Reconciled	425.00
06/10/2025	Expense		Dispatch training for Bald	win - MEDICAL	PRIORITY CONSU	J PRIORITYDISPAUT US		425.00
11020 SAVINGS (8337	7)							
4564								
06/03/2025	Expense					XXX2634:cash transfer to pay VMIG	Reconciled	-93,171.13
06/03/2025 4599	Expense		Transfer XXX8337 to XXX	X2634:cash Tra	nsfer XXX8337 to X	XX2634:cash transfer to pay VMIG	Uncleared	93,171.13
06/06/2025	Expense		Transfer XXX8337 to XXX	X2634:bill Trans	fer XXX8337 to XX	X2634:bills payment batch 060620	Reconciled	-60,000.00
06/06/2025 4666	Expense		Transfer XXX8337 to XXX	X2634:bill Trans	fer XXX8337 to XX	X2634:bills payment batch 060620	Uncleared	60,000.00
06/10/2025	Expense		Transfer XXX8337 to XXX	X2634:payr Trar	nsfer XXX8337 to X	XX2634:payroll and bills 15th of	Reconciled	-300,000.00
06/10/2025 4778	Expense		Transfer XXX8337 to XXX	X2634:payr Trar	nsfer XXX8337 to X	XX2634:payroll and bills 15th of	Uncleared	300,000.00
06/26/2025	Expense		Transfer XXX8337 to XXX	X2634:navr Trar	nefor XXX8337 to X	XX2634:payroll and bills end of m	Reconciled	-300,000.00
06/26/2025	Expense					XX2634:payroll and bills end of m	Uncleared	300,000.00
4843	ZAPONOO		11411010170000710700	1.200 1.pay1 11ai	10.017000071071	on the state of the state of the state of the	onologi od	000,000.00
06/27/2025	Expense		Transfer XXX8337 to XXX	X2634: Mon Tra	nsfer XXX8337 to >	(XX2634: Monthly Meals Allowance T	Reconciled	-3,833.31
06/27/2025	Expense					(XX2634: Monthly Meals Allowance T	Uncleared	3,833.31
12050 STUART, KATH	•					,		
4594	,							
06/03/2025	Expense	Namecheap	NAME-CHEAP.COM* YH	12XC1 WWW.	NAMECHEAPAZ US	S	Reconciled	6.88
06/03/2025	Expense	Namecheap	NAME-CHEAP.COM* YH	12XC1 WWW.N	NAMECHEAPAZ US	S		6.88
4595								
06/05/2025	Expense	QuickBooks Payments	INTUIT *QBooks Online	CL.INTUIT.CC	MCA US		Reconciled	250.51
06/05/2025 4652	Expense	QuickBooks Payments	INTUIT *QBooks Online	CL.INTUIT.CC	OMCA US			250.51
06/08/2025	Expense	Signup Genius	SIGNUPGENIUS	SIGNUPGENIL	JS.NC US		Reconciled	11.99
06/08/2025 4747	Expense	Signup Genius	SIGNUPGENIUS	SIGNUPGENIU	JS.NC US			11.99
06/19/2025	Expense	Walgreens	WALGREENS #1583	HOUSTON	TX US		Reconciled	4.86
06/19/2025	Expense	Walgreens	WALGREENS #1583	HOUSTON	TX US			4.86

#### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4821						
06/27/2025	Expense		Amazon	AMAZON MARK* NQ4ZC5WC2 AMAZON.COM/MAWA US	Reconciled	153.04
06/27/2025	Expense		Amazon	AMAZON MARK* NQ4ZC5WC2 AMAZON.COM/MAWA US		153.04
4822						
06/27/2025	Expense		Walgreens	WALGREENS #1583 HOUSTON TX US	Reconciled	9.72
06/27/2025	Expense		Walgreens	WALGREENS #1583 HOUSTON TX US		9.72
4823						
06/30/2025	Expense		Amazon	AMAZON MARK* N34XU3PH2 AMAZON.COM/MAWA US	Reconciled	65.09
06/30/2025	Expense		Amazon	AMAZON MARK* N34XU3PH2 AMAZON.COM/MAWA US		65.09
Tipalti Clearing Accoun	t					
4555						
06/04/2025	Bill Payment (Check)	d200f0aea523443e	Bound Tree		Uncleared	-826.26
06/04/2025	Bill Payment (Check)	d200f0aea523443e	Bound Tree			-826.26
4556						
06/04/2025	Bill Payment (Check)	9baf919496734ee9	Metro Fire		Uncleared	-455.00
06/04/2025	Bill Payment (Check)	9baf919496734ee9	Metro Fire			-455.00
4680						
06/12/2025	Bill Payment (Check)	2fa2ea982644f0_1	Siddons-Martin Emergency Group		Uncleared	-12,032.43
06/12/2025	Bill Payment (Check)	2fa2ea982644f0_1	Siddons-Martin Emergency Group			-12,032.43
4681						
06/12/2025	Bill Payment (Check)	f23cce355f304c49	Bound Tree		Uncleared	-1,700.38
06/12/2025	Bill Payment (Check)	f23cce355f304c49	Bound Tree			-1,700.38
4682						
06/12/2025	Bill Payment (Check)	f2817455700f4df6	Bound Tree		Uncleared	-53.74
06/12/2025	Bill Payment (Check)	f2817455700f4df6	Bound Tree			-53.74
4683						
06/12/2025	Bill Payment (Check)	228402a838cd4921	Beasley Tire Service Houston		Uncleared	-2,916.72
06/12/2025	Bill Payment (Check)	228402a838cd4921	Beasley Tire Service Houston			-2,916.72
4684						
06/12/2025	Bill Payment (Check)	e1ce859575f64a27	Siddons-Martin Emergency Group		Uncleared	-1,800.08
06/12/2025	Bill Payment (Check)	e1ce859575f64a27	Siddons-Martin Emergency Group			-1,800.08

#### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4685						
06/12/2025	Bill Payment (Check)	665c316983b049bc	Beasley Tire Service Houston		Uncleared	-1,838.86
06/12/2025	Bill Payment (Check)	665c316983b049bc	Beasley Tire Service Houston			-1,838.86
4686	, , ,		·			
06/12/2025	Bill Payment (Check)	d2f82d1458254ea0	Randle Law Office		Uncleared	-3,172.50
06/12/2025	Bill Payment (Check)	d2f82d1458254ea0	Randle Law Office			-3,172.50
4687						
06/12/2025	Bill Payment (Check)	a5843bfd8512469e	JEP Telecom Licensing Services		Uncleared	-37.50
06/12/2025	Bill Payment (Check)	a5843bfd8512469e	JEP Telecom Licensing Services			-37.50
4729						
06/18/2025	Bill Payment (Check)	b05c3abd59c24071	Bound Tree		Uncleared	-20.78
06/18/2025	Bill Payment (Check)	b05c3abd59c24071	Bound Tree			-20.78
4730						
06/18/2025	Bill Payment (Check)	5073ddfacf5b45db	Handtevy		Uncleared	-4,618.93
06/18/2025	Bill Payment (Check)	5073ddfacf5b45db	Handtevy			-4,618.93
4741						
06/22/2025	Bill Payment (Check)	fc7ef70e3cfc4fb3	3L Energy Solutions		Uncleared	-1,322.25
06/22/2025	Bill Payment (Check)	fc7ef70e3cfc4fb3	3L Energy Solutions			-1,322.25
4742						
06/22/2025	Bill Payment (Check)	6d5e50069ba440a1	Frazer		Uncleared	-698.24
06/22/2025	Bill Payment (Check)	6d5e50069ba440a1	Frazer			-698.24
4743						
06/23/2025	Bill Payment (Check)	87cf3db93ece42ec	Metro Fire		Uncleared	-16,262.00
06/23/2025	Bill Payment (Check)	87cf3db93ece42ec	Metro Fire			-16,262.00
4744						
06/23/2025	Bill Payment (Check)	9b27471a7ceb45b4	Lion Total Care		Uncleared	-4,928.75
06/23/2025	Bill Payment (Check)	9b27471a7ceb45b4	Lion Total Care			-4,928.75
4745						
06/23/2025	Bill Payment (Check)	6bf39bf4649d4f01	Lion Total Care		Uncleared	-4,407.59
06/23/2025	Bill Payment (Check)	6bf39bf4649d4f01	Lion Total Care			-4,407.59
4754						
06/25/2025	Bill Payment (Check)	5340fbff811a4f5b	Deep East Texas		Uncleared	-26,887.51
06/25/2025	Bill Payment (Check)	5340fbff811a4f5b	Deep East Texas			-26,887.51

### Village Fire Department

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLEARED	AMOUNT
4755						
06/25/2025	Bill Payment (Check)	e1b1aa0ac7254197	Accutek		Uncleared	-6,133.58
06/25/2025	Bill Payment (Check)	e1b1aa0ac7254197	Accutek			-6,133.58

#### Budget vs. Actuals: Budget 2025-03 Approved - FY25 P&L

January - June, 2025

			ТО	TAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
Income						
Total Income			\$0	\$0	0%	0%
GROSS PROFIT	\$0	\$0	\$0	\$0	0%	0%
Expenses						
15000 Capital Expenditures						
15015 Contingency-Physical Plant	0	123,000	-123,000	123,000	0.00 %	100.00 %
15020 Misc. Tools & Equip Fire	80,255	43,000	37,255	-37,255	187.00 %	-87.00 %
15025 Misc. Tools & Equip EMS		6,400	-6,400	6,400		100.00 %
15030 Protective & Bunker Gear	0	11,700	-11,700	11,700	0.00 %	100.00 %
15035 Apparatus Computers	1,424		1,424	-1,424		
15050 Office Computers	8,816	5,000	3,816	-3,816	176.00 %	-76.00 %
15055 Radios	38	2,700	-2,663	2,663	1.00 %	99.00 %
Total 15000 Capital Expenditures	90,533	191,800	-101,267	101,267	47.00 %	53.00 %
16000 Personnel Expeditures						
BENEFITS (Category Account)						
16040 Basic Life, ADD, LTD Insurance	10,286	12,600	-2,314	2,314	82.00 %	18.00 %
16050 Employee Retirement - TMRS	179,970	214,130	-34,160	34,160	84.00 %	16.00 %
16060 Health Insurance	473,808	522,300	-48,492	48,492	91.00 %	9.00 %
16070 Worker's Compensation Insurance	54,729	46,800	7,929	-7,929	117.00 %	-17.00 %
16100 Meal Allowance	19,167	23,000	-3,833	3,833	83.00 %	17.00 %
Total BENEFITS (Category Account)	737,960	818,830	-80,870	80,870	90.00 %	10.00 %
PAYROLL (Category Account)						
16010 Base Pay	2,668,387	2,894,500	-226,113	226,113	92.00 %	8.00 %
16015 Longevity Pay	11,656	13,300	-1,644	1,644	88.00 %	12.00 %
16016 Higher Class Pay	16,035	10,868	5,168	-5,168	148.00 %	-48.00 %
16018 Professional Certification Pay	31,093	34,820	-3,727	3,727	89.00 %	11.00 %
16020 457 Plan Contribution		57,890	-57,890	57,890		100.00 %
16030 FICA Tax	193,672	244,490	-50,818	50,818	79.00 %	21.00 %
OVERTIME (Parent Account)						
16011 Overtime - Regular	80,169	150,000	-69,831	69,831	53.00 %	47.00 %
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#### Budget vs. Actuals: Budget 2025-03 Approved - FY25 P&L

			TO	TAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
16012 Overtime - Medical Standby Events	3,971	5,045	-1,074	1,074	79.00 %	21.00 %
16013 Overtime - Training		24,480	-24,480	24,480		100.00 %
16014 Overtime - CPR	4,961	5,045	-84	84	98.00 %	2.00 %
Total OVERTIME (Parent Account)	89,101	184,570	-95,469	95,469	48.00 %	52.00 %
Total PAYROLL (Category Account)	3,009,945	3,440,437	-430,492	430,492	87.00 %	13.00 %
Total 16000 Personnel Expeditures	3,747,905	4,259,267	-511,362	511,362	88.00 %	12.00 %
17000 Operating Expeditures						
17200 OFFICE (Category Account)						
17207 Bank Service Charges	74	1,000	-926	926	7.00 %	93.00 %
OFFICE SOFTWARE (Parent Account)						
17211 Adobe	539	400	139	-139	135.00 %	-35.00 %
17219 Office Phones (8x8)	2,253	3,000	-747	747	75.00 %	25.00 %
17221 HRIS (UKG Workforce Ready/Americhex)	5,617	9,630	-4,014	4,014	58.00 %	42.00 %
17223 Accounting (QuickBooks)	1,503	1,545	-42	42	97.00 %	3.00 %
17225 Office Software	486	6,000	-5,514	5,514	8.00 %	92.00 %
Tipalti Transaction Fee	10,115	5,000	5,115	-5,115	202.00 %	-102.00 %
Total OFFICE SOFTWARE (Parent Account)	20,512	25,575	-5,063	5,063	80.00 %	20.00 %
OFFICE SUPPLIES (Parent Account)						
17203 Shipping	247	300	-53	53	82.00 %	18.00 %
17205 Office Supplies	1,953	5,750	-3,797	3,797	34.00 %	66.00 %
17213 Postage Meter Rental	462	900	-438	438	51.00 %	49.00 %
17217 VFD Branded Stationary	545	250	295	-295	218.00 %	-118.00 %
Total OFFICE SUPPLIES (Parent Account)	3,207	7,200	-3,993	3,993	45.00 %	55.00 %
Total 17200 OFFICE (Category Account)	23,794	33,775	-9,981	9,981	70.00 %	30.00 %
17300 PROFESSIONAL SERVICES (Category Account)	3,775		3,775	-3,775		
17302 Legal Services	12,554	18,000	-5,447	5,447	70.00 %	30.00 %
17304 Accounting Services	32,031	8,000	24,031	-24,031	400.00 %	-300.00 %
17306 IT Services	18,388	15,945	2,443	-2,443	115.00 %	-15.00 %
17308 Health Insurance Consulting Services	10,400	6,612	3,788	-3,788	157.00 %	-57.00 %

#### Budget vs. Actuals: Budget 2025-03 Approved - FY25 P&L

			TO	TAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
17309 Medical Director Services	13,730	12,500	1,231	-1,231	110.00 %	-10.00 %
17310 Salary/Benefit Survey Services		2,500	-2,500	2,500		100.00 %
17311 Legal Notices & Advertising		5,000	-5,000	5,000		100.00 %
17313 Other Professional and/or Miscellaneous Services	1,049	13,500	-12,451	12,451	8.00 %	92.00 %
Total 17300 PROFESSIONAL SERVICES (Category Account)	91,927	82,057	9,869	-9,869	112.00 %	-12.00 %
DISPATCH (Category Account)						
17230 Dispatch Alerting System (US Designs)		5,500	-5,500	5,500		100.00 %
17240 Electronic Protocol Cards - Pro QA	53		53	-53		
17250 Translation Service - Language Line	11	100	-90	90	11.00 %	89.00 %
Total DISPATCH (Category Account)	64	5,600	-5,536	5,536	1.00 %	99.00 %
EVENTS & OTHER (Category Account)						
17401 VFD Fire Commission & Meeting Expenses	2,340	3,790	-1,450	1,450	62.00 %	38.00 %
17403 VFD Employee Appreciation & Events	2,256	5,000	-2,744	2,744	45.00 %	55.00 %
17405 CPR Supplies, Cards, & Equipment	72	1,500	-1,428	1,428	5.00 %	95.00 %
17407 Emergency Contingency		10,000	-10,000	10,000		100.00 %
Total EVENTS & OTHER (Category Account)	4,668	20,290	-15,622	15,622	23.00 %	77.00 %
FIRE PREVENTION - FIRE MARSHAL'S OFFICE (Category Account)						
17070 Public Education, Relations, Promotions	188	2,500	-2,312	2,312	8.00 %	92.00 %
17072 Fire Investigations		250	-250	250		100.00 %
17073 Law Enforcement Equipment		50	-50	50		100.00 %
Total FIRE PREVENTION - FIRE MARSHAL'S OFFICE (Category Account)	188	2,800	-2,612	2,612	7.00 %	93.00 %
FIRE STATION (Category Account)						
17030 Building Maintenance	5,638	15,000	-9,362	9,362	38.00 %	62.00 %
17035 Station Supplies	9,992	9,000	992	-992	111.00 %	-11.00 %
17086 Rent		5	-5	5		100.00 %
17090 Property & Casualty Insurance	36,076	50,000	-13,924	13,924	72.00 %	28.00 %
17140 Utilities	17,032	33,500	-16,468	16,468	51.00 %	49.00 %
Total FIRE STATION (Category Account)	68,738	107,505	-38,767	38,767	64.00 %	36.00 %
MAINTENANCE (Category Account)						

#### Budget vs. Actuals: Budget 2025-03 Approved - FY25 P&L

			TO	TAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
17100 Vehicle Maintenance	1,003	92,500	-91,497	91,497	1.00 %	99.00 %
17101 MaintChief's Truck	7,902		7,902	-7,902		
17102 MaintFire Marshal's Car	111		111	-111		
17105 MaintPumper (E1)	75,138		75,138	-75,138		
17107 MaintLadder (L1) (deleted)	49		49	-49		
17108 MaintAmbulance (Medic 1)	2,434		2,434	-2,434		
17109 MaintAmbulance (Medic 2)	1,630		1,630	-1,630		
17112 MaintPumper (E2)	34		34	-34		
17115 MaintDeputy Chief's Car (D1)	426		426	-426		
Total 17100 Vehicle Maintenance	88,727	92,500	-3,773	3,773	96.00 %	4.00 %
17123 Equipment & Supplies Maintenance	4,501	18,200	-13,699	13,699	25.00 %	75.00 %
17099 Maintenance of Equipment	936		936	-936		
17110 MaintOther	697		697	-697		
17111 MaintContracts	4,291		4,291	-4,291		
Total 17123 Equipment & Supplies Maintenance	10,425	18,200	-7,775	7,775	57.00 %	43.00 %
17127 Knox Contract		400	-400	400		100.00 %
17131 Bunker Gear Maintenance	14,961	13,800	1,161	-1,161	108.00 %	-8.00 %
17133 SCBA Maintenance	8,624	7,500	1,124	-1,124	115.00 %	-15.00 %
17135 Fuel System Maintenance	665	2,500	-1,835	1,835	27.00 %	73.00 %
Total MAINTENANCE (Category Account)	123,402	134,900	-11,498	11,498	91.00 %	9.00 %
RED TRUCKS & SAVING LIVES (Category Account)						
17010 Ambulance Medical Supplies	31,512	30,000	1,512	-1,512	105.00 %	-5.00 %
17020 Dues & Subscriptions	288	2,475	-2,187	2,187	12.00 %	88.00 %
17040 IP Address VPN (PS Lightwave)	6,091	4,410	1,681	-1,681	138.00 %	-38.00 %
17041 Internet & TV (Comcast & Starlink)	7,077	9,900	-2,823	2,823	71.00 %	29.00 %
17042 Mobile Device Services	2,890	3,050	-160	160	95.00 %	5.00 %
17043 City of Houston Radio System	338	9,840	-9,503	9,503	3.00 %	97.00 %
17044 Communications (Motorola 47 & NICE)	42,109	22,790	19,319	-19,319	185.00 %	-85.00 %
17045 Incident Records & CAD (Propheonix)	25,838	14,405	11,433	-11,433	179.00 %	-79.00 %
17046 Training Software & Vehicle Checks (Vector Solutions)		4,300	-4,300	4,300		100.00 %

#### Budget vs. Actuals: Budget 2025-03 Approved - FY25 P&L

			TO	ΓAL		
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
17047 EMS Protocol App (Handtevy)	4,819	2,310	2,509	-2,509	209.00 %	-109.00 %
17048 EMS Equipment Maintence (ProCare/Stryker)	20,545	11,235	9,310	-9,310	183.00 %	-83.00 %
17085 Fuel (for VFD vehicles - Fuelman, Gas Stations)	69	27,500	-27,431	27,431	0.00 %	100.00 %
17136 Vehicle Licenses & Permits	59	2,500	-2,441	2,441	2.00 %	98.00 %
17190 Uniforms	12,224	27,600	-15,376	15,376	44.00 %	56.00 %
Total RED TRUCKS & SAVING LIVES (Category Account)	153,859	172,315	-18,456	18,456	89.00 %	11.00 %
TRAINING (Category Account)						
17160 Fire Certification Fees	1,283	3,650	-2,367	2,367	35.00 %	65.00 %
17170 Fire Training	18,200	16,000	2,200	-2,200	114.00 %	-14.00 %
17171 EMS Training	3,450	9,000	-5,550	5,550	38.00 %	62.00 %
17173 EMS Certification Fees	96	3,000	-2,904	2,904	3.00 %	97.00 %
17175 Emergency Management Training (TDEM)	678	3,000	-2,322	2,322	23.00 %	77.00 %
17177 Fire Marshal Training & Certification Fees	1,433	4,000	-2,567	2,567	36.00 %	64.00 %
17183 Dispatch Training & Certification Fees	-424	4,500	-4,924	4,924	-9.00 %	109.00 %
17185 Admin. Training & Certification Fees	20	2,500	-2,480	2,480	1.00 %	99.00 %
17187 General Supplies for Training	134	0	134	-134		
Total TRAINING (Category Account)	24,872	45,650	-20,779	20,779	54.00 %	46.00 %
Total 17000 Operating Expeditures	491,511	604,893	-113,382	113,382	81.00 %	19.00 %
17080 Gas & Oil Inventory	53,352		53,352	-53,352		
27140 CR - Capital Expenditure (CRF)	65,218	280,000	-214,782	214,782	23.00 %	77.00 %
Total Expenses	\$4,448,519	\$5,335,960	\$ -887,441	\$887,441	83.00 %	17.00 %
NET OPERATING INCOME	\$ -4,448,519	\$ -5,335,960	\$887,441	\$ -887,441	83.00 %	17.00 %
NET INCOME	\$ -4,448,519	\$ -5,335,960	\$887,441	\$ -887,441	83.00 %	17.00 %

#### Profit and Loss % of Total Income

#### Village Fire Department

	JUN 1 - JUN 30 2025	% OF INCOME
Income		
14000 City Assessments General Fund	0	0.0 %
14010 Bunker Hill Village	156,368.73	18.72 %
14020 Hedwig Village	152,253.77	18.23 %
14030 Hilshire Village	24,689.80	2.96 %
14040 Hunter's Creek Village	183,116.00	21.92 %
14050 Piney Point Village	172,828.60	20.69 %
14060 Spring Valley Village	133,736.42	16.01 %
Total for 14000 City Assessments General Fund	\$822,993.32	98.54 %
14200 Fuel Cost Reimbursements	4,550.03	0.54 %
14275 Fuel Admin Fee	41.92	0.01 %
14500 CPR Income	351.20	0.04 %
14600 COBRA Income	1,851.54	0.22 %
14910 Interest Income	5,034.45	0.6 %
14930 Miscellaneous Income	395.40	0.05 %
Total for Income	\$835,217.86	100.0 %
Cost of Goods Sold		0.0 %
Gross Profit	\$835,217.86	100.0 %
Expenses		
16000 Personnel Expeditures	0	0.0 %
BENEFITS (Category Account)	0	0.0 %
16040 Basic Life, ADD, LTD Insurance	1,746.13	0.21 %
16050 Employee Retirement - TMRS	30,710.50	3.68 %
16060 Health Insurance	77,162.77	9.24 %
16070 Worker's Compensation Insurance	8,963.50	1.07 %
16100 Meal Allowance	3,833.31	0.46 %
Total for BENEFITS (Category Account)	\$122,416.21	14.66 %
PAYROLL (Category Account)	0	0.0 %
16010 Base Pay	464,542.15	55.62 %
16015 Longevity Pay	1,970.00	0.24 %
16016 Higher Class Pay	2,935.39	0.35 %
16018 Professional Certification Pay	5,230.42	0.63 %
16030 FICA Tax	34,082.37	4.08 %
OVERTIME (Parent Account)	0	0.0 %
16011 Overtime - Regular	17,967.10	2.15 %
16012 Overtime - Medical Standby Events	836.64	0.1 %
16014 Overtime - CPR	717.12	0.09 %
Total for OVERTIME (Parent Account)	\$19,520.86	2.34 %

# Profit and Loss % of Total Income

# Village Fire Department

June 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JUN 1 - JUN 30 2025	% OF INCOME
Total for PAYROLL (Category Account)	\$528,281.19	63.25 %
Total for 16000 Personnel Expeditures	\$650,697.40	77.91 %
17000 Operating Expeditures	0	0.0 %
17200 OFFICE (Category Account)	0	0.0 %
OFFICE SOFTWARE (Parent Account)	0	0.0 %
17211 Adobe	46.53	0.01 %
17219 Office Phones (8x8)	450.69	0.05 %
17221 HRIS (UKG Workforce Ready/Americhex)	892.25	0.11 %
17223 Accounting (QuickBooks)	250.51	0.03 %
17225 Office Software	296.26	0.04 %
Tipalti Transaction Fee	89.40	0.01 %
Total for OFFICE SOFTWARE (Parent Account)	\$2,025.64	0.24 %
OFFICE SUPPLIES (Parent Account)	0	0.0 %
17203 Shipping	216.06	0.03 %
17205 Office Supplies	304.33	0.04 %
17213 Postage Meter Rental	230.82	0.03 %
Total for OFFICE SUPPLIES (Parent Account)	\$751.21	0.09 %
Total for 17200 OFFICE (Category Account)	\$2,776.85	0.33 %
17300 PROFESSIONAL SERVICES (Category Account)	0	0.0 %
17302 Legal Services	3,172.50	0.38 %
17304 Accounting Services	3,150.00	0.38 %
17306 IT Services	6,133.58	0.73 %
17309 Medical Director Services	1,596.14	0.19 %
Total for 17300 PROFESSIONAL SERVICES (Category Account)	\$14,052.22	1.68 %
EVENTS & OTHER (Category Account)	0	0.0 %
17401 VFD Fire Commission & Meeting Expenses	978.48	0.12 %
17405 CPR Supplies, Cards, & Equipment	11.99	0.0 %
Total for EVENTS & OTHER (Category Account)	\$990.47	0.12 %
FIRE PREVENTION - FIRE MARSHAL'S OFFICE (Category Account)	0	0.0 %
17070 Public Education, Relations, Promotions	150.00	0.02 %
Total for FIRE PREVENTION - FIRE MARSHAL'S OFFICE (Category Account)	\$150.00	0.02 %
FIRE STATION (Category Account)	0	0.0 %
17030 Building Maintenance	2,817.40	0.34 %
17035 Station Supplies	1,072.27	0.13 %
17090 Property & Casualty Insurance	-15,382.67	-1.84 %
17140 Utilities	3,305.68	0.4 %
Total for FIRE STATION (Category Account)	-\$8,187.32	-0.98 %

# Profit and Loss % of Total Income

# Village Fire Department

June 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JUN 1 - JUN 30 2025	% OF INCOME
MAINTENANCE (Category Account)	0	0.0 %
17100 Vehicle Maintenance	0	0.0 %
17108 MaintAmbulance (Medic 1)	286.82	0.03 %
Total for 17100 Vehicle Maintenance	\$286.82	0.03 %
17123 Equipment & Supplies Maintenance	\$180.34	0.02 %
17110 MaintOther	270.50	0.03 %
Total for 17123 Equipment & Supplies Maintenance	\$450.84	0.05 %
17131 Bunker Gear Maintenance	5,624.62	0.67 %
17133 SCBA Maintenance	1,413.89	0.17 %
Total for MAINTENANCE (Category Account)	\$7,776.17	0.93 %
RED TRUCKS & SAVING LIVES (Category Account)	0	0.0 %
17010 Ambulance Medical Supplies	8,379.88	1.0 %
17040 IP Address VPN (PS Lightwave)	1,015.22	0.12 %
17041 Internet & TV (Comcast & Starlink)	662.98	0.08 %
17042 Mobile Device Services	562.08	0.07 %
17045 Incident Records & CAD (Propheonix)	25,837.80	3.09 %
Total for RED TRUCKS & SAVING LIVES (Category Account)	\$36,457.96	4.37 %
TRAINING (Category Account)	0	0.0 %
17170 Fire Training	886.16	0.11 %
17173 EMS Certification Fees	96.00	0.01 %
17183 Dispatch Training & Certification Fees	425.00	0.05 %
Total for TRAINING (Category Account)	\$1,407.16	0.17 %
Total for 17000 Operating Expeditures	\$55,423.51	6.64 %
Total for Expenses	\$706,120.91	84.54 %
Net Operating Income	\$129,096.95	15.46 %
Other Income		0.0 %
Other Expenses		0.0 %
Net Other Income	0	0.0 %
Net Income	\$129,096.95	15.46 %

## Village Fire Department

FULL NAME	TOTAL
OPERATING ACTIVITIES	
Net Income	129,096.95
Adjustments to reconcile Net Income to Net Cash provided by operations:	
11080 Payroll Clearing	
11090 Cash Transfers	
11315 Prepaid Expenses	9,055.13
11320 Prepaid Insurance	17,522.97
11710 Due to/from Capital Replacement Fund	16,666.66
12025 12025 BUCKERT, AMY (6002) - 2	-529.48
12030 MARSHAL, FIRE (5283) - 2	-211.36
12035 12035 MILLER, TIMOTHY (2075) - 2	622.35
12040 MILLER, HOWARD (3921) - 2	-972.02
12045 12045 DEPAUL, FRANK (4657) - 2	-3,792.13
12050 STUART, KATHERINE (3345) - 2	-134.91
12060 WITT, STEVE (9719) - 2	-3,394.95
12110 FICA Payable	97.96
12120 Fed Income Tax W/H Payable	111.27
12130 Employee Medical Plan 125	
12140 Deferred Compensation	
12160 Firefighters Dues	
12170 Prepaid Legal Services	
12190 Special Employee W/H Payable	0.02
12200 Supp. Life Ins. W/H	0.01
12310 Retirement Contrib. Payable	1,759.06
32020 Ambulance Funds Payable (ABF)	0.09
Accounts Payable (A/P)	-76,123.97
Accounts Receivable (A/R)	-2,194.74
Total for Adjustments to reconcile Net Income to Net Cash provided by operations:	-\$41,518.04
Net cash provided by operating activities	\$87,578.91
INVESTING ACTIVITIES	0
FINANCING ACTIVITIES	0
NET CASH INCREASE FOR PERIOD	\$87,578.91
Cash at beginning of period	\$2,268,813.23
CASH AT END OF PERIOD	\$2,356,392.14

## Village Fire Department

FULL NAME	TOTAL
OPERATING ACTIVITIES	
Net Income	-38,736.10
Adjustments to reconcile Net Income to Net Cash provided by operations:	
21710 Due to/from General Fund (CRF)	-16,666.66
Accounts Payable (A/P)	65,218.00
Total for Adjustments to reconcile Net Income to Net Cash provided by operations:	\$48,551.34
Net cash provided by operating activities	\$9,815.24
INVESTING ACTIVITIES	0
FINANCING ACTIVITIES	0
NET CASH INCREASE FOR PERIOD	\$9,815.24
Cash at beginning of period	\$2,805,585.05
CASH AT END OF PERIOD	\$2,815,400.29

# Village Fire Department

FULL NAME	TOTAL
OPERATING ACTIVITIES	
Net Income	-186,679.62
Adjustments to reconcile Net Income to Net Cash provided by operations:	
32020 Ambulance Funds Payable (ABF)	222,505.00
Total for Adjustments to reconcile Net Income to Net Cash provided by operations:	\$222,505.00
Net cash provided by operating activities	\$35,825.38
INVESTING ACTIVITIES	0
FINANCING ACTIVITIES	0
NET CASH INCREASE FOR PERIOD	\$35,825.38
Cash at beginning of period	\$197,694.40
CASH AT END OF PERIOD	\$233,519.78

# Village Fire Department

FULL NAME	TOTAL
OPERATING ACTIVITIES	
Net Income	366.22
Adjustments to reconcile Net Income to Net Cash provided by operations:	0
Net cash provided by operating activities	\$366.22
INVESTING ACTIVITIES	0
INVESTING ACTIVITIES FINANCING ACTIVITIES	0 0
	· ·
FINANCING ACTIVITIES	0

# 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

To: Village Fire Department Fire Commission From: Amy Buckert, Administrator/Finance Director

**CC:** Howard Miller, Fire Chief

**Date:** July 17, 2025

Re: June Administrator's Report

Please find below an overview of the financial statements and reports for June 2025. These percentages do not yet reflect 2025 Budget Amendments.

Summary of VFD Financial Performance as of end of June (50% of the budget year):

February Revenue:

- Total General Fund revenue year-to-date is tracking at 60%.
- Mostly a function of not budgeting fuel cost reimbursements, misc income and interest income

#### February Expenses:

- Personnel Expenses: 47% of budget
- Operational Expenses: 47% of budget
- Professional Services continue to be over budget due to the fraud investigation, price increases, and the software conversion
- Vehicle Maintenance and Maintenance are tracking a little high, will continue to monitor
- Higher Class pay tracking high due to officer out on injury

#### Key Highlights:

- Tipalti rollout of AP module is complete, procurement is mostly complete, credit cards are in progress
- Using QBO Reporting, need feedback, may need to go back to ORW for review of reports, at least temporarily
- RFQ for Audit published
- Signed up with BuyBoard to assist with purchasing functions

#### **Policies Update**

The following policies have been drafted and are being presented this evening for consideration by the Commission:

• Investment Policy – modeled after Olmos Park's which was done by the City Financial Services Team through TML: City Financial Services | Texas Municipal League, TX

#### **Next Steps:**

- Finish Audit work
- Meet with ORW re: financials
- Work on a more aggressive cash management plan to get funds working for us

Account Type	Purchase Date	Maturity Date	Interest (Yield)	EOM Balance	Interest Earned
General Fund	N/A	On Demand	2.58%	\$487,849.88	\$945.70
Capital Fund	N/A	On Demand	2.58%	\$241,750.03	\$505.62
Facility Fund	N/A	On Demand	2.58%	\$3,191.74	\$6.68
Ambulance Fund (WF)	N/A	On Demand	%89.0	\$0.00	\$0.00
Ambulance Fund (St)	N/A	On Demand	2.58%	\$231,056.56	\$446.79
VMIG	N/A	On Demand	%0	\$114,244.80	\$0.00
Savings	N/A	On Demand	2.58%	\$1,156,114.66	\$2,685.73
TexasClass	N/A	On Demand	4.40%	\$3,066,380.34	\$11,073.63
Totals:				\$5,300,588.01	\$15,664.15

This report complies with the requirements of the Public Funds Investment Act and covers all the funds of the Village Fire Department that are subject to that law.

Amy Buckert Administrator/Finance Director

# 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

**To:** Village Fire Department Fire Commission **From:** Amy Buckert, Administrator/Finance Director

**CC:** Howard Miller, Fire Chief

**Date:** July 17, 2025

Re: Investment Policy Memo

The attached Investment Policy was drafted to comply with Public Funds Investment Act (PFIA), audit requirements, and best management practices. It was modeled after the City of Olmos Park. Olmos Park used the <a href="City Financial Services group from Texas Municipal League">City Financial Services group from Texas Municipal League</a> to come in and review their policy and help rewrite a more comprehensive one.

The policy includes all the key pieces required by PFIA:

- Objectives
- Responsibility and Control
- Authorized Investments
- Investment Parameters
- Performance Standards
- Selection of Depository and Broker/Dealers
- Collateralization
- Reporting

This policy will need to be reviewed and adopted annually by the Board. Once Broker/Dealers are selected via the process, they will be presented to the Board for approval.

# Village Fire Department Investment Policy

#### I. INTRODUCTION

Effective cash and investment management is fundamental to sound fiscal stewardship. Investment earnings represent a viable and prudent source of revenue for the Village Fire Department (hereinafter "Department"). The Department's investment portfolio shall be designed and managed to achieve the highest reasonable return, consistent with the primary objectives of safety, liquidity, and public trust, while complying with applicable legal and fiduciary standards.

This Policy is written in accordance with:

- The Texas Public Funds Investment Act (PFIA),
- Generally Accepted Accounting Principles (GAAP),
- Governmental Accounting Standards Board (GASB) requirements, and
- Government Finance Officers Association (GFOA) best practices

#### II. PURPOSE

This Policy sets forth investment objectives and strategies for managing the financial assets of the Village Fire Department. It addresses standards and practices necessary for prudent investment management and satisfies PFIA (Texas Government Code Chapter 2256) requirements for formal adoption, training, and periodic review of investment policy.

The Village Fire Commission shall review this Policy annually.

#### III. SCOPE

This Policy applies to all financial assets and funds held by or on behalf of the Department, unless expressly excluded by the Village Fire Commission or by law. These include, but are not limited to:

- General Operating Fund
- Savings Fund
- Capital Replacement Fund
- Ambulance Fund

- Facility Fund
- Any other funds established by the Department

When practical, funds will be pooled for investment purposes. Investment income will be allocated in accordance with GAAP and GASB standards based on each fund's proportional share.

This Policy excludes assets held in trust by external agencies, such as pension or deferred compensation plans.

#### IV. INVESTMENT OBJECTIVES

The Department's investment objectives, in priority order, are:

- 1. **Safety** Preservation of capital is the foremost objective.
- 2. **Liquidity** Sufficient liquidity to meet cash flow obligations.
- 3. **Public Trust** Investments must reflect a high standard of care and transparency.
- 4. **Yield** Return on investments shall be optimized within the constraints of safety and liquidity.

#### V. RESPONSIBILITY AND CONTROL

#### a. Investment Officer

The Department Administrator/Finance Director is designated as the **Investment Officer**, responsible for implementing and monitoring investment activity in accordance with this Policy.

#### **b.** Investment Oversight

The Chair of the Fire Commission shall meet at least semi-annually with the Investment Officer to review strategy, performance, and compliance.

#### c. Training

All designated Investment Officers shall complete PFIA-compliant training:

- Within 12 months of appointment,
- 8 hours every two years thereafter.

#### d. Prudence

Investments shall be made with the judgment and care that a prudent person would exercise under similar circumstances, not for speculation, but for investment.

#### e. Ethics

All personnel involved in the investment process shall avoid conflicts of interest and disclose any personal relationships with investment providers as required by PFIA and state ethics laws.

#### f. Internal Controls

The Investment Officer shall implement internal controls to ensure separation of duties, transaction verification, safekeeping, and compliance with laws. Controls shall be documented and subject to review by independent auditors.

#### g. Oversight by Fire Commission

The Fire Commission retains ultimate fiduciary responsibility. It shall designate investment officers, approve training, review quarterly (minimum) or monthly investment reports, and adopt the Policy annually.

#### VI. AUTHORIZED INVESTMENTS

Only the following are authorized, as defined in the PFIA:

- Obligations of the U.S. Government and its agencies
- Obligations of the State of Texas or its political subdivisions (rated A or higher)
- Fully collateralized certificates of deposit
- FDIC or NCUSIF insured bank deposits
- Repurchase agreements (fully collateralized and held by third party)
- SEC-registered money market mutual funds (rated AAA)
- Local government investment pools (rated AAA and PFIA-compliant)

Investments must be "buy and hold," unless liquidation is necessary due to credit risk or cash flow needs.

#### VII. INVESTMENT PARAMETERS

#### a. Maturity

Investments shall match expected cash flow requirements. The maximum maturity for any investment shall be three years, unless for capital projects where maturities may match project timelines.

#### b. Diversification

To reduce risk, the portfolio shall maintain adequate diversification by:

- Limiting exposure by issuer and sector
- Staggering maturities
- Maintaining liquid reserves

#### c. Competitive Environment

All investment transactions shall be conducted in a competitive environment. Bids and offers shall be solicited from at least three sources when practicable.

#### d. Delivery vs. Payment

All security transactions shall be settled using delivery vs. payment (DVP) to ensure securities are received before funds are released.

#### **VIII. PERFORMANCE STANDARDS**

Portfolio performance shall be measured against the 6-month U.S. Treasury Bill benchmark. The strategy is passive, and securities shall generally be held to maturity.

#### IX. SELECTION OF DEPOSITORY AND BROKER/DEALERS

#### a. Depository

The Department shall procure depository services via RFP every five years. The selected depository must meet legal requirements and provide collateralization as described below.

#### b. Broker/Dealers

An annual review and approval of authorized broker/dealers shall be conducted. All brokers must provide a certification of receipt and understanding of this Policy and the PFIA.

#### X. SAFEKEEPING & COLLATERALIZATION

#### a. Safekeeping

All investments and collateral shall be held in the Department's name by an independent third-party custodian.

#### **b.** Collateralization

Deposits exceeding FDIC insurance shall be collateralized at 102% of principal and interest with authorized securities.

Permissible collateral includes:

- U.S. Treasuries or agencies
- Rated municipal obligations
- FHLB letters of credit
- Other PFIA-authorized instruments

#### XI. REPORTING

Quarterly reports, at a minimum, shall be submitted to the Fire Commission, and include:

- Book and market value of investments
- · Earnings and yield
- Maturity and type allocation
- Statement of PFIA and Policy compliance

Reports shall be signed by the Investment Officer and independently verified by the City's external auditor during the annual audit.

#### XII. POLICY ADOPTION AND ANNUAL REVIEW

This Policy shall be adopted by the Village Fire Commission and reviewed at least annually. Any revisions shall be adopted by formal action and documented accordingly.

#### APPENDIX A - AUTHORIZED BROKER/DEALER LIST

(To be updated annually with Commission approval)

#### RESOLUTION NO. 2025-02

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE VILLAGE FIRE DEPARTMENT ACKNOWLEDING REVIEW AND ADOPTING THE VILLAGE FIRE DEPARTMENT INVESTMENT POLICY.

# BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE VILLAGE FIRE DEPARTMENT:

**Section 1.** That the Public Funds Investment Policy attached hereto and made a part hereof for all purposes is hereby, approved as the official *VILLAGE FIRE DEPARTMENT INVESTMENT POLICY*; and,

**Section 2.** That the attached investment policy complies with the Public Funds Investment Act as amended, and authorizes the investment of the Village Fire Department's funds in safe and prudent investments; and,

**NOW THEREFORE, BE IT RESOLVED,** by the Board of Commissioners of the Village Fire Department, that the VILLAGE FIRE DEPARTMENT INVESTMENT POLICY is hereby approved.

PASSED AND APPROVED this the 23<sup>rd</sup> day of July 2025.

ATTEST:	Chairman, Board of Commissioners Dan Ramey
Secretary	

TO: City Council

VIA: City Engineer

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action on City Engineering.

Agenda Item: 7

#### **Summary:**

Overall, city engineers provide critical technical expertise to guide infrastructure decisions and ensure municipalities can meet the current and future needs of residents. They play a key role in maintaining and improving the quality of life in cities. HDR, Inc. is providing specialized expertise for specific city projects. Ultimately, contracting with engineering firms allows cities to access necessary expertise and services while potentially reducing costs and increasing flexibility in their operations. The following are current items related to engineering activities and reporting:

- a) Letter of Recommendation and Award for the Chapelwood Court Project Bid.
- b) Blalock Point Repairs (Green Oaks and Brompton Court) Quote Approval.
- c) Bothwell/Holidan Way CCTV Quote Approval.
- d) Engineers Report.

#### **Chapelwood Court Drainage Project Overview**

The Chapelwood Court Drainage Project addresses localized stormwater issues impacting residents. The project scope includes drainage improvements and supplemental construction items.

- ▶ Estimated Project Cost: \$171,046.00
- ▶ Bidding Process: Six firms submitted bids.
- ▶ Lowest Bid: SAPO Engineering and Consultants at \$158,550.00.
- Second Lowest Bid: Experts Underground Solutions at \$171,046.00.

HDR Engineering has recommended Experts Underground Solutions as the most qualified contractor based on reference checks and prior project performance.

#### Blalock Point Repairs (Green Oaks and Brompton Court) Quote.

The Council will discuss and consider potential action regarding the quotes received about repairing the sinkholes at Green Oaks and Brompton. As mentioned in the August Engineering Meeting, HDR sought quotes for addressing the sinkhole at Green Oaks and the one located at the turning apron of Brompton Court. Multiple quotes were gathered for this work, and HDR recommends that the Council approve the two quotes provided by Experts Underground

Solutions, totaling \$102,426.00. This repair is classified as an emergency due to the sinkhole's proximity to the roadway.

#### **Bothwell/Holidan Way CCTV Quote**

In July, the city notified HDR about a significant blockage at the inlet outside 11330 Bothwell Way, caused by dirt and tree trimmings. Despite earlier efforts by City staff to clear the debris, the issue persisted. Given the ongoing maintenance challenges with the shallow storm sewers along Holidan Way and Bothwell Way, the city requested HDR to obtain quotes for a CCTV inspection, typically conducted every 4 to 5 years. To optimize efficiency and cost, HDR sought quotes for a simultaneous inspection of both sewer lines. HDR recommends that the Council approve AIMS Company's proposal for \$3,995.00.

#### **Engineer's Status Report Summary:**

The report outlines progress, costs, and the next steps for several key infrastructure projects across Piney Point Village:

#### **Council Agenda Item Cover Memo**

# 8/25/2025 Date of Meeting

To: Mayor and City Council

**Agenda Item:** 

Discuss and take possible action on Chapelwood Court Drainage Project

**SUMMARY/BACKGROUND (WHY):** At the direction of the City and Council, HDR proceeded forward with acquiring references from the second lowest bidder, Experts Underground Solutions. Action is requested to review and potentially approve the bid results and the accompanying Letter of Recommendation for Experts Underground Solutions for the project's construction.

STAFF RECOMMENDATION:	
ESTIMATED COST: \$171,046.00 FUND CURRENT BUDGETED ITEM: YES _ NO _	

PREPARED BY: John Peterson/Grace Moylan

**ATTACHMENTS:** Yes



August 20, 2025

Mayor and City Council Members City of Piney Point Village 7660 Woodway Drive, Suite 460 Houston, Texas 77063

Re: Letter of Recommendation for Chapelwood Court Drainage Improvements

City of Piney Point Village HDR Job No. 10425264

Dear Mayor and City Council Members:

On July 30, 2025, the City received six (6) bids for the above-mentioned project. The project was bid with Drainage and Supplemental Items. The following is a summary of our bid evaluation.

1. <u>Bid Tabulation Sheet</u> – Six (6) construction firms participated in the bidding process. Each bid was checked for mathematical errors and/or bid irregularities. Errors were discovered on two of the bids. The appropriate corrections to the errors were made and included in the attached bid tabulation. The errors did not affect the order of the bids. The bids for the project are as follows:

Contractor	Total Base Bid and Supplemental
SAPO Engineering and Consultants	\$158,550.00
Experts Underground Solutions, LLC	\$171,046.00
AR Turnkee Construction Company	\$185,240.00
GMR Total Solutions LLC	\$211,218.00
MACYAS Construction and Utilities	\$219,840.00
Teamwork Construction Services	\$247,042.00

A copy of the bid tabulation is attached in Section 1 of this report.

- 2. <u>References</u> SAPO Engineering and Consultants provided a list of references on projects they previously performed as general contractors. Please see Section 2 of this report.
- 3. <u>Telephone Conversation with References</u> HDR contacted references provided by the lowest responsive bidder, SAPO Engineering and Consultants and asked them to respond to a questionnaire. HDR received mixed feedback on their previous projects, with none of the projects including drainage improvements in their scope. The references indicated that SAPO Engineering failed to comply with the allotted project time, performed standard to

sub-standard quality of work, and needed a lot of assistance and supervision. Copies of the questionnaires are attached in Section 3 of this report.

- 4. <u>References</u> Due to the responses received from SAPO Engineering and Consultants, HDR moved forward with receiving references from Experts Underground Solutions. Experts Underground Solutions provided a list of references on projects they previously performed as general contractors. Please see Section 4 of this report.
- 5. <u>Telephone Conversations with References</u> HDR contacted references provided by the second lowest responsive bidder, Experts Underground Solutions and asked them to respond to a questionnaire. HDR received overall good ratings on their previous projects of similar size and nature. The references indicated that they were satisfied with the work performed and would use them again in the future. Copies of the questionnaires are attached in Section 5 of this report.

Experts Underground Solutions appears to be a responsible firm that should be capable of performing the specified work in a satisfactory manner. For these reasons listed above, HDR recommends that the City of Piney Point Village award the Chapelwood Court Drainage Improvements Project to Experts Underground Solutions for a not to exceed amount of \$171,046.00.

If you have any questions, please feel free to contact us.

Sincerely,

HDR Engineering, Inc.

John Peterson, P.E., CFM Project Manager

# **SECTION 1**

# Bid Tabulation City of Piney Point Village Chapelwood Court Drainage Improvements

Item	Description of Work			(SAPO Engin	esponsive Bidder leering Consultants LLC)	<u>-</u>	Underground lutions		ee Construction ompany	GMR Total Solutions LLC	MACYAS Construction & Utilities LLC		Construction vices
No.	·												
		Unit	Quantity	Unit	Total	Unit	Total	Unit	Total	Unit Tota		Unit	Total
	GENERAL ITEMS			Price	Amount	Price	Amount	Price	Amount	Price Amou	nt Price Amount	Price	Amount
	GENERAL II EMS										+ + + + + + + + + + + + + + + + + + + +		
1	Mobilization (max 3% of contract price), complete in place, the sum of:	L.S.	1	\$ 4,435.00	\$ 4,435.00	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,500.00 \$ 4,500.00	0 \$ 6,600.00 \$ 6,600.00	\$ 7,400.00	\$ 7,400.00
2	Traffic Control and Regulation, complete in place, the sum of:	L.S.	1	\$ 40,000.00		\$ 8,500.00		\$ 17,000.00	\$ 17,000.00			\$ 9,500.00	\$ 9,500.00
3	Storm Water Pollution Prevention Plan, complete in place, the sum of:	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$ 4,525.00	\$ 4,525.00	\$ 2,000.00	\$ 2,000.00	\$ 1,979.00 \$ 1,979.00	5,000.00	\$ 3,600.00	\$ 3,600.00
4	Remove and Replace Decorative Landscaping, including Flowers, Plants, Bushes, Rocks, and Associated Materials Within Landscaping Area, complete in place, the sum of:	L.S.	1	\$ 2,000.00	\$ 2,000.00	\$ 3,495.00	\$ 3,495.00	\$ 11,000.00	\$ 11,000.00	\$ 6,477.00 \$ 6,477.00	\$ 6,500.00 \$ 6,500.00	\$ 950.00	\$ 950.00
5	Full Depth Concrete Point Repair, including proper removal and disposal of concrete pavement and subgrade, full depth saw cut, subgrade, 12" Thick cement stabilized sand, proof rolling, 7" Thick Reinforced Concrete Pavement, including reinforcement, doweling into existing pavement, undercut/hedaer, joints, and grading, complete in place, the sum of:	S.Y.	30	\$ 100.00	\$ 3,000.00	\$ 150.00	\$ 4,500.00	\$ 273.00	\$ 8,190.00	\$ 289.50 \$ 8,685.00	\$ 180.00 \$ 5,400.00	\$ 495.00	\$ 14,850.00
6	Temporary Driveways, complete in place, the sum of:	EA.	4	\$ 400.00	\$ 1,600.00	\$ 890.00	\$ 3,560.00	\$ 2,000.00	\$ 8,000.00	\$ 1,592.00 \$ 6,368.00	\$ 2,500.00 \$ 10,000.00	\$ 695.00	\$ 2,780.00
7	Remove and Replace 6" Thick Reinforced Concrete Driveway, including proof rolling, subgrade, level up sand, and full depth saw cut, complete in place, the sum of:	S.Y.	100	\$ 85.00	\$ 8,500.00	\$ 135.00	\$ 13,500.00	\$ 233.00	\$ 23,300.00	\$ 170.00 \$ 17,000.00	\$ 128.00 \$ 12,800.00	\$ 295.00	\$ 29,500.00
8	Swale and/or ditch regrading, including cut and fill as required to provide positive drainage to existing and proposed flowline elevations, per plans, complete in place, the sum of:	L.F.	200	\$ 10.00	\$ 2,000.00	\$ 12.00	\$ 2,400.00	\$ 12.00	\$ 2,400.00	\$ 13.30 \$ 2,660.00	\$ 30.00 \$ 6,000.00	\$ 32.00	\$ 6,400.00
_	24" Diameter Reinforced Concrete Pipe, ASTM C76, Class III Storm Sewer, Rubber Gasket Joints, All Depths, Cement Stabilized Sand Bedding and Backfill, complete in place, the sum of:	L.F.	270	\$ 100.00	\$ 27,000.00	\$ 165.00	\$ 44,550.00	\$ 173.00	\$ 46,710.00	\$ 228.00 \$ 61,560.00	180.00 \$ 48,600.00	\$ 285.00	\$ 76,950.00
10	Concrete Collar for connecting Proposed 24" Storm Sewer to Existing 24" Storm Sewer, complete in place, the sum of:	EA.	1	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 3,000.00	\$ 3,000.00	\$ 2,876.00 \$ 2,876.00	3,500.00 \$ 3,500.00	\$ 1,895.00	\$ 1,895.00
11	Type 'A' Storm Sewer Inlet, Including Bedding and Backfill, complete in place, the sum of:	EA.	6	\$ 6,000.00	\$ 36,000.00	\$ 3,998.00	\$ 23,988.00	\$ 4,000.00	\$ 24,000.00	\$ 4,127.00 \$ 24,762.00	5,000.00 \$ 30,000.00	\$ 4,600.00	\$ 27,600.00
12	Removal and Proper Disposal of Existing 18" Storm Sewer, including homemade inlets, grates, and any appurtenances, complete in place, the sum of:	L.F.	200	\$ 15.00	\$ 3,000.00	\$ 19.00	\$ 3,800.00	\$ 20.00	\$ 4,000.00	\$ 49.90 \$ 9,980.00	\$ 48.00 \$ 9,600.00	\$ 58.00	\$ 11,600.00
13	Remove and Dispose of Existing Type 'A' Inlet, including any appurtenances, complete in place, the sum of:	EA.	1	\$ 750.00	\$ 750.00	\$ 900.00	\$ 900.00	\$ 500.00	\$ 500.00	\$ 1,460.00 \$ 1,460.00	\$ 800.00 \$ 800.00	\$ 1,800.00	\$ 1,800.00
14	Trench Safety for All Storm Sewer Greater Than 5' Deep, Including Installation, Operation, and Removal, complete in place, the sum of:	L.F.	270	\$ 5.00	\$ 1,350.00	\$ 5.00	\$ 1,350.00	\$ 10.00	\$ 2,700.00	\$ 8.50 \$ 2,295.00	15.00 \$ 4,050.00	\$ 9.50	\$ 2,565.00
15	6" PVC (C-900) Water Line Adjustment to include 30 L.F. of Water Line, Bends, Fittings, Testing, and 2-8" Wet Connections, complete in place, the sum of:	EA.	1	\$ 2,000.00	\$ 2,000.00	\$ 125.00	\$ 125.00	\$ 3,700.00	\$ 3,700.00	\$ 5,994.00 \$ 5,994.00	\$ 10,000.00 \$ 10,000.00	\$ 5,950.00	\$ 5,950.00
	Sub Total GENERAL ITEMS				\$ 142,635.00		\$ 135,993.00		\$ 161,500.00	\$ 160,914.00	) \$ 161,390.00		\$ 203,340.00
	SUB TOTAL GENERAL ITEMS				\$ 142,033.00		φ 133,993.00		\$ 101,300.00	\$ 100,514.00	\$ 101,390.00		<b>\$</b> 203,340.00
	TREE PROTECTION PLAN ITEMS												
16	Remove tree 12" to 29.99", complete in place, the sum of:	E.A.	2	\$ 750.00	\$ 1,500.00	\$ 985.00	\$ 1,970.00	\$ 750.00	\$ 1,500.00	\$ 1,325.00 \$ 2,650.00	\$ 3,000.00 \$ 6,000.00	\$ 4,950.00	\$ 9,900.00
17	Clearance prune tree, complete in place, the sum of:	E.A.	6	\$ 200.00	\$ 1,200.00	\$ 950.00	\$ 5,700.00	\$ 400.00	\$ 2,400.00	\$ 524.50 \$ 3,147.00	9,000.00	\$ 950.00	\$ 5,700.00
18	Install Tree Protection fence (up to 5,000 L.F.), complete in place, the sum of:	L.F.	400	\$ 1.00	\$ 400.00	\$ 3.75	\$ 1,500.00	\$ 2.00	\$ 800.00	\$ 7.20 \$ 2,880.00	7.50 \$ 3,000.00	\$ 19.73	\$ 7,892.00
19	Install Root Pruning Trench, complete in place, the sum of:	L.F.	40	\$ 10.00	\$ 400.00	\$ 40.00	\$ 1,600.00	\$ 50.00	\$ 2,000.00	\$ 42.30 \$ 1,692.00	80.00 \$ 3,200.00	\$ 65.00	\$ 2,600.00
	Sub Total TREE PROTECTION PLAN ITEMS				\$ 3,500.00		\$ 10,770.00		\$ 6,700.00	\$ 10,369.00	\$ 21,200.00		\$ 26,092.00
	SUPPLEMENTAL ITEMS				+								
	<u> </u>										+ + + + + + + + + + + + + + + + + + + +		
20	Extra 1.5 Sacks of cement per Cubic Yard Added to 7" Concrete Pavement (Total of 7.0 Sacks/Cubic Yard), complete in place, the sum of:	S.Y.	30	\$ 10.00	\$ 300.00	\$ 80.00	\$ 2,400.00	\$ 60.00	\$ 1,800.00	\$ 30.00 \$ 900.00	20.00 \$ 600.00	\$ 10.00	\$ 300.00
21	Well Pointing for Storm Sewer Pipe, All Sizes, All Depths, including All Necessary Appurtenances, complete in place, the sum of:	L.F.	130	\$ 5.00	\$ 650.00	\$ 5.00	\$ 650.00	\$ 1.00	\$ 130.00	\$ 30.00 \$ 3,900.00	50.00 \$ 6,500.00	\$ 10.00	\$ 1,300.00
22	Wet Condition Bedding for Storm Sewer Pipe Installation, All Sizes, All Depths, consisting of Seal Slab Foundation, Filter Fabrics, and All Appurtenances, complete in place, the sum of:	L.F.	130	\$ 5.00	\$ 650.00	\$ 30.00	\$ 3,900.00	\$ 2.00	\$ 260.00	\$ 20.00 \$ 2,600.00	0 \$ 60.00 \$ 7,800.00	\$ 10.00	\$ 1,300.00
23	Installation and Removal of Piezometers, complete in place, the sum of:	EA.	1	\$ 500.00	\$ 500.00	\$ 1,300.00	\$ 1,300.00	\$ 500.00	\$ 500.00	\$ 1,799.00 \$ 1,799.00	\$ 1,800.00 \$ 1,800.00	\$ 650.00	\$ 650.00

# Bid Tabulation City of Piney Point Village Chapelwood Court Drainage Improvements

Item	Description of Work			PO Engine	sponsive Bidder eering Consultan LLC)	ts	•	Und lutic	derground ons	AR Turnkee Cor	e Coı mpar		(	GMR Total So	olutic	ons LLC	ا	MACYAS C Utilit		T	eamwork Ser	Con	
No.	Description of Work	Unit	Quantity	Unit	Tot	al	Unit		Total	Unit		Total		Unit		Total		Unit	Total	-	Unit		Total
24	Remove and Replace Type 'A' Inlet, including bedding and backfill, complete in place, the sum of:	EA.	1	\$ 6,000.00	\$ 6,000.0	00 \$	3,998.00	\$	3,998.00	\$ 2,000.00	\$	2,000.00	\$	1,604.00	\$	1,604.00	\$	5,000.00	\$ 5,000.00	\$ 4	4,950.00	\$	4,950.00
25	Remove and Reset Brick Mailboxes, complete in place, the sum of:	EA.	1	\$ 500.00	\$ 500.0	00 \$	1,450.00	\$	1,450.00	\$ 750.00	\$	750.00	\$	2,994.00	\$	2,994.00	\$	3,500.00	\$ 3,500.00	\$ 2	2,450.00	\$	2,450.00
26	PVC for yard drain connections (6"-8"), all depths, complete in place, the sum of:	EA.	6	\$ 202.50	\$ 1,215.0	00 \$	935.00	\$	5,610.00	\$ 850.00	\$	5,100.00	\$	1,768.00	\$	10,608.00	\$	900.00	\$ 5,400.00	\$	195.00	\$	1,170.00
27	Adjust short side water service line, from water main to meter box, complete in place, the sum of:	EA.	1	\$ 1,000.00	\$ 1,000.0	00 \$	900.00	\$	900.00	\$ 1,000.00	\$	1,000.00	\$	1,855.00	\$	1,855.00	\$	1,050.00	\$ 1,050.00	\$	995.00	\$	995.00
28	Adjust long side water service line, from water main to meter box, complete in place, the sum of:	EA.	1	\$ 1,000.00	\$ 1,000.0	00 \$	3 1,375.00	\$	1,375.00	\$ 2,000.00	\$	2,000.00	\$	6,075.00	\$	6,075.00	\$	1,800.00	\$ 1,800.00	\$	1,495.00	\$	1,495.00
29	Cement Stabilized Sand, complete in place, the sum of:	C.Y.	100	\$ 6.00	\$ 600.0	00 \$	27.00	\$	2,700.00	\$ 35.00	\$	3,500.00	\$	76.00	\$	7,600.00	\$	38.00	\$ 3,800.00	\$	30.00	\$	3,000.00
	Sub total SUPPLEMENTAL ITEMS				\$ 12,415.0	00		\$	24,283.00		\$	17,040.00			\$	39,935.00			\$ 37,250.00			\$	17,610.00
	TOTAL GENERAL ITEMS:				\$ 142,635.0	0		\$	135,993.00		\$	161,500.00			\$	160,914.00			\$ 161,390.00			\$	203,340.00
	TOTAL TREE PROTECTION ITEMS:				\$ 3,500.0	_		\$	10,770.00		\$	6,700.00			\$	10,369.00	_		\$ 21,200.00			\$	26,092.00
	TOTAL SUPPLEMENTAL ITEMS:				\$ 12,415.0			\$	24,283.00		\$	17,040.00			\$	39,935.00			\$ 37,250.00			\$	17,610.00
	TOTAL BASE BID (INCLUDING SUPPLEMENTAL ITEMS):				\$ 158,550.0	00		\$	171,046.00		\$	185,240.00			\$	211,218.00			\$ 219,840.00			\$	247,042.00

Represents Error Corrected by Engineer

# **SECTION 2**

#### **PREVIOUS PROJECTS:**

S/No.	PROJECT	OWNER/General	DESIGN FIRM/EOR	PROJECT	%	\$	PROJECT	STATUS
		Contractor		COST	SUBBED	SUBBED	MANAGER	
1.	23_0340 - ITB - Construction of Sidewalks and Undercrossing at Huffmeister Road (Phase 1)	Harris County Precinct 3 (CDBG)/ Sapo Engineering Consultants, LLC	Harris County Engineering Department	\$355,965.00	1%	\$3,600.00	Rahel Bezabih Construction Manager – Construction Programs Division: Office of the County Engineer – Harris County Rahel.Bezabih@harris countytx.gov  (832) 607-2551	Completed 2025
2.	TR-1804  Intersection Improvements: Broadway at Dixie Farm	Pearland/Sapo Engineering	InfraTech Engineers and Innovators, LLC 11111 Wilcrest Green Dr., Ste 410 Houston, TX 77042	\$739,376.00	10%		Tim Ford  Senior Construction  Manager - City of  Pearland  TFord@pearlandtx.gov  (713) 775-0681	Completed 2024
3.	Bridge Repairs for Harris County Brinsap 2020 Package #2 - 2023     Erosion Repairs at various bridges for Harris County	TXDOT/ MB Western industrial Contracting Company 711 Old Genoa Red Bluff Rd Houston, TX 77034 281 717 4523 (Office)	Harris County Engineering Department		SAPO was a sub contractor to MB Western on these projects	\$300,000.00 \$146,863.00	Alex Dawotola Owner Phone: (405) 651-1943 Email:adawotola@ mbwestern.com	Completed 2024/2025

S/No.	PROJECT	OWNER/General Contractor	DESIGN FIRM/EOR	PROJECT COST	% SUBBED	\$ SUBBED	PROJECT MANAGER	STATUS
3.	Road Construction (Hwy 288 Toll Lanes Expansion Project)	TXDOT/Almeda Genoa Constructors	Stantec Consulting Services Inc., 910 Louisiana St FL 26 Houston, TX 77002  Walter P Moore & Associates, 1301 McKinney, Suite 1100 Houston, TX 77010	\$1,095,463.51	0%	0	David Banfield Operation Manager Infrastructure Services Inc. 5215 Fidelity St. Houston, TX 77029 (281) 904-2137 dbanfield@infrastructur e-inc.com	Completed 2021
4.	Job 21/0125 Sidewalks Construction (Safe Route to Schools Project). Construction of 5 ft and 8 ft wide sidewalks, ADA ramps and reinforced concrete drainage	Harris County Pct. 2	Omega Engineers, Inc. 16360 Park Ten Place Ste. #325 Houston, TX 77084  Contact: Robert Castillo, P.E. (832) 430-6120 RCastillo@omegaengineers.com	\$510,610.48	2%	\$13,450.00	Randy S. Cummins Technician IV Construction Programs Department (713) 274 - 3618 (832) 335-0969 Randy.Cummins@harri scountytx.gov	Completed March 2022
5.	Job 21/0237 Sidewalk construction (4 ½ inch sidewalk). Demolition and replacement of several driveways to fit ADA requirements	Harris County Pct. 1	Omega Engineers, Inc. 16360 Park Ten Place Ste. #325 Houston, TX 77084  Contact: Kelvin O'Bryant 512-575-2288 [Ext: 1041] kobryant@omegaengineers.com	\$397,928.62	2%	\$8,642.37	Gary Howard – Harris County Engineering Department – Construction Programs (281) 414-5151 Gary.Howard@eng.hct x.net	Completed 2022
6.	Road Construction (Liberty County Hwy 59 Widening) Construction of driveways, MOW strips, rip-rap and rip- rap flumes	TXDOT/James Construction (Primoris Heavy Civil)	Contact: Jay Kshatriya (832) 684-5773 James@trafficengineers.com	\$233,951.08	0%	0	David Banfield Operation Manager Infrastructure Services Inc. 5215 Fidelity St. Houston, TX 77029 (281) 904-2137 dbanfield@infrastructur e-inc.com	Completed 2021

S/No.	PROJECT	OWNER/General Contractor	DESIGN FIRM/EOR	PROJECT COST	% SUBBED	\$ SUBBED	PROJECT MANAGER	STATUS
7.	Job 20/0163 Construction of Bike Trails, comprising of a 10 ft wide by 6- inch- thick reinforced concrete pavement.	Harris County Pct. 1	Traffic Engineers, Inc. 712 Main St Suite 950 Houston, TX 77002  Contact: James Llamas, P.E. (281) 606-0233 James@trafficengineers.com	\$166,148.00	7%	\$11,629.43	Eloy J. Ortega Project Manager  Harris County Engineering Department 1310 Prairie   Houston, TX 77002 Phone: 713-274-1563   Mobile: (832) 359-0989 eloy.ortega@hcpid.org	Completed 2021

# **SECTION 3**

**PROJECT:** Chapelwood Court Drainage Improvements **CONTRACTOR**: SAPO Engineering Consultants

**TELEPHONE NO: 832-895-6423** 

REFERENCE NAME: Harris County Engineering Department – Rahel Bexabih REFERENCE PROJECT: Sidewalks and Undercrossing at Huffemister Road

#### **QUESTIONS**

- 1. How did \_\_\_\_\_ perform for you on previous projects? (On a scale of 1-10)
  - ANSWER: "6- Project didn't complete on time due to low performance. They were not doing what they were told to do and differed from plans which caused delays"
- 2. Were you satisfied with their performance?

**ANSWER:** "No – construction performance was low"

3. How would you rate the quality of their work? (On a scale of 1-10)

**ANSWER: "7"** 

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "8"

- 5. Did they have any problems with any jobs? If so, what was the nature of the problem?
  - ANSWER: "They did not deliver the project on time and were not able to stick with the schedule. They needed assistance from engineering in order to understand how to do things."
- 6. Were they able to complete projects within the time allotted? If not, what was the reason?
  - ANSWER: "They only had 4 people working on a \$300,000 plus project. It appeared that it was a management issue"
- 7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)
  - ANSWER: "If you ask to meet with them, they will. But after, you will have to remind them exactly what to do. 7 because they are responsive"
- 8. Would you like to have them perform a job for you again?

ANSWER: "No"

**PROJECT:** Chapelwood Court Drainage Improvements **CONTRACTOR**: SAPO Engineering Consultants

**TELEPHONE NO**: 832-895-6423

**REFERENCE NAME:** City of Pearland – Tim Ford

REFERENCE PROJECT: Intersection Improvements: Broadway at Dixie Farm

#### **QUESTIONS**

1. How did \_\_\_\_\_ perform for you on previous projects? (On a scale of 1-10)

ANSWER: "I do not want to rate on a scale, but I will say that the project was 180 days, it took them right at 2 calendar years to finish the job. We had difficulty having them pay their subconsultants. We couldn't close the project for 8 months due to outstanding debt. The project itself was acceptable, but only because it got done. He had liens against the job, and I couldn't release the project until he got paid. I also want to note that he was only showing up to the project site with three guys every day."

2. Were you satisfied with their performance?

ANSWER: "No"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "Standard to substandard"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

**ANSWER: "NA"** 

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "The work was standard to substandard. They never did anything that was actually good. It wound up being acceptable. He didn't know how to do lime stabilization; we had to teach him. Some sections where concrete is 17" thick because he did his subgrade too low. Decorative brick in median is very inconsistent."

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "No"

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

**ANSWER: "Fine"** 

8. Would you like to have them perform a job for you again?

**ANSWER:** "He will not have another opportunity to work with the City again"

**PROJECT:** Chapelwood Court Drainage Improvements

**CONTRACTOR**: SAPO Engineering Consultants

**TELEPHONE NO**: 832-895-6423

**REFERENCE NAME:** Harris County Engineering Department

REFERENCE PROJECT: Bridge Repairs and Erosion Repairs – Alex Dawotola

#### **QUESTIONS**

1. How did \_\_\_\_\_ perform for you on previous projects? (On a scale of 1-10)

**ANSWER: "8."** 

2. Were you satisfied with their performance?

ANSWER: "Yes"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "Good"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "N/A"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "No"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "Yes."

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: "Good"

8. Would you like to have them perform a job for you again?

ANSWER: "Yes - they are doing another job for us now"

**PROJECT:** Chapelwood Court Drainage Improvements **CONTRACTOR**: SAPO Engineering Consultants

**TELEPHONE NO**: 832-895-6423

**REFERENCE NAME:** David Banfield, Operation Manager (Infrastructure, Inc)

REFERENCE PROJECT: Hwy 288 Toll Lanes Expansion Project

#### **QUESTIONS**

1. How did \_\_\_\_\_ perform for you on previous projects? (On a scale of 1-10)

ANSWER: "7"

2. Were you satisfied with their performance?

ANSWER: "Yes"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "It was okay. Standard to substandard"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "They did not have to coordinate. We did the coordination"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "No."

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "Yes"

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: "Good"

8. Would you like to have them perform a job for you again?

ANSWER: "7. He is okay. He just needs to be watched very closely"

**PROJECT:** Chapelwood Court Drainage Improvements

**CONTRACTOR**: SAPO Engineering Consultants

**TELEPHONE NO**: 832-895-6423 **REFERENCE NAME:** Eloy J Ortega

**REFERENCE PROJECT**: Bike Trails, with 10 ft concrete pavement

#### **QUESTIONS**

1. How did \_\_\_\_\_ perform for you on previous projects? (On a scale of 1-10)

**ANSWER: "7"** 

2. Were you satisfied with their performance?

ANSWER: "They were able to complete the job let's say that"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "Sufficient. They did everything they were supposed to"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "It was fine. They didn't have to coordinate with homeowners"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "Nothing that was their fault. Lot of design issues on our end that they had to go through with us"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "Yes"

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

**ANSWER: "7"** 

8. Would you like to have them perform a job for you again?

ANSWER: "Sure, it wouldn't be issue if we worked with them again"

"They are fine. They aren't the best contractor we have ever had. They struggled with the scope and the specs, but once I helped them through it they were fine. They needed a lot of help"

# **SECTION 4**

### **QUALIFICATION STATEMENT**

## **Experts Underground Solutions, LLC**

#### Company Information

Legal Name: Experts Underground Solutions, LLC

Address: 222 River Rd, Channelview, Tx 77530

Phone: (713)993-6455

Email: YVillares@ExpertsUSLLC.Com

Website: https://expertsusllc.com/

Primary Contact: Yonin Villares

#### Company Overview

Experts Underground Solutions, LLC specializes in providing safe, efficient, and reliable underground utility construction and maintenance services. Our team has extensive experience in water, sewer, storm drainage, and other underground infrastructure projects. We pride ourselves on delivering projects on time, within budget, and with the highest standards of safety and quality.

#### Core Capabilities

- Waterline installation and replacement
- Sewer line installation and rehabilitation
- Storm drainage system installation
- Trenchless construction methods (e.g., directional drilling, boring)
- Utility locating and mapping
- Emergency utility repairs
- Site restoration and paving

#### Relevant Experience

Our team has successfully completed projects for municipalities, developers, and private clients, including:

See Attachment.

#### **Key Personnel**

- Yonin Villares, Managing Director –30+
- Gerardo Torres, Superintendent 30+
- Gerardo Negrete, Superintendent 30+

## Licenses, Certifications & Insurance

- Fully insured with general liability, auto, and workers' compensation coverage

### Safety Commitment

Safety is at the core of our operations. We maintain a zero-tolerance policy for unsafe work practices and ensure all personnel receive ongoing training in safety standards, hazard awareness, and emergency procedures.

#### References

Available upon request.

Signature:

Yonin Villares

**Managing Directors** 

Experts Underground Solutions, LLC

- Villaces

Date: 8-15-2025.



## EXPERTS UNDERGROUND SOLUTIONS, LLC

222 River Rd, Channelview, Tx 77530

## Company Background

## Company History:

Experts Underground Solutions, LLC has an ownership/Management Team with over 37 years of experience. We have successfully completed over 16 projects in the Greater Houston Area, Surrounding Cities and Municipalities' offering professional Project Management to public and private customers: safely and on time.

We are known for our ability to handle difficult and one-of-a-kind civil construction projects. We work with you from the pre-construction and budgeting phase until project completion. Our work is completed according to the plans, specifications, and governing authorities. We have a great working relationship with several local governing authorities and municipalities. Our quality control measures ensure that every project is completed error-free.

Calling upon years of experience, we can provide our clients with many cost-saving alternatives while still meeting the project specifications and requirements of the governing authorities. This trademark service that we provide has enabled projects to come in under budget and provides significant cost savings to the owner.

## 1 - YEARS IN BUSINES UNDER PRESENT NAME: 1 Year 3 Months

## 2 - NAME AND ADDRESS OF EACH OFFICE LOCATION:

- $^{\circ}$  Houston Location: Experts Underground Solutions, LLC 222 River Rd, Channelview Tx 77530
- 3 OWNERSHIP STRUCTURE Corporation
- 4 NAME AND TITLES OF OFFICERS IN THE COMPANY:
  - PRESIDENT/MANAGING DIRECTOR- Yound Villages
  - FIELD MANAGER/ SUPERINTENDENT- Gerardo Negrete
  - FIELD MANAGER/ SUPERINTENDENT- Gerardo Torres
  - OFFICE MANAGER / ASSISTANT PROJECT MANAGER Amy Benito

## 5 - COMPANY TRADE ORGANIZATIONS/ASSOCIATIONS/AFFILIATIONS:

- None
- Partnership owner

Experts Underground Solutions, LLC, would like to submit the total number of staff employed by our firm in this letter per your bidding requirements.

President/Managing Director: 1 Field Manager/Superintendent: 2 Project Managers: 1 Assistant Project Managers: 1 Office Assistants: 1 Foreman/Supervisors: **Equipment Operators:** Skill Laborers: **Utility Laborers:** 4 Common Laborers: CDL Drivers: 1

Should you have any further questions or concerns, please feel free to contact us at 713-993-6455. Sincerely,

28

Yonin Villares
President/Managing Director
Experts Underground Solutions, LLC.

Phone: (832) -983-5987

Total Staff

Email: yvillares@expertsusllc.com



# Qualification Statement

24-014	E24-13	24-12	E24-11		E24-009	£24-003	E24-007	E24-005	E24-005	E24-004	E24-103	E24-002	E24-001	Number
\$405,000 00	\$112,975 00	\$55,880.00	\$18,425.00		\$400,000.00	\$44,350.00	\$40,000.00	\$93,000.00	\$40,000 00	\$30,000 00	\$25,000,00	\$50,000.00	\$50,000.00	Centract Amount
Water rehab and Renewal	Emergency 24 in Force Man Regal // Emergency Replacement of 4 San Lay Sewer Stander Lasel San Agustice.	6*Senvic Line by Base Neshada II Hyblands Tu- Remove and Replace 20* Deep Manhada at Sub Centector Panderosa MUD	Tips Street	Brewster	12: Walthoe Installation by Bore Method Sanitary Sewer and State Pipe Burst OOH -4225-122 Wark Order No. 5054-3501	Replacement of Fire Hydrand, Gate Valve and Water Service Line Replacement	Water and San Jary Sewer Yoully Maintenance	Emorgency Strateny Sewer Replacement and Water Line Off Set on Wickersham Dr.	Yearly Maintenance	Water, San tary, Drainage & Paring	Sanishy Sever Improvements	Sanlary Sewer Rehab	Yearly Maintenance - Water Leak Repairs and San lary Sewer Repairs	mt Type of Weik
Sub Contractor	Sub Contractor	Sub Contractor	Contractor	Sub Contractor	Contractor	Contractor	Contractor	Contractor	Contractor	Sub Certifactor	Sub Contractor	Sub Corractor	Contractor	Centractor or Sub
In Progress	in Progress	in Progress	In Progress	In Progress	In Progress	Completed	In Progress	InPropess	In Progress	Completed	Completed	Completed	in Progress	Status
NTP 09/2024					70%	100%	402	100%	8	100%	100%	100%	651	Percent Completed
Crango County	Vortex-City of Deer Park	Ram Rod Utilites	ToMex Const - COH 4259-21	COH 4235-122 Work Order No. 9094 - 3501 Brewster	Galyexton County WCID No.1	MemositVilage	Harris County FWSD No.6	CyofHuits///e	Mason Greek Utility District	Fancy Buildher Al Paring / Tx Dot	C.PolinesyV.1250	Cay of Conrice	Herra CountyWOID No. 21	d Owners
Transcent Management Tomax Construction Tomax Construction Marchel Tomas GSZO Rockly Dr. Houston, TX 77088	IndinSular Confects Manger Vortex Companies m(214) 559-266 15150 fractal Vallay Dr Hauten, Tay Zido vallacempaniesem	Augusties Lunez  Fen Rad Unites, ILC  Free dent  Fen Rad Unites, ILC  Free dent  Free de	Maribel Torres  Tomex Construction  Maribel Torres	Топтех Со	Galveston County WCDB ft.o.1 4523 Loop Oceanal Diver, Suite 700 Houston, TX 77081 6/cm Nataby 0713 6622 6664 0: 713.576 3666 0: 682200.5759 0/cm natabathy/fishinds.com	0 6 5 61			Masan Greek Utilay District 847 Dominion OR, Majay, TX 27450 Liume Parrict 2019 00-3782 Email Liume Parrict 2019 00-3782	A&J Pavog ASsalem Aranda A.paving 77 Syahoo kom 231 560 -1724	C&A Constnuction 1410 Luchs Rd Houston, TX7003 Surg a Saltons Coll. Edg. 457-1252 Office: Edg. 248-2500 Emil. Serie, October 250-248-2500 Emil. Serie, October 250-248-2500	NFD Construction LLC 11003 Cayman Mistl: Houston, IX 77076 Natra Carriera Finan: 710.269.3338 Ema Enforcestruction Congration	Hans CourtyWCID NO. 21 15508 AVENUE C Charachiven, TX 77530 85709 August C Charachiven, TX 77530 6770 261-452-0211 Cell 281-784-9470	Company Address of Owner of Contracting Office and Phone Number

Remarkal Paint UD Water Line Project  Emergency GS in Gravity Sewer Repair and Sub Contractor in Progress	Contractor Sub Contractor
	Walagen NIP
Walingon NIP	7
	Permenal Ferri Usa y Desiret  Volta: Chyot Lapane



Unit No.	Year	+	Model	Rubber Tire Backhoe				
Offic INO.	Year	Make	Model	Serial No.	Registration		Date of last	Date of last Track Brand
	2010	Case	SBON				maintenance	maintenance
	2018	Case	580NEP					
				Management Product				
Unit No.	Year	Make	Model	Serial No.	Rogietra			
				kuhoras	Holleneffavi	ation	inspection	
	2024	kubota	KX040-4	KBCDZ15CPL3L51838				
	2024	kubota	KX040-4	KBCDZ15CAP3M52280				
	2024	kubota	KX033-4					
	2024	kubota	KX040-4					
				Takenchi				
	2017	Takeuchi	TB290C	185104623				
	2017	Takeuchi	TB240R	12003134				
Illaid No.				Dump Truck Inventory				
Offit No.	Year	Make	Wodel	Plate No.	Registration	9		Inspection
	1994	Chevrolet	750	SVC1651			makaciidii	
Unit No.	Year	Make	Model	Plate No.	Donintentio			
1	2009	3500	Dodge	VGY7105	- Containon		" Inspection	
4	2020	3500	Dodge			_		
ω	2020	5500	Dodge	VRH5159		-		
2	2017	2500	Dodge	VCP9138		+		

3623 Broad Street · Houston, TX · 77087 · 832-983-5987 · yvillares@expertsuslic.com

#### **Objective**

Dedicated, experienced Project Manager with extensive utility rehabilitation, road & paving construction background, seeking a challenging position with advancement opportunities. Loyal, dependent, responsible, trustworthy hardworking individual with excellent leadership skills. Bilingual, English & Spanish. Proficient with Microsoft Word, Excel and PowerPoint.

## Professional Experience:

## Experts Underground Solutions, LLC, Houston, TX. Managing Director / Estimator / Owner

May 2024 - Present

- Explore documentation in order to gain a deep understanding of the project requirements.
- Select, measure and track important metrics.
- Visit sites, warehouses and other venues necessary to do the estimate.
- Perform complex analysis of collected data and metrics.
- Prepare relevant and reliable forecasts.
- Conduct Complex risk analysis activities.
- Create and present reports to upper management.
- Analyze and evaluate offers and proposals of vendors and subcontractors. .
- Build and maintain long-term relationships with key vendors.
- Oversee the coordination and execution of construction projects including quality control, research, and analysis to ensure all projects are completed within specified budgetary and time constraints.
- Implement and enforce safety regulations set forth by the company and the Occupational Safety and Health Administration (OSHA) on a daily basis
- Conduct regular updates and analysis of ongoing projects to provide present and future costs, unforeseen cost changes, and facilitate city and state work change directive cost negotiations.
- Facilitated communication between the company and government officials to discuss cost negotiations and permit acquisition.
- Manage & oversee all company contracts on hand which included and not limited to Sanitary Sewer Rehabilitation. New utilities construction. Installation of Waterlines, Waterline Rehabilitation, Storm Sewer Installation, Storm Sewer Rehabilitation, Concrete & asphalt Pavement Restoration.

#### T Construction, LLC, Houston TX. Estimator

May 2017-2024

- Explore documentation in order to gain a deep understanding of the project requirements.
- Select, measure and track important metrics.
- Visit sites, warehouses and other venues necessary to do the estimate.
- Perform complex analysis of collected data and metrics.
- Prepare relevant and reliable forecasts.
- Conduct Complex risk analysis activities.
- Create and present reports to upper management.
- Analyze and evaluate offers and proposals of vendors and sub-contractors.
- Build and maintain long-term relationships with key vendors.

# T Construction, LLC, Houston, TX. Managing Director

April 2008-2024

- Oversee the coordination and execution of construction projects including quality control, research, and analysis to ensure all projects are completed within specified budgetary and time constraints.
- Implement and enforce safety regulations set forth by the company and the Occupational Safety and Health Administration (OSHA) on a daily basis
- Conduct regular updates and analysis of ongoing projects to provide present and future costs, unforeseen cost changes, and facilitate city and state work change directive cost negotiations.

 Facilitated communication between the company and government officials to discuss cost negotiations and permit acquisition.

 Manage & oversee all company contracts on hand which included and not limited to Sanitary Sewer Rehabilitation. New utilities construction. Installation of Waterlines, Waterline Rehabilitation, Storm Sewer Installation, Storm Sewer Rehabilitation, Concrete & asphalt Pavement Restoration.

# Troy Construction, Missouri City, TX Assistant Project Manager

2000 - 2008

- Prepared and coordinated various facets of construction projects such as scheduling, establishment of priorities, safety implementation, and overseeing all phases of construction to ensure adherence to established budgets and timelines.
- Completed job cost updates to keep management abreast of current and projected building costs, and subsequently prepared revenue reports and invoices for clients in a timely manner.

# Texas Sterling Construction, Houston, TX Equipment Operator

1999 - 2000

Responsible for operating heavy machinery in a safe and productive manner. Full time operator
who can operated hydraulic equipment, such as: excavators, backhoes, loaders, rollers and any
other piece of heavy equipment.

## Kinsel Industries, Houston, TX Supervisor

1996 - 1999

- Perform tasks involving physical labor at building and heavy construction projects, tunnel and shaft excavations, and demolition sites. Operate hand and power tools of all types: air hammers, earth tampers, cement mixers, small mechanical hoists
- Responsible for assembling, connecting, and constructing pipe systems for storm or sanitation sewers, drains, and water mains. Ensures ground is prepped and trenches dug out for pipes.
   Aligns pipes and seals joints together with cement or glue.

#### Gerardo Torres

#### Contact Information:

Phone: (713)408-5321

• Email: GTorres@expertsusllc.com

Summary: Highly experienced Construction General Superintendent with over 30 years of expertise in coordinating all aspects of project safety, construction, and close-out. Proven track record in supervising labor, equipment, materials, and subcontractor resources. Skilled in conducting safety and incident investigations, with the authority to correct hazards and unsafe practices, including work stoppage as necessary. Strong knowledge in Sanitary Sewer Rehabilitation, Waterline Installation & Rehabilitation, and Storm Sewer Installation & Rehabilitation.

#### Professional Experience:

## General Superintendent/ Partner | Experts Underground Solutions, LLC Houston, TX 77087 | May 2024- Present

Manage all aspects of construction projects, ensuring safety, quality, and timeliness.

Supervise labor, equipment, and materials.

Coordinate with subcontractors to meet project goals.

Conduct safety and incident investigations.

Interface with owners and company safety officers.

## Superintendent | T Construction L.L.C.

Houston, TX 77015 | March 2011 - May 2024

Manage all aspects of construction projects, ensuring safety, quality, and timeliness.

Supervise labor, equipment, and materials.

Coordinate with subcontractors to meet project goals.

· Conduct safety and incident investigations.

Interface with owners and company safety officers.

## Superintendent | Huff & Mitchell, Inc.

Cypress, TX 77429 | August 2008 - March 2011

[Manage all aspects of construction projects, ensuring safety, quality, and timeliness.

Supervise labor, equipment, and materials.

- Coordinate with subcontractors to meet project goals.
- Conduct safety and incident investigations.

Interface with owners and company safety officers.

## Foreman | Troy Construction

Houston, TX 77058 | February 2000 - August 2008

Manage all aspects of construction projects, ensuring safety, quality, and timeliness.

Supervise labor, equipment, and materials.

· Coordinate with subcontractors to meet project goals.

Conduct safety and incident investigations.

Interface with owners and company safety officers.

## Machine Operator | Kinsel Industries, Inc.

Houston, TX 77048 | January 1993 - February 2000

Manage all aspects of construction projects, ensuring safety, quality, and timeliness.

· Supervise labor, equipment, and materials.

· Coordinate with subcontractors to meet project goals.

Conduct safety and incident investigations.

• Interface with owners and company safety officers.

## Safety Training and Certifications:

- Confined Space
- Safety Awareness
- CPR Training Course
- Standard First Aid

#### Gerardo Negrete

#### **Contact Information:**

Phone: (346)628-6427

Email: GNegrete@expertsuslic.com

Summary: Highly experienced Construction General Superintendent with over 30 years of expertise in coordinating all aspects of project safety, construction, and close-out. Proven track record in supervising labor, equipment, materials, and subcontractor resources. Skilled in conducting safety and incident investigations, with the authority to correct hazards and unsafe practices, including work stoppage as necessary. Strong knowledge in Sanitary Sewer Rehabilitation, Waterline Installation & Rehabilitation, Storm Sewer Installation & Rehabilitation.

## Professional Experience:

## General Superintendent/ Partner | Experts Underground Solutions, LLC Houston, TX 77087 | May 2024- Present

- Manage all aspects of construction projects, ensuring safety, quality, and timeliness.
- Supervise labor, equipment, and materials.
- · Coordinate with subcontractors to meet project goals.
- Conduct safety and incident investigations.
- Interface with owners and company safety officers.

## Superintendent | T Construction L.L.C.

Houston, TX 77015 | March 2011 - May 2024

- Manage all aspects of construction projects, ensuring safety, quality, and timeliness.
- · Supervise labor, equipment, and materials.
- Coordinate with subcontractors to meet project goals.
- Conduct safety and incident investigations.
- Interface with owners and company safety officers.

## Superintendent | Huff & Mitchell, Inc.

Cypress, TX 77429 | August 2008 - March 2011

- [Manage all aspects of construction projects, ensuring safety, quality, and timeliness.
- Supervise labor, equipment, and materials.
- Coordinate with subcontractors to meet project goals.
- Conduct safety and incident investigations.

Interface with owners and company safety officers.

## Foreman | Troy Construction

Houston, TX 77058 | February 2000 - August 2008

- Manage all aspects of construction projects, ensuring safety, quality, and timeliness.
- Supervise labor, equipment, and materials.
- Coordinate with subcontractors to meet project goals.
- Conduct safety and incident investigations.
- Interface with owners and company safety officers.

## Machine Operator | Kinsel Industries, Inc. Houston, TX 77048 | January 1993 - February 2000

- Manage all aspects of construction projects, ensuring safety, quality, and timeliness.
- Supervise labor, equipment, and materials.
- Coordinate with subcontractors to meet project goals.
- Conduct safety and incident investigations.
- Interface with owners and company safety officers.

## Safety Training and Certifications:

- Confined Space
- Safety Awareness
- CPR Training Course
- Standard First Aid

# **SECTION 5**

PROJECT: Chapelwood Court Drainage Improvements Project

CONTRACTOR: Expert Underground Solutions, LLC

TELEPHONE NO.: 713-213-3357

REFERENCE NAME: Jacob Floyd - Langford Engineering, Inc

REFERENCE PROJECT: Memorial Point UD Water Line Project: \$1,350,181.25

#### **QUESTIONS**

1. How did \_\_\_\_\_ perform for you on previous projects? (On a scale of 1-10)

ANSWER: "8 – project went really smooth"

2. Were you satisfied with their performance?

**ANSWER:** "most definitely"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "9- water quality is great"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "10 – did very good"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "no issues, just a lot of paperwork and coordination to make everyone happy"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "there was a little bit of a time extension, but they handled it well

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: "9 – communication is excellent"

8. Would you like to have them perform a job for you again?

ANSWER: "currently working on another job for us."

PROJECT: Chapelwood Court Drainage Improvements Project

CONTRACTOR: Expert Underground Solutions, LLC

TELEPHONE NO.: 281-734-9470

REFERENCE NAME: Ronny Daniels - Harris County WCID No.21

REFERENCE PROJECT: Yearly Maintenance – Water Leak Repairs and Sanitary Sewer

Repairs: \$50,000.00

#### **QUESTIONS**

1. How did Expert Underground Solutions, LLC perform for you on previous projects? (On a scale of 1-10)

ANSWER: "9"

2. Were you satisfied with their performance?

ANSWER: "Yes, they've done a real good job, very prompt and accommodating"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "9"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

**ANSWER: "9- really good with communication"** 

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "no problems; really good with communication"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "yes"

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: "10 – always easy to get a hold of; good about email of schedule"

8. Would you like to have them perform a job for you again?

**ANSWER:** "absolutely"

PROJECT: Chapelwood Court Drainage Improvements Project

CONTRACTOR: Expert Underground Solutions LLC

TELEPHONE NO.: 281-642-4229

REFERENCE NAME: Randy Goodney - Harris County FSWD No. 6

REFERENCE PROJECT: Water and Sanitary Sewer Yearly Maintenance: \$40,000.00

#### **QUESTIONS**

1. How did Expert Underground Solutions LLC perform for you on previous projects? (On a scale of 1-10)

**ANSWER: "10"** 

2. Were you satisfied with their performance?

ANSWER: "absolutely"

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "10 – great company, never done me wrong"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "never had to use them in that capacity..."

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "never had a problem"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "ves"

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: "never had to, we always speak with the client"

8. Would you like to have them perform a job for you again?

**ANSWER:** "absolutely"

PROJECT: Chapelwood Court Drainage Improvements Project

CONTRACTOR: Expert Underground Solutions LLC

TELEPHONE NO.: 956-451-2480

REFERENCE NAME: Trey Cantu – Memorial Villages Water Authority

REFERENCE PROJECT: Replacement of Fire Hydrant, Gate Valve and Water Service Line

Replacement: \$44,350.00

#### **QUESTIONS**

1. How did Expert Underground Solutions LLC perform for you on previous projects? (On a scale of 1-10)

**ANSWER: "10"** 

2. Were you satisfied with their performance?

ANSWER: "very satisfied"

3. How would you rate the quality of their work? (On a scale of 1-10)

**ANSWER: "10"** 

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "9"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "not necessarily, more of a coordination issue that could've been better handled upfront, not necessarily their problem..."

6. Were they able to complete projects within the time allotted? If not, what was the reason?

ANSWER: "yes"

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: "9"

8.

Would you like to have them perform a job for you again?

**ANSWER: "yes"** 

PROJECT: Chapelwood Court Drainage Improvements Project

CONTRACTOR: Expert Underground Solutions LLC

TELEPHONE NO.: 281-960-3762

REFERENCE NAME: Jaime Parrot – Mason Creek Utility District REFERENCE PROJECT: Sewer Line Replacement: **unknown cost** 

#### **QUESTIONS**

1. How did Expert Underground Solutions LLC perform for you on previous projects? (On a scale of 1-10)

ANSWER: "9"

2. Were you satisfied with their performance?

ANSWER: "Yes, they actually gave us an initial quote, but the line collapsed, so they had to bore a whole a new line but kept the same quote."

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: "9"

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: "9 - we both participated in communicating with the client and residents"

5. Did they have any problems with any jobs? If so, what was the nature of the problem?

ANSWER: "no"

6. Were they able to complete projects within the time allotted? If not, what was the reason?

**ANSWER: "yes"** 

7. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

**ANSWER: "9 – great communication"** 

8. Would you like to have them perform a job for you again?

ANSWER: "yes, we actually have them quoting on a current project; very familiar with the owner, great group of guys"

#### **Council Agenda Item Cover Memo**

# 8/25/2025 Date of Meeting

To: Mayor and City Council

**Agenda Item:** 

Discuss and take possible action on quotes received for the repair of the sinkholes at Green Oaks and Brompton.

**SUMMARY/BACKGROUND (WHY):** As discussed in the August Engineering Meeting, HDR solicited quotes for both the sinkhole at Green Oaks and the sinkhole at the turning apron of Brompton Court. Several quotes were solicited for this work. HDR recommends that Council approve the two quotes from Experts Underground Solutions for a total cost of \$102,426.00.

STAFF RECOMMENDATION:		
<b>ESTIMATED COST:</b> \$102,426.00	FUNDING SOURCE:	
CURRENT BUDGETED ITEM: YES _	NO _ EMERGENCY REQUEST: YES _X_ NO _	

PREPARED BY: John Peterson/Grace Moylan

**ATTACHMENTS:** Yes

			City of Piney Point Village		
			Blalock Road Repairs		
			QUOTE SHEET		
ITEM	EST.		DESCRIPTION OF ITEM AND UNIT PRICES		
NO.	QUAN.	UNIT	(IN WORDS AND NUMERALS)	UNIT PRICE	TOTAL AMOUNT
1	i	L.S.	Traffic Control, including Flagmen, Signs, Barrels, Barricades, Arrow Boards, Maintaining All Weather Access to Traffic, Temporary Transitions from Proposed Pavement to Existing Pavement, Relocating Existing Mailboxes and Traffic Signs, and Temporary Mailboxes, complete in place, the sum of:	6,100.00	s 6.100.e
2	1	L.S.	Tree Protection, complete in place, the sum of:	900.0	\$ 900
3	10	S.Y.	4-1/2" thick concrete sidewalk, including sawcutting, subgrade, bank sand bedding, reinforcement and joints, complete in place the sum of:	280.∞	\$ 2,800
4	40	L.F.	Remove and dispose of existing storm sewer, all depths, all sizes, all material types, including excavation and backfill and site restoration, complete in place the sum of:	45.00	\$ 1,800
5	40	L.F.	Diameter Reinferced Concrete Pipe, ASTM C76, Class III storm sewer, rubber gasket joints, all depths, cement stabilized sand bedding and backfill, complete in place the sum of:	265.00	\$ 10,600
6	4	EA.	Proposed reinforced concrete collar, complete in place the sum of:	600.00	\$ 2,400 "
7	1	EA.	6" PVC (C-900) Water Line Adjustment to include 15 L.F. of Water Line, Bends, Fittings, Testing, and 2-8" Wet Connections, complete in place, the sum of:	7,986	7,986
				TOTAL QUOTE	\$ 32 581

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED
5A	42" Diameter Reinforced Concrete Pipe, ASTM C76,	LF	40	\$398.00	\$15,920.00
	Class III storm sewer, rubber gasket joints, all				
	depths, cement stabilized sand bedding, and				
	backfill, complete in place the sum of:				
8	Form and Pour in Place Junction Box to hold 2	LS	1	26,340.00	\$26,340.00
	each 42" RCP Pipes. Approx. 16' x 8'. This includes				
	pour-in-place 8" thick concrete base and 8" thick				
	concrete walls with a 32" manhole ring and cover				
	in place. This includes 3,500 PSI concrete, #4				
	Rebar, and extra rebar for the concrete top.				
	Total				\$00.00

Jonin Villerer 7/9/2025

New Revised Total: \$64,246.00

3623 Broad Street. \* Houston, Texas 77087 \* Ph. 832 983-5987 \*

August 13, 2025

HDR, Inc Att. Ms. Gracie Moylan 4828 Loop Central Drive, Suite 700 Houston. Texas 77081

RE: City of Piney Point Village - Blalock Rd Repairs Near 11599 Green Oaks Dr.

Dear Ms. Moylan

Experts US, LLC is pleased to provide a proposal for performing the "Blalock Rd Repairs". We conducted a site visit on August 13, 2025. The following is a breakdown of costs.

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED
5A	42" Diameter Reinforced Concrete Pipe, ASTM C76,	LF	40	\$398.00	\$15,920.00
	Class III storm sewer, rubber gasket joints, all				
	depths, cement stabilized sand bedding, and				
	backfill, complete in place the sum of:				
8	Form and Pour in Place Junction Box to hold 2	LS	1	26,340.00	\$26,340.00
	each 42" RCP Pipes. Approx. 16' x 8'. This includes				
	pour-in-place 8" thick concrete base and 8" thick				
	concrete walls with a 32" manhole ring and cover				
	in place. This includes 3,500 PSI concrete, #4				
	Rebar, and extra rebar for the concrete top.				
	Total				\$00.00

This price includes Mobilization, Labor, Material, Equipment, Fuel, Traffic Control, Flagman, Restoration, and Supervision.

This price does **NOT** include...

PRE and Post Tv

**Experts US, LLC** can mobilize a crew within 24 hours upon approval of this proposal. If you have any questions, please don't hesitate to contact me.

I appreciate the opportunity to provide this proposal. We are looking forward to working with you.

Sincerely,	
fonin Villares	
Yonin Villares	
Managing Director	
Experts US, LLC	
Phone: (832) 983-5987	
Email: <a href="mailto:yvillares@expertsusllc.com">yvillares@expertsusllc.com</a>	
Accepted By:	Date:
Title:	

222 River Rd. \*Channelview, Texas 77530 \* Ph. 832 983-5987 \*

August 13, 2025

City of Piney Point Village

Att. Ms. Gracie Moylan

4828 Loop Central Drive, Suite 700

Houston, TX 77081-2220

RE: City of Piney Point Village -Blalock Point Repair August 2025

Dear Ms. Moylan,

Sincerely,

Experts US, LLC is pleased to provide a proposal for performing the "City of Piney Point Village –Blalock Point Repair August 2025". We performed a site visit on 8/13/2025. The following is a breakdown of costs.

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED
1	Traffic Control, including Flagmen, Signs, Barrels, Barricades, Arrow Boards, Maintaining All Weather Access to Traffic, Temporary Transitions from Proposed Pavement to Existing Pavement, Relocating Existing Mailboxes and Traffic Signs, and Temporary Mailboxes, complete in place, the sum of:	EA	1	\$9,200.00	\$9,200.00
2	Tree Protection, complete in place, the sum of:	EA	1	\$900.00	\$900.00
1	4-1/2" thick concrete sidewalk, including sawcutting, subgrade, bank sand bedding, reinforcement and joints,complete in place the sum of:	SY	10	\$260.00	\$2,600.00
2	Curb ramp with detectable warning pavers, in conformance with ADA requirements, complete in place, the sum of:	EA	1	\$1,800.00	\$1,800.00
3	8" Type A HMAC Black Base, complete in place, the sum of:	SY	10	\$280.00	\$2,800.00
4	Remove and dispose of existing storm sewer, all depths, all sizes, all material types, including excavation and backfill and site restoration, complete in place the sum of:	LF	40	\$44.00	\$1,760.00
5	42" Diameter Reinforced Concrete Pipe, ASTM C76, Class III storm sewer, rubber gasket joints, all depths, cement stabilized sand bedding and backfill, complete in place the sum of:	LF	40	\$398.00	\$15,920.00
6	Proposed reinforced concrete collar, complete in place the sum of:	EA	4	\$800.00	\$3,200.00
					\$38,180.00

This price includes Mobilization, Labor, Equipment, Minor Traffic Control, Restoration, and Supervision.

I appreciate the opportunity to provide this proposal. We are looking forward to working with you.

Jonin Villares Yonin Villares	
Managing Director	
Experts US, LLC	
Phone: (832) 983-5987	
Email: <a href="mailto:yvillares@expertsusllc.com">yvillares@expertsusllc.com</a>	
Accepted By:	Date:
Title:	

#### **Council Agenda Item Cover Memo**

# 8/25/2025 Date of Meeting

**To: Mayor and City Council** 

**Agenda Item:** 

Discuss and take possible action on Bothwell and Holidan Way CCTV

**SUMMARY/BACKGROUND (WHY):** At the direction of the City and Council, HDR proceeded forward with acquiring quotes for the CCTV inspection of Bothwell and Holidan Way. HDR recommends that Council approve the quote from AIMS Company for \$3,995.00.

STAFF RECOMMENDATION:		
ESTIMATED COST: \$3,995.00	FUNDING SOURCE:	
CURRENT BUDGETED ITEM: YES _	NO _ EMERGENCY REQUEST: YES _X_ NO _	

PREPARED BY: John Peterson/Grace Moylan

**ATTACHMENTS:** Yes

Bothwell/Hol	idan CCTV Quotes
City of Pine	ey Point Village
Company	Quote
AIMS Company	\$3,995.00
AAA Flex Cleaning	\$7,710.00
Chief Solutions	\$11,750.00



August 5, 2025

#### **Gracie Moylan**

Gracie.Moylan@hdrinc.com

Thank you for considering AIMS Companies for providing Coating services on:

#### **Piney Point Storm Sewer CCTV**

	AIMS COMPANIES						
<b>BID ITEM</b>	DESCRIPTION	QTY	UNIT	UNIT	PRICE	TOTAL	UNIT PRICE
1	Cleaning & CCTV Inspection of Storm Sewer Lines	470	LF	\$	8.50	\$	3,995.00
						\$	3,995.00
	THE ABOVE PRICES ARE BASED ON THE FOLLOWING:						
	POST TV CLEANING IS BASED OFF 2 PASSES WITH THE NOZZLE, AFTER 2	PASSES A \$	375 PER HO	UR CHAR	RGE WILL	GO IN A	FFECT
	PRE TV CLEANING IS BASED OFF 3 PASSES WITH THE NOZZLE, AFTER 3 P	ASSES A \$3	75 PER HOU	IR CHARG	E WILL G	O IN AF	FECT
1	SUFFICIENT MANHOLE AND STRUCTURE ACCESS TO BE PROVIDED BY OT	THERS AT NO	COST TO	AIMS			
2	MECHANICAL CLEANING IS NOT INCLUDED IN THE CLEAN AND TV PRICI	NG - See Se	parate Bid	Item			
3	DELAYS BEYOND OUR CONTROL, STAND BY, OR OUT OF SCOPE WORK W	ILL BE CHAI	RGED AT <b>\$3</b>	75 PER H	OUR		
4	TRAFFIC CONTROL BEYOND CONES TO BE PROVIDED BY OTHERS AT NO	COST TO AI	MS				
5	PRICING IS VALID FOR 60 DAYS, PAYMENT TERMS ARE NET 30, TAXES MA	AY BE APPLI	CABLE				
6	BYPASS OUTSIDE OF NORMAL PLUGS PROVIDED BY CUSTOMER						
7	ALL PERMITS AND PERMISSIONS FROM PROPERTY OWNERS, UTILITIES, A	AND GOVER	NMENT AG	ENTS PRO	OVIDED		
	TO AIMS BEFORE STARTING WORK						
8	CITY TO PROVIDE DEBRIS REMOVAL SITE (IF NEEDED)						

Exclusions: Engineered drawings, remove existing liners, Water Meter, DOT permits, plans, major traffic control, flag men or police officer, fees & permits, survey works, by-pass water control, rebar replacement, vactor truck/service, pipe-cleaning, jobsite dumpster, laboratory test fees, chemical grouting to stop heavy flowing infiltration, mechanical work, pipe coatings, plugs over 12-inches, bypass pumping, bonds & special insurance, surface restoration works other than T Gray related work. Storm Water Pollution Prevention Plan (SWPP). Concrete wash-out area.

PAYMENT TERMS: Net 30 days. T Gray/AIMS reserves the right to issue a Stop Work notice to past due customers. If the account is not brought to good standing within ten (10) business days after receipt of notice TGray/AIMS may cease all construction activity for the delinquent customer until said account is reconciled. TGray/AIMS also reserves the right to administer a 1.5% per month (18% per annum) finance charge to any past due invoices. If the invoices must go to an attorney for collection, in addition to the amounts owed, the customer shall be responsible for payment of all attorney's fees, cost of court and expenses. Zero (0%) percent retainage held on contractor services. New customers will require a credit application and mobilization deposit. At TGray/AIMS discretion, a job deposit can be charged at 25% of contract total and is payable upon signing agreement. By signing this agreement, you accept all terms and exclusions contained within this quotation and all payments made to T. Gray Utility AIMS, LLC will follow those terms and quantity structure within this document.

Insurance Coverage
General Liability
Automobile Liability 2 000 000 1,000,000 Umbrella Liability 1.000.000 Worker's Compensation Pollution Control 2 000 000

Confined Space Entry OSHA Compliance 29 CFR 1910.146 Proper equipment includes: tripods, winches, full body harness, multi-gas monitors to check space during and before entry as a minimum. OSHA requires an attendant to always monitor the confined space entrant. Confined space permits and entry procedures must be signed off by site supervisor.

Warranty: 1 year warranty on service and materials from date of installation

Regards,

Wade Gibson **BD** Manager

## Safe. Reliable. Secure.



wgibson@aimscompanies.com

Cell: 281.979.6797

Along with CCTV Inspection and Cleaning services AIMS Companies also specializes in Hydrovac Excavation, Well Cleaning, Manhole Inspection, Manhole Rehab, Vacuum Testing, Hydro-blasting and Dry Vac services.

The signing of this proposal is acceptance of the pricing, terms and conditions listed above.  Company Name:
Client Name:
Company Address:
Company Phone Number:
Client Cell Number:
Signature:



July 30, 2025

HDR, Inc.

4828 Loop Central Drive, Suite 700

Houston, Texas 77081 Phone: 832-707-0813

Email: gracie.moylan@hdrinc.com

Attention: Gracie Moylan

Reference: Storm sewer cleaning and video inspecting at The City of Piney Point Village on Holidan and Bothwell Way.

AAA Flexible Pipe Cleaning Co., Inc. proposes to clean, and video inspect the storm sewers at the referenced location. Cleaning consists of removing all loose dirt and debris. All material removed will be manifested and disposed of at a state approved facility. A flash drive of the video inspection report and all its findings will be provided. Work to be scheduled during regular work hours.

The following "lump sum" pricing will apply:

Storm Sewer Cleaning and CCTV Tax (8.25%)

470 LF of Inlets 1-6

\$ 7,710.00

If Applicable

\$ 636.08

Please Note: Rates could increase due to additional gallons or equipment to complete this job. If Applicable: City of Houston Franchise Fee 4.0% Customers will be charged sales tax unless a valid Texas sales tax exemption certificate is provided.

We appreciate the opportunity to submit this proposal and look forward to working with you. If you have any questions, you can contact us at our office at 281-476-5200, or at service a aaaflexpipe.com. Sincerely,

Guadalupe Candanosa Senior Vice President Accepted By:\_ HDR, Inc. By: Signature Printed Name Title Purchase Order No: Job No. Date



August 5, 2025

HDR Engineers 4828 Loop Central Drive, Suite 800 Houston, TX 77081 Via Email: Gracie.Moylan@hdrinc.com 832-707-0813 (Mobile)

Attention: Gracie Moylan, EIT

Reference: Piney Point Village-Clean & TV Storm Sewer along Bothwell Way and Holidan Way

We propose to furnish labor, tools, equipment and supervision necessary to perform the activities listed below on the above referenced project for the unit prices and conditions as follows:

PIPE SIZE	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTALS
18"	Clean & Televise Storm Sewer	470	LF	\$25.00	\$11,750.00
				Grand Total	\$11,750.00

#### OUR BID IS BASED ON THE FOLLOWING:

- 1. If manholes cannot be located by probing and/or detected by using a metal detector, locating of manholes and accessibility for entry will be the responsibility of others. Manholes must be accessible for entry.
- 2. Pricing is contingent on the assumption that we will be allowed to use any and all fire hydrants that are most convenient to the line being cleaned and the meter can be moved by our own forces.
- 3. Some roots, grease and other foreign materials cannot be cleaned or removed by hydraulic jet pressure cleaning and will require mechanical cleaning to remove; and is not included in our unit prices.
- 4. We have included "light" traffic control for setups along Holidan Way and Bothwell Way in our proposal. We have not included any major traffic control for Piney Point Road.

We appreciate the opportunity of quoting this work and look forward to working with you on this project. If I can provide additional information please contact me.

Sincerely,

Anthony J. Barrette, Chief Solutions, Inc.

#### **Council Agenda Item Cover Memo**

# 8/25/2025 Date of Meeting

To: Mayor and City Council
Agenda Item:
Discuss and take possible action on Engineering Report

SUMMARY/BACKGROUND (WHY): Please see attached for August's Engineer Report.

STAFF RECOMMENDATION:

ESTIMATED COST: NA

FOUNDING SOURCE:

CURRENT BUDGETED ITEM: YES \_\_\_ NO \_\_ EMERGENCY REQUEST: YES \_\_\_ NO X\_\_\_

PREPARED BY: John Peterson/Grace Moylan

**ATTACHMENTS:** Yes

#### Engineer's Status Report City of Piney Point Village HDR Engineering, Inc.

City Council Meeting Date: August 25, 2025 Submit to City: August 21, 2025

#### **CURRENT PROJECTS:**

#### 1. Blalock Road Sinkhole

HDR received three (3) quotes for the repair of 40 LF of 36" storm sewer and 10 SY of sidewalk. Due to the proximity of the waterline, a supplemental line item was added in case of conflict.

i. Experts Underground Solutions: \$32,586.00

ii. OnPar Civil Services: \$37,000.00iii. J Rivas Construction: \$49,480.00

On August 5, 2025, HDR was notified by the City of a new sinkhole forming at the intersection of Blalock and Brompton Court in the turning apron. On August 12, 2025, HDR met on-site with Experts Underground Solutions to discuss the next steps. The contractor brought a crew, accessed the storm sewer, and determined that the pipe size was 42 inches, rather than the 36 inches indicated in the record drawings. The contractor then measured the storm sewer at the location of the original point repair and confirmed that the pipe at that location was also 42 inches in diameter.

- Revised Quote for Point Repair at Green Oaks Road:
  - **i.** \$64,246.00
- Quote for Point Repair at Brompton Court:
  - **i.** \$38,180.00

Action is requested to review and potentially approve both quotes for the two-point repairs along Blalock for a total amount of \$102,426.00.

#### 2. Chapelwood Court Drainage Project

Bids for this project were received and opened on July 30<sup>th</sup>, 2025, with a low bid from SAPO Engineering and Consultants. However, reference checks indicated that the firm has limited experience with drainage projects and noted challenges on prior projects related to schedule adherence, the level of staff supervision, and the quality of work. At the direction of the City and Council, HDR proceeded forward with acquiring references from the second lowest bidder, Experts Underground Solutions.

Action is requested to review and potentially approve the bid results and the accompanying Letter of Recommendation for the project's construction. If awarded, construction is expected to commence in September 2025.

#### 3. Bothwell and Holidan Way CCTV

On July 24, 2025, the City notified HDR that the inlet located outside 11330 Bothwell Way was experiencing significant blockage from dirt and tree trimmings. This obstruction persisted despite prior efforts by City staff to remove the debris. Given the recurring maintenance issues associated with the shallow and undersized storm sewers along Holidan Way and Bothwell



Way the City requested that HDR obtain cost proposals for CCTV inspection. This is a routine cleaning on these streets every 4-5 years. To maximize efficiency and cost, HDR solicited quotes from contractors to perform CCTV inspection of both storm sewers concurrently.

i. AIMS Company: \$3,995.00

ii. AAA Flexible Pipe Cleaning: \$7,710.00

iii. Chief Solutions: \$11,750.00

#### 4. Windermere Outfall Repair Project

During the July Council meeting, Council approved the proposal for the Windermere Outfall Repair Project. HDR has now begun design. The projected schedule is as follows:

• 75% Plans Prepared: August 25<sup>th</sup>, 2025

• 75% Plans Delivered to HCFCD for Review: September 5<sup>th</sup>,2025

• HCFCD Review: 1-2 Months

#### 5. <u>City-Wide Point Repair Project</u>

J Rivas Construction completed work for the Point Repair Project on July 31<sup>st</sup>, 2025. HDR conducted a final walk through on August 7<sup>th</sup>, 2025. HDR is currently awaiting the invoice from the Contractor.

#### 6. Kinkaid School Additional Left Turn Lane

HDR received a copy of the plan set on June 6, 2025. It appears that Kinkaid School is proposing a second left turn lane into the school, on San Felipe. HDR has not yet received the traffic study that is needed in order to provide a full review.

#### 7. Chuckanut Drainage & Paving Improvements

Council awarded the Contract to OnPar Civil Services during the April Council Meeting. Construction began on July 21st, 2025. Work has progressed to about 20% completion, with drainage installation starting Thursday and fence adjustments underway. The project remains on track for a November 18 completion.

#### 8. <u>Harris County Traffic Signals Project – Memorial Drive</u>

The Harris County Traffic Signals Project involves replacing signals at the Memorial intersections with Blalock, Piney Point, and San Felipe. HDR received an update on August 19, 2025, that they are reviewing the submitted bids and will be requesting the City's review and approval of the recommended contractor.

#### 9. Soldiers Creek Sub Watershed Feasibility Study Project

HDR received an update on August 12<sup>th</sup>, 2025, that Half is submitting their revised technical memo and computer models this week to Harris County Flood Control. HCFCD stated that they requested Halff to share the information with HDR as well.

#### 10. Memorial Asphalt Reclamation Project

HDR received the 95% plan set from Harris County on July 11<sup>th</sup>, 2025. HDR reviewed the plans and provided comments. HDR received an update on August 12<sup>th</sup>, 2025, that the project is pending concurrence from the Precinct to start advertising.

#### 11. Potential Future CIP Projects

- North and South Country Squire Drainage and Paving Improvements
  - i. North and South Country Squire Drainage and Paving Improvements (Including Memorial Drainage): Approximately \$3.7 Million
  - ii. North Country Squire Drainage and Paving Improvements (Including Memorial Drainage): Approximately \$1.9 Million
  - iii. North and South Country Squire Drainage Improvements (Including Memorial Drainage): Approximately \$1.8 Million
  - iv. Memorial Drainage Improvements Only: Approximately \$690,000.00

TO: The Honorable Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

M. Yi, Finance Director

MEETING DATE: August 25, 2025

SUBJECT: Consideration and Possible Action to Authorize Publication of Notice for the

2026 Fiscal Year Budget Public Hearing.

#### Agenda Item: 8

The City of Piney Point Village is scheduled to adopt the Fiscal Year 2026 budget on Wednesday, September 24, 2025, in accordance with state law and prior to the start of the new fiscal year on January 1, 2026. The budget process includes:

- Review of the proposed FY 2026 annual budget;
- Council discussion of changes and additions;
- One or more budget workshops for staff presentations and Council questions;
- A public hearing prior to adoption.

State law requires the City to publish a notice indicating whether the proposed budget will generate more revenue from property taxes than the previous year. The Tax Assessor-Collector will calculate this amount from the certified tax rolls.

#### Date, Time, and Location:

• Date: Wednesday, September 24, 2025

• Time: 6:00 PM

 Location: Memorial Drive Elementary School, 11202 Smithdale Rd, Piney Point Village, TX 77024.

#### **Recommended Action:**

Staff recommends that City Council authorize publication of the statutory notice of public hearing for the FY 2026 proposed budget, setting the hearing for Wednesday, September 24, 2025, at 6:00 PM at Memorial Drive Elementary School. The proposed motion is below:

"I move that the City Council authorize publication of the notice of public hearing for the Fiscal Year 2026 proposed budget, to be held on Wednesday, September 24, 2025, at 6:00 PM at Memorial Drive Elementary School."

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

M. Yi, Finance Director

MEETING DATE: August 25, 2025

SUBJECT: Consideration and Possible Action as a Record Vote of the Council on the

Date, Time, And Location for the Tax Hearing on the 2025 Tax Rate (FY26).

#### Agenda Item: 9

The Texas Tax Code requires municipalities to hold a public hearing if the proposed tax rate exceeds the no-new-revenue tax rate. The public hearing provides taxpayers the opportunity to express their views on the proposed tax rate before Council action. The City's proposed property tax rate for the 2025 tax year (Fiscal Year 2026 budget) is \$0.255140 per \$100 valuation, the same as the current year's rate. Although the rate is unchanged, because it exceeds the no-new-revenue tax rate of \$0.250449 per \$100 valuation, state law requires the city to hold a public hearing and for the Council to take a recorded vote to set the hearing. The property tax comparison is as follows:

	2025-2026	2024-2025
Property Tax Rate:	\$0.255140/100	\$0.255140/100
No-New-Revenue Tax Rate:	\$0.250449/100	\$0.265993/100
No-New-Revenue M&O Tax Rate:	\$0.223077/100	\$0.236059/100
Voter-Approval Tax Rate:	\$0.267678/100	\$0.277582/100
Debt Rate:	\$0.009310/100	\$0.027878/100

#### **Date, Time, and Location:**

• Date: Wednesday, September 24, 2025

Time: 6:00 PM

• Location: Memorial Drive Elementary School, 11202 Smithdale Rd, Piney Point Village, TX 77024.

Note: If Council moves the tax and budget hearing date from <u>Wednesday, Sept 24</u> to <u>Thursday, Sept 25, 2025</u>, it will still comply with Texas law for both the budget hearing (Ch. 102) and tax rate hearing/adoption (Ch. 26). The key is to ensure that the notice is updated to reflect Sept 25 before publication.

#### **Recommended Action:**

Per Texas Tax Code §26.06(a), the governing body must vote by record vote to set the date, time, and location for the public hearing on the tax rate. This requires each councilmember's vote (aye/nay/abstain) to be entered into the official minutes. Recommended motion language (Recorded Vote) is as follows:

I move that the City Council set the public hearing on the proposed tax rate of \$0.255140 per \$100 valuation for Wednesday, September 24, 2025, at 6:00 PM at Memorial Drive Elementary School, 11202 Smithdale Road, Piney Point Village, Texas 77024, and that this action be taken by record vote."

# 2025 Tax Rate Calculation Worksheet Taxing Units Other Than School Districts or Water Districts

City of Piney Point Village	713-782-0271
Taxing Unit Name	Phone (area code and number)
7660 Woodway Dr., Suite 460 Houston, Texas 77063	http://www.cityofpineypoint.com/
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts or Comptroller Form 50-860 Developed Water District Voter-Approval Tax Rate Worksheet.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

#### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	<b>Prior year total taxable value.</b> Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	\$ <u>3,135,560,697</u>
2.	<b>Prior year tax ceilings.</b> Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$ <u>0</u>
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ <u>3,135,560,697</u>
4.	Prior year total adopted tax rate.	\$ <u>0.255140</u> /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.  A. Original prior year ARB values:  B. Prior year values resulting from final court decisions:  - \$ \frac{320,356,388}{320,356,388}  - \$ \frac{301,917,492}{301,917,492}  C. Prior year value loss. Subtract B from A.3	40.400.000
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25.  A. Prior year ARB certified value:  B. Prior year disputed value:  - \$ \frac{30,219,715}{2}  C. Prior year undisputed value. Subtract B from A. 4	\$ 18,438,896 \$ 168,248,755
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$

<sup>&</sup>lt;sup>1</sup> Tex. Tax Code §26.012(14)

<sup>&</sup>lt;sup>2</sup> Tex. Tax Code §26.012(14)

<sup>&</sup>lt;sup>3</sup> Tex. Tax Code §26.012(13)

<sup>&</sup>lt;sup>4</sup> Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	ş <u>3,322,248,348</u>
9.	<b>Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024.</b> Enter the prior year value of property in deannexed territory. <sup>5</sup>	
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.  4. Absolute exemptions. Use prior year market value:  \$ 0	
	<b>B. Partial exemptions.</b> Current year exemption amount or current year percentage exemption times prior year value: + \$ 138,206	
	C. Value loss. Add A and B. 6	\$ <u>138,206</u>
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.  A. Prior year market value: \$ 0	
	,	_
	C. Value loss. Subtract B from A. 7	\$ 0
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ <u>138,206</u>
13.	<b>Prior year captured value of property in a TIF.</b> Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. § If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ <u>0</u>
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 3,322,110,142
15.	<b>Adjusted prior year total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	§ <u>8,476,031</u>
16.	<b>Taxes refunded for years preceding the prior tax year.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. <sup>9</sup>	ş 48,035
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. 10	\$ 8,524,066
18.	<b>Total current year taxable value on the current year certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. <sup>11</sup>	
	A. Certified values:	
	B. Counties: Include railroad rolling stock values certified by the Comptroller's office:	
	C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:	
	D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 24 below. 12	
	E. Total current year value. Add A and B, then subtract C and D.	ş 0

<sup>5</sup> Tex. Tax Code §26.012(15)
6 Tex. Tax Code §26.012(15)
7 Tex. Tax Code §26.012(15)
8 Tex. Tax Code §26.03(c)
9 Tex. Tax Code §26.012(13)
10 Tex. Tax Code §26.012(13)
11 Tex. Tax Code §26.012, 26.04(c-2)
12 Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	A. Current year taxable value of properties under protest. The chief appraisal roll. 13  under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. 14. \$ 262,999,538	
	B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. 15	
	C. Total value under protest or not certified. Add A and B.	\$ <u>3,466,778,191</u>
20.	<b>Current year tax ceilings.</b> Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>	\$ <u>0</u>
21.	Anticipated contested value. Affected taxing units enter the contested taxable value for all property that is subject to anticipated substantial litigation. <sup>17</sup> An affected taxing unit is wholly or partly located in a county that has a population of less than 500,000 and is located on the Gulf of Mexico. <sup>18</sup> If completing this section, the taxing unit must include supporting documentation in Section 9. <sup>19</sup> Taxing units that are not affected, enter 0.	
22.	Current year total taxable value. Add Lines 18E and 19C, then subtract Lines 20 and 21.20	
23.	<b>Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.</b> Include both real and personal property. Enter the current year value of property in territory annexed. <sup>21</sup>	
24.	<b>Total current year taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for the current year. <sup>22</sup>	
25.	Total adjustments to the current year taxable value. Add Lines 23 and 24.	\$ 63,270,732
26.	Adjusted current year taxable value. Subtract Line 25 from Line 22.	\$ <u>3,403,507,459</u>
27.	Current year NNR tax rate. Divide Line 17 by Line 26 and multiply by \$100. 23	\$ <u>0.250449</u> /\$100
28.	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. <sup>24</sup>	\$/\$100

#### SECTION 2: Voter Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate: The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate: The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)

<sup>14</sup> Tex. Tax Code §26.01(c)

<sup>15</sup> Tex. Tax Code §26.01(d)

<sup>16</sup> Tex. Tax Code §26.012(6)(B)

<sup>17</sup> Tex. Tax Code §§26.012(6)(C) and 26.012(1-b)

<sup>18</sup> Tex. Tax Code §26.012(1-a)

<sup>19</sup> Tex. Tax Code §26.04(d-3) 20 Tex. Tax Code §26.012(6)

<sup>&</sup>lt;sup>21</sup> Tex. Tax Code §26.012(17)

<sup>&</sup>lt;sup>22</sup> Tex. Tax Code §26.012(17)

<sup>&</sup>lt;sup>23</sup> Tex. Tax Code §26.04(c) 24 Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
29.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ <u>0.227262</u> /\$100
30.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>3,322,248,348</u>
31.	<b>Total prior year M&amp;O levy.</b> Multiply Line 29 by Line 30 and divide by \$100.	\$_7,550,208
32.	Adjusted prior year levy for calculating NNR M&O rate.	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions,  Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year + \$ 42,245	
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0	
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.	
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function	
	E. Add Line 31 to 32D.	\$ _7,592,453
33.	Adjusted current year taxable value. Enter the amount in Line 26 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>3,403,507,459</u>
34.	Current year NNR M&O rate (unadjusted). Divide Line 32E by Line 33 and multiply by \$100.	\$ <u>0.223077</u> /\$100
35.	Rate adjustment for state criminal justice mandate. <sup>26</sup>	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0	
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies	
	<b>C.</b> Subtract B from A and divide by Line 33 and multiply by \$100	
	<b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.	\$_0.000000/\$100
36.	Rate adjustment for indigent health care expenditures. 27	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose	
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose	
	C. Subtract B from A and divide by Line 33 and multiply by \$100	
	<b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.	\$ <u>0.000000</u> /\$100

<sup>&</sup>lt;sup>25</sup> [Reserved for expansion] <sup>26</sup> Tex. Tax Code §26.044 <sup>27</sup> Tex. Tax Code §26.0441

		Voter-Approval Tax Rate Worksheet		Amount/F	Rate
37.	Rate ac	ljustment for county indigent defense compensation. <sup>28</sup>			
	A.	<b>Current year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending of June 30, of the current tax year, less any state grants received by the county for the same purpose	on \$ <u>0</u>		
	В.	<b>Prior year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose	\$ <u>0</u>		
	c.	Subtract B from A and divide by Line 33 and multiply by \$100	\$ 0.000000 /\$100		
	D.	Multiply B by 0.05 and divide by Line 33 and multiply by \$100	\$ 0.000000 /\$100		
	E.	Enter the lesser of C and D. If not applicable, enter 0.		\$ <u>0.000000</u>	/\$100
38.	Rate ac	ljustment for county hospital expenditures. <sup>29</sup>			
	A.	<b>Current year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year.	\$ <u>0</u>		
	В.	<b>Prior year eligible county hospital expenditures.</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2023 and ending on June 30, 2024.	\$ <u>0</u>		
	c.	Subtract B from A and divide by Line 33 and multiply by \$100.	\$_0.000000/\$100		
	D.	Multiply B by 0.08 and divide by Line 33 and multiply by \$100	\$ 0.000000 /\$100		
	E.	Enter the lesser of C and D, if applicable. If not applicable, enter 0.		\$ 0.000000	/\$100
39.	ity for tl	<b>ljustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a he current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applie ation of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section.	s to municipalities with		
	A.	<b>Amount appropriated for public safety in the prior year.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year	\$ 0		
	В.	<b>Expenditures for public safety in the prior year.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year	\$ 0		
	C.	Subtract B from A and divide by Line 33 and multiply by \$100	\$ 0.000000 /\$100		
	D.	Enter the rate calculated in C. If not applicable, enter 0.		\$ <u>0.000000</u>	/\$100
40.	Adjuste	ed current year NNR M&O rate. Add Lines 34, 35D, 36D, 37E, and 38E. Subtract Line 39D.		§ 0.223077	/\$100
41.	addition	ment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that nal sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax Section 3. Other taxing units, enter zero.	•		
	A.	Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any.  Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent	\$ <u>0</u>		
	В.	Divide Line 41A by Line 33 and multiply by \$100	\$_0.000000/\$100		
	c.	Add Line 41B to Line 40.		\$ 0.223077	/\$100
42.		t year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. ecial Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 41C by 1.08.			
	10 -	r-			

<sup>&</sup>lt;sup>28</sup> Tex. Tax Code §26.0442 <sup>29</sup> Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D42.	Disaster Line 42 (D42): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of:  1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or  2) the third tax year after the tax year in which the disaster occurred.	
	If the taxing unit qualifies under this scenario, multiply Line 41C by 1.08. 30 If the taxing unit does not qualify, do not complete Disaster Line 42 (Line D42).	\$ <u>0.000000</u> /\$100
43.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:  (1) are paid by property taxes;  (2) are secured by property taxes;  (3) are scheduled for payment over a period longer than one year; and  (4) are not classified in the taxing unit's budget as M&O expenses.  A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. 31	
	Enter debt amount \$ 446,425  B. Subtract unencumbered fund amount used to reduce total debt \$ 123,651  C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) \$ 0  D. Subtract amount paid from other resources \$ 0	
	E. Adjusted debt. Subtract B, C and D from A.	\$ <u>322,774</u>
44.	Certified prior year excess debt collections. Enter the amount certified by the collector. 32	\$ <u>0</u>
45.	Adjusted current year debt. Subtract Line 44 from Line 43E.	ş <u>322,774</u>
46.	Current year anticipated collection rate.  A. Enter the current year anticipated collection rate certified by the collector. 33 100.00 %  B. Enter the prior year actual collection rate. 99.00 %  C. Enter the 2023 actual collection rate. 97.94 %  D. Enter the 2022 actual collection rate. 99.66 %	
	E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. 34	100.00 %
47.	Current year debt adjusted for collections. Divide Line 45 by Line 46E.	\$ 322,774
48.	Current year total taxable value. Enter the amount on Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>3,466,778,191</u>
49.	Current year debt rate. Divide Line 47 by Line 48 and multiply by \$100.	\$ <u>0.009310</u> /\$100
50.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 42 and 49.	\$ 0.240194 /\$100
D50.	<b>Disaster Line 50 (D50): Current year voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D42. Add Line D42 and 49.	\$_0.000000 _/\$100

<sup>&</sup>lt;sup>30</sup> Tex. Tax Code \$26.042(a) <sup>31</sup> Tex. Tax Code \$26.012(7) <sup>32</sup> Tex. Tax Code \$26.012(10) and 26.04(b) <sup>33</sup> Tex. Tax Code \$26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
51.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approv-	
	al tax rate.	\$_0.000000/\$100

## SECTION 3: NNR Tax Rate and Voter Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
52.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>35</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage.	
	Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ <u>0</u>
53.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. <sup>36</sup>	
	Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 52 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>37</sup> - or -	
	<b>Taxing units that adopted the sales tax before November of the prior year.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ <u>0</u>
54.	Current year total taxable value. Enter the amount from Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>3,466,778,191</u>
55.	Sales tax adjustment rate. Divide Line 53 by Line 54 and multiply by \$100.	\$_0.000000/\$100
56.	<b>Current year NNR tax rate, unadjusted for sales tax.</b> Enter the rate from Line 27 or 28, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.250449/\$100
57.	Current year NNR tax rate, adjusted for sales tax.  Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 55 from Line 56. Skip to Line 58 if you adopted the additional sales tax before November of the prior tax year.	\$ <u>0.250449</u> /\$100
58.	<b>Current year voter-approval tax rate, unadjusted for sales tax.</b> <sup>39</sup> Enter the rate from Line 50, Line D50 (disaster) or Line 51 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ <u>0.240194</u> /\$100
59.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 55 from Line 58.	\$ <u>0.240194</u> /\$100

## SECTION 4: Voter Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
60.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>40</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>41</sup>	\$ <u>0</u>
61.	Current year total taxable value. Enter the amount from Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$_3,466,778,191
62.	Additional rate for pollution control. Divide Line 60 by Line 61 and multiply by \$100.	\$ <u>0.000000</u> /\$100

<sup>35</sup> Tex. Tax Code §26.041(d)

<sup>&</sup>lt;sup>36</sup> Tex. Tax Code §26.041(i)

<sup>37</sup> Tex. Tax Code §26.041(d)

<sup>&</sup>lt;sup>38</sup> Tex. Tax Code §26.04(c)

<sup>39</sup> Tex. Tax Code §26.04(c) 40 Tex. Tax Code §26.045(d)

<sup>41</sup> Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
63.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 62 to one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties) or Line 59 (taxing units with the additional sales tax).	\$ <u>0.240194</u> /\$100

## SECTION 5: Voter Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. <sup>42</sup> The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. <sup>43</sup>

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; 44
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); 45 or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. <sup>47</sup>

Line	Unused Increment Rate Worksheet	Amount/Rate
64.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value	
	A. Voter-approval tax rate (Line 68)	\$ 0.285279 /\$100
	B. Unused increment rate (Line 67).	\$ 0.013080 /\$100
	C. Subtract B from A.	\$ 0.272199 /\$100
	D. Adopted Tax Rate	\$ 0.255140 /\$100
	E. Subtract D from C	\$ <u>0.017059</u> /\$100
	F. 2024 Total Taxable Value (Line 60)	\$ 3,161,363,313
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$_539,296
65.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval	
	tax rate. Multiply the result by the 2023 current total value	\$ 0.270946 /\$100
	A. Voter-approval tax rate (Line 67)	
	B. Unused increment rate (Line 66)	1
	C. Subtract B from A	\$\frac{0.262675}{0.255140} \text{/\$100}
	D. Adopted Tax Rate	\$ 0.007535 /\$100
	E. Subtract D from C	\$ 0.007333 /\$100
	F. 2023 Total Taxable Value (Line 60)	\$ 232,906
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	3 232,300
66.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.272302 /\$100
	B. Unused increment rate (Line 66)	\$ 0.010975 /\$100
	C. Subtract B from A.	\$ <u>0.261327</u> /\$100
	D. Adopted Tax Rate	\$ 0.255140 /\$100
	E. Subtract D from C.	\$ 0.006187 /\$100
	F. 2022 Total Taxable Value (Line 60)	\$ 2,919,537,709
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 180,631
67.	Total Foregone Revenue Amount. Add Lines 64G, 65G and 66G	
	The state of the s	\$ 952,833 /\$100
68.	2025 Unused Increment Rate. Divide Line 67 by Line 22 of the No-New-Revenue Rate Worksheet. Multiply the result by 100	\$ <u>0.027484</u> /\$100
69.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 68 to one of the following lines (as applicable): Line 50,	
	Line 51 (counties), Line 59 (taxing units with additional sales tax) or Line 63 (taxing units with pollution)	\$ 0.267678 /\$100

<sup>42</sup> Tex. Tax Code §26.013(b)

<sup>&</sup>lt;sup>43</sup> Tex. Tax Code §§26.013(a)(1-a), (1-b), and (2)

<sup>44</sup> Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)

<sup>&</sup>lt;sup>45</sup> Tex. Tax Code §§26.0501(a) and (c)

<sup>&</sup>lt;sup>46</sup> Tex. Local Gov't Code §120.007(d)

<sup>47</sup> Tex. Local Gov't Code §26.04(c)(2)(B)

## SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. 48
This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. 49

Line	De Minimis Rate Worksheet	Amount/Rate
70.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 40 of the Voter-Approval Tax Rate Worksheet.	\$ <u>0.223077</u> /\$100
71.	Current year total taxable value. Enter the amount on Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>3,466,778,191</u>
72.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 71 and multiply by \$100.	\$ <u>0.014422</u> <u>/\$100</u>
73.	Current year debt rate. Enter the rate from Line 49 of the Voter-Approval Tax Rate Worksheet.	\$ <u>0.009310</u> /\$100
74.	De minimis rate. Add Lines 70, 72 and 73.	\$ <u>0.246809</u> <u>/\$100</u>

## SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>50</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. <sup>51</sup>

This section will apply to a taxing unit other than a special taxing unit that:

- · directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate	
75.	<b>2024 adopted tax rate.</b> Enter the rate in Line 4 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>0.255140</u> /\$	100
76.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. 52		
	If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.		
	- or -  If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on  Disaster Line 41 (D41) in 2024, complete form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. 53 Enter the final adjusted 2024 voter-approval tax rate from the worksheet.  - or -		
	If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ <u>0.000000</u> /\$	100
77.	Increase in 2024 tax rate due to disaster. Subtract Line 76 from Line 75.	\$ <u>0.000000</u> /\$	100
78.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the No-New-Revenue Tax Rate Worksheet.	\$ 3,322,110,142	_
79.	Emergency revenue. Multiply Line 77 by Line 78 and divide by \$100.	\$ <u>0</u>	_
80.	Adjusted 2024 taxable value. Enter the amount in Line 26 of the No-New-Revenue Tax Rate Worksheet.	\$_3,403,507,459	
81.	Emergency revenue rate. Divide Line 79 by Line 80 and multiply by \$100. 53	\$ <u>0.000000</u> /\$	100

<sup>&</sup>lt;sup>48</sup> Tex. Tax Code §26.012(8-a)

<sup>49</sup> Tex. Tax Code §26.063(a)(1)

<sup>&</sup>lt;sup>50</sup> Tex. Tax Code §26.042(b)

<sup>&</sup>lt;sup>51</sup> Tex. Tax Code §26.042(f)

<sup>52</sup> Tex. Tax Code §26.042(c)

<sup>53</sup> Tex. Tax Code §26.042(b)

202	i Tax Rate Calculation Worksheet – Taxing Units Other Than School Districts or Water Districts	Form	150-856
Line	Emergency Revenue Rate Worksheet	Amount/R	ate
82.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 81 from one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (taxing units with the additional sales tax), Line 63 (taxing units with pollution control) or Line 69 (taxing units with the unused increment rate).	§ 0.267678	/\$100
SEC	TION 8: Total Tax Rate		
Indica	te the applicable total tax rates as calculated above.		
	No-new-revenue tax rate. As applicable, enter the current year NNR tax rate from: Line 27, Line 28 (counties), or Line 57 (adjusted for sales tax). Indicate the line number used: 27	\$_0.250449	/\$100
l	Voter-approval tax rate.  As applicable, enter the current year voter-approval tax rate from: Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (adjusted for sales tax), Line 63 (adjusted for pollution control), Line 69 (adjusted for unused increment), or Line 82 (adjusted for emergency revenue).  Indicate the line number used: 69	§ 0.267678	/\$100
	De minimis rate	\$ 0.246809	/\$100
SEC	TION 9: Addendum		
	ected taxing unit that enters an amount described by Tax Code Section 26.012(6)(C) in line 21 must include the following as an addendum:		
1. D	ocumentation that supports the exclusion of value under Tax Code Section 26.012(6)(C); and		
	ach statement submitted to the designated officer or employee by the property owner or entity as required by Tax Code Section 41.48(c)(2) for that	tax year.	
Insert	hyperlinks to supporting documentation:		
SEC	TION 10: Taxing Unit Representative Name and Signature		
	the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the	e designated offi	cer or
emplo	byee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified at a terms of taxable value, in accordance with requirements in the Tax Code. 54	-	
pri			
her	Printed Name of Taxing Unit Representative		
sig her	1 🛦		
	Taxing Unit Representative Date		

<sup>&</sup>lt;sup>54</sup> Tex. Tax Code §§26.04(c-2) and (d-2)

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Consideration and possible action on a proposal with SAFEbuilt Texas LLC for

inspection and development review services.

Agenda Item: 10

## **Update:**

The Council has expressed its support for the overall agreement as a supplemental service; however, it has requested a thorough legal review of the contract. Furthermore, the Council has directed the staff to revise and resubmit the contract with the agreed-upon modifications by August.

#### **Summary**:

SAFEbuilt Texas LLC offers essential inspection solutions to support the building department in Piney Point Village, complementing our current inspectors. The city prioritizes strict permitting regulations and recognizes the need for extra resources during peak times. With a partnership in over 130 Texas municipalities, SAFEbuilt provides tailored solutions with ICC-certified professionals for plan reviews and inspections, featuring predictable pricing and annual CPI adjustments. They also serve nearby cities like Bunker Hill and Spring Valley, offering flexible pricing options. SAFEbuilt ensures quality and experience, committing to a 24-hour turnaround for generator reviews and providing a pre-meeting checklist and inspector resumes for review.

## Mission/Vision:

This item aligns with Strategy 4-B, which aims to enhance customer service by utilizing various best practices and techniques to improve efficiency.

## **Proposed Agreement:**

This Professional Services Agreement between the City of Piney Point Village and SAFEbuilt Texas spans 12 months and includes mutual indemnification, capped liability, 90-day no-cause termination, monthly invoicing, confidentiality, and mediation for disputes. SAFEbuilt must maintain required insurance coverage.

## **Recommendation:**

It is recommended that the city engage SAFEbuilt for flexible, cost-effective building inspection services to supplement staff and ensure quality oversight on projects.

## **Attached Documents:**

Proposal for Services

# **Proposal for Services**



Prepared for:

Piney Point Village, Texas

**Brad Bond** 

Business Development Representative 346.579.3464 bbond@SAFEbuilt.com Tracy Rodriguez

Director, Texas Operations 936.647.6773 trodriguez@bbgcode.com

SAFEbuilt Texas, LLC.

832 Sandy Lane, Fort Worth, TX 76120

1420 Wilson Street, Houston, TX 77019

www.SAFEbuilt.com





June 10, 2025

RE: Piney Point Village, Texas

SAFEbuilt Texas (SAFEbuilt), is pleased to present this response proposal for our Building Department Solution Services in Piney Point Village. SAFEbuilt offers efficient and effective solutions, using proven methods to deliver high customer satisfaction at a reasonable cost.

Accurate and timely building department support services are critical to helping support municipal development. Since our founding in 1992, SAFEbuilt has delivered efficient, effective, and reliable building department solutions to communities throughout the United States, including more than 130 municipalities across the great state of Texas. Our long-term experience with municipalities and developers throughout Texas provides SAFEbuilt with a thorough working knowledge of the requirements and expectations required in Piney Point Village. Our previous work provides us with the technical expertise needed to perform these services in a timely, well-qualified, and resourceful manner.

What makes SAFEbuilt unique from many other third-party community development solutions providers is our organizational commitment to ensure your goals and expectations are met. We accomplish this through ongoing communication between you, your Account Manager, and your Regional Director of Operations. They will establish and maintain frequent check-ins to confirm that the service level agreements are realized and discuss any challenges. SAFEbuilt believes these check-ins are critical to the early identification of performance risks and contribute to the contract's success. These meetings will provide both parties with the opportunity to manage the resources tactfully, as well as develop the best service provider to client relationship. Further, we can also estimate and evaluate possible outcomes during this process and make the necessary changes.

Our team consists of building service professionals, including permit techs, plan examiners, building inspectors and code enforcers. We prioritize the education of our team, ensuring they know the most updated codes along with completing and exceeding the required ICC-training hours with our internal SAFEbuilt Academy. Your city will be staffed with ICC-certified professionals who hold multiple licenses, including a State of Texas Plumbing Inspectors License.

SAFEbuilt wants to be your community development partner. We have the experience and capacity to customize services to meet your current and future needs. We ensure your program will be implemented seamlessly, delivering the solutions your community needs in a manner that elected officials, municipal staff, stakeholders, and citizens desire and deserve.

We enthusiastically present this response for your review and thank you in advance for your careful evaluation. I am the main point of contact for any questions or clarifications and can be reached at 346.579.3464 or at bbond@safebuilt.com.

Best Regards,

Brad Bond, Business Development Representative

SAFEbuilt Texas, LLC.

Brad Bond





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## **Background**

## **Our Philosophy**

SAFEbuilt knows that every public agency has a unique culture and specific requirements or preferences for their building department services. We pride ourselves on providing customized solutions for each client. The quality and training of our staff, our robust business systems, and our core commitment to our clients ensure that you receive the highest levels of service and responsiveness in the industry.

## Our Purpose

SAFEbuilt was founded in 1992 for the sole purpose of providing building department services to local government. We only work with public agencies to avoid any potential for conflict of interest. Today we are one of the leading providers of building department services in the country.

The primary focus of any building department is to ensure life safety for the residents and businesses within a community. That effort requires uniquely skilled individuals with technical knowledge and a desire for the continuous training needed to keep up with the ever-changing construction industry. We have outstanding employees, provide exceptional service to our clients, and participate in the communities we serve.

SAFEbuilt's success is built on two important factors – our organizational processes and our employees. With years of focus on the provision of building department services, we have refined our systems to be an efficient and effective solution. We achieve our inspection and plan review goals with less overhead than most other building departments. Additionally, we are constantly looking for ways that we can improve.

Our employees are also the best in the industry and a key reason for our success. In addition to the necessary technical skills, our hiring and training processes ensure that our team members have the skills needed to work well with other municipal departments, outside agencies, and applicants to make the process as efficient and customer-friendly as possible. It has taken years to develop and refine our hiring practices to staff jurisdictions with individuals who possess a unique balance of technical experience and customer service skills.

We carry the full complement of business insurance, including property, liability, auto, and workman's compensation, with our client partners named as additional insured. SAFEbuilt's staff consists of full-time team members with direct construction trade experience and all necessary state licenses and International Code Council (ICC) certifications.



## **Qualifications & Staffing**

In 1992, SAFEbuilt began providing exceptional Community Development services to local governments. Today, we are a national leader performing value-added professional, technical, and consulting services in 36 states and the District of Columbia for the efficient delivery of third-party solutions.

While we started by simply providing construction inspections and plan review for several communities in Northern Colorado, our areas of service have expanded over the years to include:



Full Service and Supplemental Building Department Operations



Residential, Commercial, and Industrial Plan Review



Building, Mechanical, Electrical, and Plumbing Inspection



Fire Plan and Life Safety Review and Inspection



Code Enforcement



Permit Technician



Certified Building Official



Community Development Automation Software



Expedited Plan Review, Inspections, and Engineering for Special Projects



Housing Authority Inspections



Planning and Zoning Services



Disaster Recovery

Over the decades, our capacity has grown to over 1,700 full-time employees, providing flexibility and economy of scale to over 1,900 communities like yours.

## Qualifications of Our Team

SAFEbuilt has a rigorous hiring process to find experienced and technically capable people who also fit the company's core values:

- Integrity. We choose to do the right thing every time.
- Improvement. We strive to continuously improve and understand how we can do better tomorrow.



- Respect. We are respectful in the way we interact with everyone.
- Teamwork. We have an environment where everyone can contribute ideas. We encourage and reward
  creativity and initiative.

We always provide unequaled service levels to our customers, both external and internal. SAFEbuilt team members have direct construction trade experience and carry the necessary state licenses and International Code Council (ICC) certifications. In addition to trade experience and ICC certification, our team will have a diversified background in providing municipal building department services. We support our staff with paid ongoing training, and we encourage and financially reward our team for obtaining additional ICC certifications. Superior customer service and communication skills are common traits shared by our building officials, plans examiners, inspectors, and permit technicians. In short, we hire, train, and retain the most qualified individuals in the industry.

## **Employee Recruiting and Retention**

SAFEbuilt can attract and retain the best people due to the corporate culture we have established. We are proud to support our team members with the following: a comprehensive benefits package that includes Medical, Dental, Vision, Life, and Disability insurance coverage, an industry-competitive wage, profit sharing, paid time off, a flexible work environment, company paid training, and recognition for outstanding achievements. We also provide all the tools and resources necessary for our team to provide building department services safely, effectively, and efficiently.

## SAFEbuilt Texas Leadership Team



Mr. Craig Rush, PMP began working for SAFEbuilt in January 2021. He has held several increasingly responsible management and leadership positions during his 35-year career in the design and construction field. Mr. Rush is a Project Management Professional (PMP), certified by the Project Management Institute (PMI)

As the Account Manager, Mr. Rush, will reach out to the City to discuss the best method and frequency for check-in meetings. These meetings will provide both parties the opportunity to manage the resources tactfully and develop the best contractor-client relationship possible. Mr. Rush will act as an intermediary between SAFEbuilt and the City to meet the City's needs for information, support, and assistance. In turn, he helps SAFEbuilt to better understand the City's needs, expectations, and difficulties.

Ms. Tracy Rodriguez leads our operations in the state of Texas. She has earned and maintains twelve ICC certifications. She has over 30 years of experience in construction, purchasing, and inspection services.

As our State Operations Director for building services in Texas, Ms. Rodriguez will be responsible for ensuring increasing client and employee satisfaction levels while improving the workforce's efficiency, service, and technology throughout the contract. She often backs up the Building Officials, Plans Examiners, and Combination Inspectors who report to her. Her experience includes quality control for all commercial and residential construction phases and projects for both public and private-sector clients.



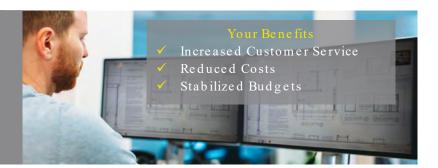
## **Electronic Plan Review**

Simple. Efficient. Reliable

## Plan Reviews Simplified

We provide the software, processes, and procedures for you to switch from paper to electronic plan review. The result is a more streamlined, efficient, and transparent process – offering you and project owners real–time visibility into the plans review process.

- → National network of ICC/State Certified Plan Reviewers
- → Cross-Disciplined & Specialty Trades
- → Concurrent Reviews
- → Online Submission and Real-time Status Checks
- Reduced Paper, Storage, and Courier



## **Our Services**

- Commercial & Residential
- Education Facilities
- Electronic Plan Review
- Fire
- Mechanical, Electrical, & Plumbing (MEP)
- Post-Disaster
- Site/Civil
- Seismic
- Structural

## Why Choose SAFEbuilt?



## **Simple Implementation**

We guide you through the transition process; providing the software, processes, and resources needed.



## **Increase Transparency**

Real-time access to dashboards on plan submittals, permit activity, staff assignments, and allocations.



## **National Network of Staff**

Access to a national network of SAFEbuilt certified staff ensures you have the team needed for any job.



#### **Faster Turnaround**

Access to a national network allows for quicker plan reviews with concurrent reviews by multi-disciplined staff.



## **Building Inspections**

Complete. Compliant. Thorough.

## **Transforming Inspections**

We go beyond a checklist of building compliance and approved plans; we provide our clients with a team of certified expert inspectors, automated routing technology, and a proven, methodical inspections playbook that guides our inspectors, builders, and owners through the process.

- → ICC/State Certified Inspectors
- → Licensed Engineers
- → Cross-Disciplined & Specialty Trades
- → Same Day, Next Day, After-Hours, & Weekends
- → Re-Inspections and disaster inspections



- Accessibility
- Construction Engineering
- Commercial & Residential
- Fire
- HUD
- Mechanical, Electrical, & Plumbing (MEP)
- New Construction
- Post-Disaster
- Roof
- Structural
- Site/Civil

## Why Choose SAFEbuilt?



## **Inspections Guarantee**

We guarantee inspections that are thorough and compliant with local codes and approved project plans.



## **Staffing Resources**

Inspections staff tailored to your development needs including cross-trained and specialty inspectors.



## **Ensure Building Safety**

Building safe and compliant structures is a top priority. We utilize proprietary Quality Assurance tools and checklists, as well as stay on top of industry trends.



## **Responsive Customer Service**

Our inspectors are responsive to your community development needs. From real-time client scheduling and notifications to monthly performance metrics.



## **Building Plan Review**

Comprehensive. Accurate. Guaranteed.

## **Better Reviews**

We combine quality reviews with quality service to improve the plan review process. SAFEbuilt provides you with a personalized approach to building services with transparent communication, education, expectations, and plans consultation to streamline your approval process.

- → ICC/State Certified Plan Reviewers
- → Licensed Engineers
- → Cross-Disciplined & Specialty Trades
- Access to a National Network of Plan Reviewers
- 5-Day Residential and 10-Day Commercial, Plus Same-Day and Expedited Turnarounds



## **Our Services**

- Commercial & Residential
- Educational Facilities
- Electronic Plan Review
- Fire
- Mechanical, Electrical, & Plumbing (MEP)
- Post-Disaster
- Site/Civil
- Seismic
- Structural

## Why Choose SAFEbuilt?



## **Guaranteed Turnarounds**

Get guaranteed plan review turnarounds that are coordinated with your permit application process.



## **Flexibility of Resources**

Contracts designed for your needs – full-time, supplemental, and on-call staff – ensure you have the resources needed.



## **Eliminate Backlogs**

We implement process improvements to shorten turnarounds, coupled with rightsized staffing to keep up with the workload.



## **Improved Customer Service**

Clear, responsive communication combined with building software tools so you and your clients know the status of projects at all times.



## **Building Department Management**

Streamlined. Effective. Transparent.

## **Full-Service Solution**

Our Building Department Management Team are subject matter experts, building officials, plan reviewers, inspectors, business managers, problem solvers, and customer relationship managers. We understand building department operations and develop operational and staffing solutions that best fit your community.



#### **Our Services**

- Building Officials
- Electronic Plan Review
- Inspection Services

- Plan Review
- Permit Technicians

## Why Choose SAFEbuilt?



## **Streamlined Processes**

We conduct a thorough audit of all department operations to align people with processes to streamline operations.



## **Transparent Communication**

Online Building Services software provides real-time project updates for both plan review and inspections.



#### **Performance Goals**

We identify and set realistic goals and metrics to ensure continued operational baselines and improvements.



#### Credentialed Staffing

Offering certified and experienced building officials, inspectors, permit technicians, plan reviewers.



## **Timelines & Turnarounds**

We recognize the importance of staying on schedule and keeping up with the volume of permits. SAFEbuilt is ready to help you quickly turn around plan reviews and inspections and remain current with permits.

## Turnarond Timeframes for Plan Review

Type of Project	Initial Review	Recheck
Single Family Dwelling	5 business days or less	3 business days or less
Tenant Improvements	5 business days or less	3 business days or less
Apartments	10 business days or less	5 business days or less
Commercial/Industrial	10 business days or less	5 business days or less
Fire Code Review	10 business days or less	5 business days or less
Large Commercial >\$15M	15 business days or less	5 business days or less

## **Turnaround Timeframes for Inspections**

We sit down with our clients to establish a customized inspection notification process. SAFEbuilt offers next-day inspections for any request received by 4:00 P.M. on the previous business day. We offer weekend and afterhours inspections on a scheduled basis and emergency inspections for an additional fee.

SAFEbuilt uses a routing program that utilizes computer mapping and GPS to route inspections efficiently. Homeowners who pull a permit may call to schedule an appointment window of two hours to minimize the time they need to be home.





## Value-Added Services

SAFEbuilt and our family of companies can provide a full host of services for your community beyond Plan Review and Inspection Services. We would be honored to discuss our additional services below in greater detail at any time.

## **Building Department Services**

- ✓ Building Officials
- √ Permit Technicians
- √ Permit Tracking Software

## **Construction Services**

- ✓ Bidding Services
- √ Capital Projects
- ✓ Certification
- √ Constructability
- ✓ Construction Administration
- ✓ Construction Management
- ✓ Development Inspections
- ✓ Inspections / Observations
- ✓ Owner's Representative
- √ Value Engineering

## **Planning Services**

- √ Comprehensive Planning
- ✓ Disaster / Hazard Planning
- ✓ Downtown Planning
- ✓ Environmental Services
- √ Fire Services
- ✓ General and Specific Plans
- ✓ Land Development Codes
- √ Landscape Architecture
- ✓ Planning Departmental Support
- ✓ Platting
- √ Redevelopment Planning
- √ Rezoning
- ✓ Surveying and Mapping
- √ Town Center Planning
- √ Transportation Planning, Design and Programming
- ✓ Urban Planning & Design
- ✓ Water Policy and Planning
- ✓ Zoning / Land Use Regulations

## **Code Enforcement Services**

- ✓ Land Use Inspections
- Property Maintenance Inspections
- ✓ Rental Housing Inspections
- ✓ Special Magistrate Services

## **Engineering Services**

- ✓ Civil Engineering / Roadway & Highway Design
- √ Coastal Engineering
- ✓ Electrical Engineering
- ✓ Land Development
- ✓ Municipal Engineering
- ✓ Traffic Engineering
- √ Water / Wastewater Treatment

## **Landscape Architecture Services**

- ✓ Offsite Improvements of LLMD & CFD
- ✓ Onsite Improvements
- ✓ Public Parks and Community Centers
- ✓ Update & Development of Specific Plans & General Plans

# CEI (Construction Engineering Inspection) Services

- ✓ Construction Administration
- ✓ Construction Claims Analysis
- ✓ Constructability Reviews
- ✓ Drainage Inspections
- Intelligent Transportation System Inspections
- ✓ Quality Assurance
- ✓ Quality Control Review
- ✓ Roadway Inspections
- ✓ Utility Inspections
- √ Value Engineering

# Transportation & Mobility

## Services

- ✓ Congestion Management Process
- ✓ Feasibility & Alternatives Analysis
- ✓ Mobility Corridor Planning
- ✓ Multimodal Studies & Analysis
- ✓ Traffic Engineering
- ✓ Traffic Impact Studies
- ✓ Traffic Modeling & Simulation
- ✓ Transportation Planning

## Surveying & Mapping

- ✓ Annexation Maps
- ✓ Boundary Surveys
- ✓ Condominium Document Preparation
- ✓ Global Positioning System (GPS) Surveys
- ✓ Platting Services
- √ Record (as-built) Surveys
- ✓ Right-of-Way Mapping
- Route Surveys for Engineering Design
- ✓ Sketch & Legal Descriptions
- ✓ Topographic Surveys
- ✓ Utility and Infrastructure Layout

# Parks Operations & Maintenance Onsite Services

- ✓ Disaster Response / Emergency Management
- Facilities Management
- ✓ Irrigation Design, Installation & Maintenance
- ✓ Parks & Maintenance Management
- √ Planning & Design Services

## **Fire Prevention Services**

- Annual Inspections of Schools and Commercial Properties
- √ Fire Alarm Plans & System Inspections
- √ Fire Education Programs
- √ Fire Investigation
- √ Fire Main & Pump Inspections
- ✓ Fire Site Plans
- √ Fire Sprinkler Plans
- ✓ Life Safety & Plan Review
- ✓ Property Loss Mitigation /
  Consultation and Inspection
- ✓ Sprinkler & Fire Extinguishing System Inspections
- ✓ Storage Tank Inspections



## 1. FEE SCHEDULE

- 1.1. Beginning 24 months after the execution of this Agreement, and annually thereafter, the flat rates and lump sum rates listed shall be increased by 4.5% or based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4.5% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- 1.2. Consultant fees for Services provided pursuant to this Agreement are on an as-requested basis by the Municipality and will be as follows:

## 2. CODE REFERENCE

2.1. Plan Review and Inspection of commercial and residential construction to verify compliance with the Municipality's locally adopted codes and amendments to those locally adopted codes and the International Code Council (ICC) series of I-Codes including the International Building Code, International Residential Code and all other ICC series of I-Codes adopted by the Municipality, and the current edition of the National Electrical Code (or later versions as adopted by the Municipality), as published by the National Fire Protection Association.

## 3. PLAN REVIEW – RESIDENTIAL / FIRE / COMMERCIAL

- 3.1. Plan Review for residential projects shall be performed within five (5) days of notification by the Municipality, while fire and commercial projects shall be performed within ten (10) days of notification by the Municipality. All reasonable effort shall be made by the Consultant to perform plan reviews when, at the request of the Municipality, there is a need for immediate services.
- 3.2. Plan Review services are invoiced 100% of the listed fee at the time of plan review completion.

## 4. INSPECTIONS – RESIDENTIAL / COMMERCIAL / FIRE / HEALTH

- 4.1. Inspections requested by Municipality before 4pm shall be performed the next business day by Consultant. All reasonable effort shall be made by Consultant to perform inspections when, at the request of Municipality, there is a need for immediate services. Such inspections shall be performed at no additional cost to Municipality.
- 4.2. Inspection Services when less than \$50,000 will be invoiced 100% at the completion of the first inspection performed for that service. Inspection Services beyond \$50,000 will be invoiced on a percentage basis evenly spread across the duration of the construction schedule.



## 5. HOURLY RATES – PERSONNEL SPECIFIC SERVICES

- 5.1. Consultant will provide Municipality with qualified Building Department Service or Civil Engineer Professional(s) to perform duties as requested.
- 5.2. As sist the Building Department in implementing procedures to make the building department more effective, advise and as sist with engineering reviews, zoning ordinance review and edits, project management, code adoption or other services as requested. Consultant staff shall make a diligent effort to recommend and implement agreed upon improvements.
- 5.3. Municipality from time to time may request building code interpretation or explanation from the Consultant based on their expertise in this field. Even when Consultant is performing Building Official responsibilities for the Municipality, the final interpretive authority rests with the Municipality.
- 5.4. Consultant's Code Enforcement services typically includes investigations into a reported issue, attendance at council meetings for specific discussion, attendance at meetings to discuss known issue coming before municipality, attendance for representation of issue going before the municipal court, and assistance in code writing for issue prevention or enforcement process. Even when Consultant is performing duties as the Code Enforcement Officer for the Municipality, the final interpretive authority rests with the Municipality. For this service all time worked, whether in the field performing inspections, in the office completing paperwork, or any other time spent related to the Code Enforcement service, will be billed on an hourly basis per fee schedule below.
- 5.5. When Consultant's Code Enforcement service is specific to inspections of a Sub-Standard Building, the Consultant may include a Building Official as part of the Code Enforcement Service team. Estimated hours of involvement for this second team member can be discussed with the Municipality prior to the start of the requested substandard building inspection. The service performed by the Building Official in support of a substandard building inspection will be billed on an hourly basis per the fee schedule below.
- 5.6. Floodplain Review Services includes assisting with the Municipality floodplain oversight program. Typically, this service includes review of elevation certificate, assist with floodplain documentation required prior to Certificate of Occupancy, and assess Municipality current floodplain review practices and ordinance. For this service all time worked is on an hourly basis per fee schedule below.
- 5.7. Fire Marshal and Sanitarian (Health) Services beyond those specific tasks defined in table above are performed at an hourly rate with a 1-hour minimum charge.
- 5.8. Hourly Rate services will be invoiced at the end of each month based on the hours worked that month. Hourly Rates do not include mileage to perform these services.

  These services detailed shall be performed at an hourly rate and provided only on an asrequested basis by the Municipality for a fee as detailed below.



Supplemental Inspections		
(Fees are for inspections only)		
Residential & Commerical Inspections	\$45 per inspection	

Residential Plan Review - Projects (based on flat fees)	
Single-Family Home (New, Addition, or Model)	\$ 200 per plan review
Miscellaneous (Remodel, duplicate of Model previous ly reviewed or other residential plan review)	\$ 150 per plan review
Zoning Review (as requested by Municipality)	\$ 75 per plan review

Commercial & Multi-Family Plan Review - Projects (based on project valuation)		
\$1 to \$100,000 project valuation	\$225	
\$100,001 to \$500,000	\$225 for 1st \$ 100,000 plus \$2.29 each addt'1 \$1,000	
\$500,001 to \$1,000,000	\$1,141 for 1st \$ 500,000 plus \$1.75 each addt'1\$1,000	
\$1,000,001 to \$5,000,000	\$2,016 for 1st \$1,000,000 plus \$1.20 each addt'1\$1,000	
\$5,000,001 and up	\$6,816 for 1st \$5,000,000 plus \$1.10 each addt'1\$1,000	
Zoning Review (as requested by municipality)	\$150 per hour	

Code Enforcement Services		
1 Day per week (4-6 hours on site/with additional hrs used as admin)	\$ 3,640 per month	
Building Official (In support of substandard building inspection)	\$ 125 per hour	
Additional Days (4-6 hours on site/with additional hours used as admin)	\$ 840 per day	
Code Enforcement Hourly Rate (in lieu of daily rate)	\$ 105 per hour/4-hr min.	



Fire Code Plan Review - Projects (based on valuation of fire system)		
\$1 to \$6,250	\$190	
\$6,251 to \$250,000	\$ 230	
\$250,001 to \$500,000	\$ 310	
\$500,001 to \$1,000,000	\$ 440	
\$1,000,001 to \$3,000,000	\$ 620	
\$3,000,001 and up	\$1,940 + \$0.10 each add1\$1,000	
Fire Code Project Inspections (based on valuation of system)		
\$1 to \$6,250	\$ 285	
\$6,251 to \$250,000	\$ 345	
\$250,001 to \$500,000	\$ 465	
\$500,001 to \$1,000,000	\$ 660	
\$1,000,001 to \$3,000,000	\$ 930	
\$3,000,001 and up	\$2,910 + \$0.15 each add1\$1,000	
Fire Code Additional Service Inspections (based on flat fees)		
Annual - Day Care, Foster Home, Commercial, Multi-Family	\$ 125	
Annual - Nursing Home, Assisted Living, School	\$ 250	
Certificate of Occupancy	\$ 125 per hour (1-hour minimum)	
Re-Inspection	\$ 150	
Underground Inspection	\$ 400	

Miscellaneous Plan Reviews - Projects (based on flat fees)		
Health Services / Life Safety Plan Review	\$ 125 per plan review	
Underground Fire Code Plan Review	\$ 275 per plan review	
Plan Reviews after 3 rounds of plan review comments	\$ 125 per hour	

Health Code Service Inspections (based on flat fees)		
Category A – TCS foods or non-TCS foods are processed and prepared or commercial kitchen with extensive preparation and processing	\$ 250	
Category B – Pre-packaged TCS foods are sold and/or limited to non-TCS foods including sliced citrus beverage garnishments, crushed ice mixed with a sugar water-based syrup are sold. Limited preparation and processing	\$ 187.50	
Category C – Non-TCS foods such as farmers market (whole produce), convenience store with no preparation, snow cone or pop-a-top bar with set-ups. Limited to no food preparation or processing.	\$ 125	
Annual Food Establishment Certificate	\$ 125 per certificate	
Annual Public Pool Inspection	\$ 195 per pool	
Mobile Food Truck Inspection	\$ 125 per truck	
Temporary Events	\$ 95	
Complaint Investigation (per complaint / per hour)	\$ 125 per hour (1-hour minimum)	



Building Department Professional Services (based on hourly rates)		
Permit Tech Services	\$ 75 per hour	
Code Enforcement Officer	\$ 105 per hour	
Building Official / City Planner / Floodplain Review Services	\$ 125 per hour	
Fire Marshal / Sanitarian (Health) / Sub-Standard Building Services	\$ 125 per hour	
Senior City Planner	\$ 150 per hour	
Civil Engineering Professional Services (based on hourly rates)		
Clerical / Administrative	\$ 85 per hour	
CADD Specialist	\$ 110 per hour	
Survey Crew	\$ 170 per hour	
Survey Technician	\$ 120 per hour	
Surveyor, RPLS	\$ 210 per hour	
Junior Level Civil Engineer (EIT)	\$ 140 per hour	
Mid-Level Civil Engineer (PE)	\$ 173 per hour	
Floodplain Review Services (CFM)	\$ 175 per hour	
Senior Level Civil Engineer (PE)	\$ 245 per hour	
Project Manager	\$ 235 per hour	
Principal	\$ 290 per hour	

# PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF PINEY POINT VILLAGE, TEXAS AND SAFEbuilt TEXAS, LLC

This Professional Services Agreement ("Agreement") is made and entered into by and between City of Piney Point Village, Texas ("Municipality") and SAFEbuilt Texas, LLC, a wholly owned subsidiary of SAFEbuilt, LLC ("Consultant"). Municipality and Consultant shall be jointly referred to as "Parties".

#### RECITALS

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services and Fee Schedule, ("Services"); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

## 1. SCOPE OF SERVICES

Consultant will perform Services in accordance with construction codes, amendments and ordinances adopted by the elected body of Municipality, state laws and regulations that are applicable to the Services provided under this Agreement. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Unless otherwise provided in Exhibit B, Consultant shall provide the Services using hardware and Consultant's standard software package. In the event that Municipality requires that Consultant utilize hardware or software specified by or provided by Municipality, Municipality shall provide the information specified in Exhibit B. Consultant shall use reasonable commercial efforts to comply with the requirements of Exhibit B and Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with the requirements of Exhibit B.

## 2. CHANGES TO SCOPE OF SERVICES

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

## 3. FEE STRUCTURE

In consideration of Consultant providing services, Municipality shall pay Consultant for Services performed in accordance with Exhibit A – List of Services and Fee Schedule.

## 4. INVOICE & PAYMENT STRUCTURE

Consultant will invoice Municipality, on a monthly basis and provide all necessary supporting documentation. All payments are due to Consultant within 30 days of Consultant's invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide, additional information before approving the invoice. When additional information is requested Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within 30 days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

#### 5. TERM

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be twelve (12) months. Agreement shall automatically renew for subsequent twelve (12) month terms until such time as either Party notifies the other of their desire to terminate this Agreement.

#### 6. TERMINATION

Either Party may terminate this Agreement, or any part of this Agreement upon ninety (90) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

## 7. FISCAL NON-APPROPRIATION CLAUSE

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

## 8. MUNICIPALITY OBLIGATIONS

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

#### 9. PERFORMANCE STANDARDS

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement.

#### 10. INDEPENDENT CONTRACTOR

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a

Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that, to the greatest extent permitted by applicable law, Consultant shall be entitled to protection under the doctrines of governmental immunity and governmental contractor immunity, including limitations of liability, to the same extent as Municipality would be in the event that the services provided by Consultant were being provided by Municipality. Nothing in this Agreement shall be deemed a waiver of such protections.

#### 11. ASSIGNMENT AND SUBCONTRACT

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement in connection with the sale of all or substantially all of its assets or ownership interest, effective upon notice to Municipality, and may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

## 12. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

#### 13. LIMITS OF LIABILITY

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF

ANY REMAINING REMEDY OTHER THAN WITH RESPECT TO PAYMENT OF OBLIGATIONS FOR SERVICES. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANTS INSURANCE REQUIRED PURSUANT TO SECTION 14, BELOW (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

#### 14. INSURANCE

- A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease policy limit, and one million dollars (\$1,000,000) bodily injury by disease each employee. Worker's compensation coverage in "monopolistic" states is administered by the individual state and coverage is not provided by private insurers. Individual states operate a state administered fund of workers compensation insurance which set coverage limits and rates. Monopolistic states: Ohio, North Dakota, Washington, Wyoming.
- C. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
- D. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and two million dollars (\$2,000,000) general aggregate.
- E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.
- F. Municipality shall be named as an additional insured on Consultant's insurance coverage.
- G. Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality.

## 15. THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

## 16. OWNERSHIP OF DOCUMENTS

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and Consultant shall retain ownership of all pre-existing Consultant intellectual property, including improvements thereto all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. Subject to the preceding, as between Municipality and Consultant, all deliverables from the performance of the Services (Deliverables) shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding any provision of this Agreement to the contrary, Consultant shall have no liability, including under Section 13, with respect to (i)

the use by Municipality of unfinished or draft Deliverables or (ii) the use of Deliverables for any project other than that for which they were prepared or (iii) the use of Deliverables after a change in applicable codes or law. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) training, (ii) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; and (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

## 17. CONSULTANT ACCESS TO RECORDS

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

#### 18. CONFIDENTIALITY

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

## 19. CONSULTANT PERSONNEL

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

## 20. DISCRIMINATION & ADA COMPLIANCE

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

## 21. E-VERIFY/VERIFICATION OF EMPLOYMENT STATUS

Pursuant to FS 448.095, Consultant certifies that it is registered with and uses the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Consultant during the term of the Agreement. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment eligibility. If Consultant enters into a contract with a subcontractor to perform work or provide services pursuant to the Agreement, Consultant shall likewise require the subcontractor to comply with the

requirements of FS 448.095, and the subcontractor shall provide to Consultant an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. Consultant will maintain a copy of such affidavit for the duration of its contract with owner. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

## 22. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES

During the term of this Agreement and for one year thereafter, Municipality shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Municipality pursuant to this Agreement ("Service Providers"), or who interacted with Municipality in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). Parties agree that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive building department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, Parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable. In the event that Municipality hires any such employee during the specified period, Municipality shall pay to Consultant a placement fee equal to 100% of the employee's annual salary including bonus and training certification.

## 23. NOTICES

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first-class United States Mail, or delivered by electronic mail to the following addresses:

## If to Municipality:

Bobby Pennington, City Administrator City of Piney Point Village, Texas 7676 Woodway Drive, Suite 300 Houston, TX 77063

Email: cityadmin@pineypt.org

#### If to Consultant:

Joe DeRosa, CRO SAFEbuilt, LLC 444 North Cleveland, Suite 444 Loveland, CO 80537

Email: jderosa@safebuilt.com

## 24. FORCE MAJEURE

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

## 25. DISPUTE RESOLUTION

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation, before resorting to arbitration, litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

## 26. ATTORNEY'S FEES

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney's fees.

## 27. AUTHORITY TO EXECUTE

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

## 28. CONFLICT OF INTEREST

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality's charter and code of ordinances, state or federal statute, case law or ethical principles.

## 29. GOVERNMENT CODE/PROHIBITION OF BOYCOTT ISRAEL

Consultant verifies that it does not Boycott Israel and agrees that during the term of this Agreement will not Boycott Israel as that term is defined in Texas Government Code Section 808.001/2270.001, as amended. By signing below, the Consultant certifies that it does not boycott Israel and will not boycott Israel during the term of this contract.

## 30. GOVERNMENT CODE/PROHIBITION OF BOYCOTT FIREARMS AND AMMUNITION INDUSTRIES

Senate Bill 19, Effective September 1, 2021, amended Subtitle F, Title 10 of the Texas Government Code to add Chapter 2274 which prohibits a political subdivision of the State of Texas from entering into a contract with a company that discriminates against the firearms and ammunition industries. By signing below, Consultant certifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as defined by Chapter 2274 of the Texas Government Code, and will not so discriminate during the term of the contract.

## 31. GOVERNMENT CODE/PROHIBITION OF BOYCOTT ENERGY COMPANIES

Senate Bill 13, effective September 1, 2022, amended Subtitle F, Title 10 of the Texas Government Code to add Section 2274.002 which prohibits a political subdivision of the State of Texas from entering into a contract with a company that discriminates against energy companies. By signing below, the Consultant certifies that it does not boycott energy companies and will not boycott energy companies during the term of this contract.

## 32. GOVERNING LAW AND VENUE

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of Texas, without regards to its choice of laws provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state and federal courts serving Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

## 33. COUNTERPARTS

This Agreement and any amendments or task orders may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

## 34. ELECTRONIC REPRESENTATIONS AND RECORDS

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

## 35. WAIVER

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

## **36. ENTIRE AGREEMENT**

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous agreements, communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.

SAFEbuilt Texas, LLC	City of Piney Point Village, Texas
Ву:	Ву:
Name: <u>Matthew K. Causley</u>	Name:
Title: Chief Operating Officer	Title:
Date: June 12, 2025	Date:

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## **EXHIBIT A – LIST OF SERVICES**

#### 1. FEE SCHEDULE

- 1.1. Beginning 24 months after the execution of this Agreement, and annually thereafter, the flat rates and lump sum rates listed shall be increased by 4.5% or based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4.5% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- 1.2. Consultant fees for Services provided pursuant to this Agreement are on an *as-requested basis by the Municipality* and will be as follows:

## 2. <u>CODE REFER</u>ENCE

2.1. Plan Review and Inspection of commercial and residential construction to verify compliance with the Municipality's locally adopted codes and amendments to those locally adopted codes and the International Code Council (ICC) series of I-Codes including the International Building Code, International Residential Code and all other ICC series of I-Codes adopted by the Municipality, and the current edition of the National Electrical Code (or later versions as adopted by the Municipality), as published by the National Fire Protection Association.

## 3. PLAN REVIEW - RESIDENTIAL / FIRE / COMMERCIAL

- 3.1. Plan Review for residential projects shall be performed within five (5) days of notification by the Municipality, while fire and commercial projects shall be performed within ten (10) days of notification by the Municipality. All reasonable effort shall be made by the Consultant to perform plan reviews when, at the request of the Municipality, there is a need for immediate services.
- 3.2. Plan Review services are invoiced 100% of the listed fee at the time of plan review completion.

## 4. INSPECTIONS - RESIDENTIAL / COMMERCIAL / FIRE / HEALTH

- 4.1. Inspections requested by Municipality before 4pm shall be performed the next business day by Consultant. All reasonable effort shall be made by Consultant to perform inspections when, at the request of Municipality, there is a need for immediate services. Such inspections shall be performed at no additional cost to Municipality.
- 4.2. Inspection Services when less than \$50,000 will be invoiced 100% at the completion of the first inspection performed for that service. Inspection Services beyond \$50,000 will be invoiced on a percentage basis evenly spread across the duration of the construction schedule.

## 5. HOURLY RATES – PERSONNEL SPECIFIC SERVICES

- 5.1. Consultant will provide Municipality with qualified Building Department Service or Civil Engineer Professional(s) to perform duties as requested.
- 5.2. Assist the Building Department in implementing procedures to make the building department more effective, advise and assist with engineering reviews, zoning ordinance review and edits, project management, code adoption or other services as requested. Consultant staff shall make a diligent effort to recommend and implement agreed upon improvements.
- 5.3. Municipality from time to time may request building code interpretation or explanation from the Consultant based on their expertise in this field. Even when Consultant is performing Building Official responsibilities for the Municipality, the final interpretive authority rests with the Municipality.

- 5.4. Consultant's Code Enforcement services typically includes investigations into a reported issue, attendance at council meetings for specific discussion, attendance at meetings to discuss known issue coming before municipality, attendance for representation of issue going before the municipal court, and assistance in code writing for issue prevention or enforcement process. Even when Consultant is performing duties as the Code Enforcement Officer for the Municipality, the final interpretive authority rests with the Municipality. For this service all time worked, whether in the field performing inspections, in the office completing paperwork, or any other time spent related to the Code Enforcement service, will be billed on an hourly basis per fee schedule below.
- 5.5. When Consultant's Code Enforcement service is specific to inspections of a Sub-Standard Building, the Consultant may include a Building Official as part of the Code Enforcement Service team. Estimated hours of involvement for this second team member can be discussed with the Municipality prior to the start of the requested substandard building inspection. The service performed by the Building Official in support of a substandard building inspection will be billed on an hourly basis per the fee schedule below.
- 5.6. Floodplain Review Services includes assisting with the Municipality floodplain oversight program.

  Typically, this service includes review of elevation certificate, assist with floodplain documentation required prior to Certificate of Occupancy, and assess Municipality current floodplain review practices and ordinance. For this service all time worked is on an hourly basis per fee schedule below.
- 5.7. Fire Marshal and Sanitarian (Health) Services beyond those specific tasks defined in table above are performed at an hourly rate with a 1-hour minimum charge.
- 5.8. Hourly Rate services will be invoiced at the end of each month based on the hours worked that month. Hourly Rates do not include mileage to perform these services.
  These services detailed shall be performed at an hourly rate and provided only on an as-requested basis by the Municipality for a fee as detailed below.

Supplemental Inspections (Fees are for inspections only)	
Residential & Commerical Inspections \$45 per inspection	

Residential Plan Review - Projects (based on flat fees)	
Single-Family Home (New, Addition, or Model)	\$ 200 per plan review
Miscellaneous (Remodel, duplicate of Model previously reviewed or other residential plan review)	\$ 150 per plan review
Zoning Review (as requested by Municipality)	\$ 75 per plan review

Commercial & Multi-Family Plan Review - Projects (based on project valuation)		
\$1 to \$100,000 project valuation	\$225	
\$100,001 to \$500,000	\$225 for 1st \$ 100,000 plus \$2.29 each addt'l \$1,000	
\$500,001 to \$1,000,000	\$1,141 for 1 <sup>st</sup> \$ 500,000 plus \$1.75 each addt'l \$1,000	
\$1,000,001 to \$5,000,000	\$2,016 for 1st \$1,000,000 plus \$1.20 each addt'l \$1,000	
\$5,000,001 and up	\$6,816 for 1 <sup>st</sup> \$5,000,000 plus \$1.10 each addt'l \$1,000	
Zoning Review (as requested by municipality)	\$150 per hour	

Code Enforcement Services		
1 Day per week (4-6 hours on site/with additional hrs used as admin)	\$ 3,640 per month	
Building Official (In support of substandard building inspection)	\$ 125 per hour	
Additional Days (4-6 hours on site/with additional hours used as admin)	\$ 840 per day	
Code Enforcement Hourly Rate (in lieu of daily rate)	\$ 105 per hour/4-hr min.	

Fire Code Plan Review - Projects (based on valuation of fire system)			
\$1 to \$6,250	\$190		
\$6,251 to \$250,000	\$ 230		
\$250,001 to \$500,000	\$ 310		
\$500,001 to \$1,000,000	\$ 440		
\$1,000,001 to \$3,000,000	\$ 620		
\$3,000,001 and up	\$1,940 + \$0.10 each add'l \$1,000		
Fire Code Project Inspections (based on valuation of system)			
\$1 to \$6,250	\$ 285		
\$6,251 to \$250,000	\$ 345		
\$250,001 to \$500,000	\$ 465		
\$500,001 to \$1,000,000	\$ 660		
\$1,000,001 to \$3,000,000	\$ 930		
\$3,000,001 and up	\$2,910 + \$0.15 each add'l \$1,000		
Fire Code Additional Service Inspections (based on flat fees)			
Annual - Day Care, Foster Home, Commercial, Multi-Family	\$ 125		
Annual - Nursing Home, Assisted Living, School	\$ 250		
Certificate of Occupancy	\$ 125 per hour (1-hour minimum)		
Re-Inspection	\$ 150		
Underground Inspection	\$ 400		

Miscellaneous Plan Reviews - Projects (based on flat fees)		
Health Services / Life Safety Plan Review	\$ 125 per plan review	
Underground Fire Code Plan Review	\$ 275 per plan review	
Plan Reviews after 3 rounds of plan review comments	\$ 125 per hour	

Health Code Service Inspections (based on flat fees)							
Category A – TCS foods or non-TCS foods are processed and							
prepared or commercial kitchen with extensive preparation and	\$ 250						
processing							
Category B – Pre-packaged TCS foods are sold and/or limited to							
non-TCS foods including sliced citrus beverage garnishments,	\$ 187.50						
crushed ice mixed with a sugar water-based syrup are sold.	\$ 167.50						
Limited preparation and processing							
Category C – Non-TCS foods such as farmers market (whole							
produce), convenience store with no preparation, snow cone or	\$ 125						
pop-a-top bar with set-ups. Limited to no food preparation or							
processing.							
Annual Food Establishment Certificate	\$ 125 per certificate						
Annual Public Pool Inspection	\$ 195 per pool						
Mobile Food Truck Inspection	\$ 125 per truck						
Temporary Events	\$ 95						
Complaint Investigation (per complaint / per hour)	\$ 125 per hour (1-hour minimum)						

Building Department Professional Services (based on hourly rates)								
Permit Tech Services	\$ 75 per hour							
Code Enforcement Officer	\$ 105 per hour							
Building Official / City Planner / Floodplain Review Services	\$ 125 per hour							
Fire Marshal / Sanitarian (Health) / Sub-Standard Building Services	\$ 125 per hour							
Senior City Planner	\$ 150 per hour							
Civil Engineering Professional Services (based on hourly rates)								
Clerical / Administrative	\$ 85 per hour							
CADD Specialist	\$ 110 per hour							
Survey Crew	\$ 170 per hour							
Survey Technician	\$ 120 per hour							
Surveyor, RPLS	\$ 210 per hour							
Junior Level Civil Engineer (EIT)	\$ 140 per hour							
Mid-Level Civil Engineer (PE)	\$ 173 per hour							
Floodplain Review Services (CFM)	\$ 175 per hour							
Senior Level Civil Engineer (PE)	\$ 245 per hour							
Project Manager	\$ 235 per hour							
Principal	\$ 290 per hour							

#### EXHIBIT B – MUNICIPAL SPECIFIED OR SAFEBUILT PROVIDED SOFTWARE

- Consultant shall provide Services pursuant to this Agreement using hardware and Consultant's standard
  software package, unless otherwise provided below. Use of Consultant's software shall be subject to the
  applicable terms of service, privacy and other policies published by Consultant with respect to that software,
  as those policies may be amended from time to time. In the event that Municipality requires that Consultant
  utilize hardware and/or software specified by and provided by Municipality, Consultant shall use reasonable
  commercial efforts to comply with Municipal requirements.
- 2. Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with Municipal requirements.

  Municipality will provide the following information to Consultant.
  - ✓ Municipal technology point of contact information including name, title, email and phone number
  - ✓ List of technology services, devices and software that the Municipality will provide may include:
    - Client network access
    - Internet access
    - Proprietary or commercial software and access
    - Computer workstations/laptops
    - Mobile devices
    - Printers/printing services
    - Data access
    - List of reports and outputs

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TO: Mayor and City Council

FROM: R. Pennington, City Administrator

DATE: August 25, 2025

SUBJECT: Consideration and possible action on a resolution (RES 2025.08-C) to

nominate a candidate for election to the Board of Directors of the Harris

County Appraisal District (HCAD).

Item: 11

#### **Summary:**

The Harris Central Appraisal District (HCAD) Board of Directors is requesting taxing units to nominate a candidate to fill a vacancy of the board of directors due to a resignation. All taxing units participating in the appraisal district under Section 6.03 may nominate a candidate to fill the vacancy and complete the term of a director who resigned from the board. The presiding officer of a taxing unit's governing body must submit the name and the corresponding nominating resolution to the chief appraiser by 5 p.m. on September 22, 2025. The list of nominees submitted to the chief appraiser will be given to HCAD's board of directors. The board of directors shall then appoint by majority vote of its members one of the nominees timely submitted by the taxing units to fill the vacancy.

#### Attachment:

Resolution Form (RES 2025.08-C) Nomination Form.

#### **Recommendation:**

**TBD** 



#### Harris Central Appraisal District OFFICE OF CHIEF APPRAISER

TO:

Presiding Officers and/or Governing Bodies of Taxing Units Districts Served

by the Harris Central Appraisal District

FROM:

Roland Altinger, Chief Appraiser

DATE:

August 7, 2025

SUBJECT:

Nominations to fill a vacancy on the Harris Central Appraisal District

Board of Directors caused by resignation of a Director

I am sending this letter to notify you that the Chairman of the Harris Central Appraisal District Board of Directors has informed me that there is a vacancy on the Harris Central Appraisal District board of directors due to resignation of director Cassandra Auzenne Bandy that took effect on July 31, 2025.

Section 6.0301 of the Texas Property Tax Code gives you the right to nominate a replacement by resolution of your governing body, to fill the vacancy and complete the term of former director, Cassandra Auzenne Bandy, which expires on December 31, 2027.

The resolution must be sent to the chief appraiser who will then distribute the list of nominees timely received from taxing units to the board of directors. The HCAD board of directors shall then, by majority vote, appoint a director to fill the vacancy from that list of nominees timely submitted by the taxing units.

This letter serves as formal notice of:

• Your right to nominate a candidate to fill the vacancy on the Board, and the process for doing so. For further details please see Exhibit "A' attached hereto.

Your board will need to meet and complete this process of nominating a director to fill this vacancy so that you can deliver your nomination and resolution to the chief appraiser by 5 p.m. on September 22, 2025.

Nominations and resolutions may be submitted:

#### • By Regular Mail:

Roland Altinger, Chief Appraiser P.O. Box 920975 Houston, Texas 77292-0975

Mark the envelope: "Nomination to Fill a Vacancy on HCAD Board of Directors."

#### • By Hand:

Roland Altinger, Chief Appraiser 13013 Northwest Freeway Houston, Texas 77040

Mark the envelope: "Nomination to Fill a Vacancy on HCAD Board of Directors."

#### By Email:

cguerra@hcad.org

Participating in this process gives you the best chance of having a voice in HCAD's operations. To assist you in this nominating process, a sample resolution for your nomination to fill the vacancy on the Board of Directors of the Harris Central Appraisal District is also attached.

Please do not hesitate to call me on (713) 957-5299 with any questions you may have.

Sincerely,

Roland Altinger, CAE, RPA, CTA

Jell Altri

Chief Appraiser

Attachments

CC: HCAD Board Members

Attorneys

#### **EXHIBIT "A"**

### NOMINATING AND VOTING PROCESS TO FILL A VACANCY ON THE HARRIS CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS

The nominating and voting process to fill a vacancy of the board of directors due to the resignation of one of the directors is outlined below.

#### **Nomination Procedures**

All taxing units participating in the appraisal district under Section 6.03 may nominate a candidate to fill the vacancy and complete the term of a director who resigned from the board.

The presiding officer of a taxing unit's governing body must submit the name and the corresponding nominating resolution to the chief appraiser by 5 p.m. on September 22, 2025.

The list of nominees submitted to the chief appraiser will be given to HCAD's board of directors.

#### **Voting Procedures**

Pursuant to Section 6.0301(f), after the chief appraiser receives resolutions from taxing units containing the names of the nominated candidates to fill the vacancy on the board, the chief appraiser shall, within five days, send to the board of directors the list of the nominees. The board of directors shall then appoint by majority vote of its members one of the nominees timely submitted by the taxing units to fill the vacancy.

#### **Eligibility Requirements**

The appraisal district appraises all property in the county for ad valorem tax purposes. The board of directors is the governing body for the district. The board employs the chief appraiser, sets general policies for the district, and adopts the budget for the district. By law, board members cannot communicate with the chief appraiser regarding appraisals, except in: (1) an open meeting of the appraisal district board of directors or another public forum; or (2) a closed meeting of the board of directors held to consult with the board's attorney about pending litigation, in accordance with Tax Code Section 6.15.

There is no compensation for service on the appraisal district's board of directors; however, directors are reimbursed for actual and necessary expenses incurred in the performance of their duties as provided by the budget adopted by the board. HCAD's Board of Directors typically meets once a month.

An individual must satisfy certain residency, employment, and conflict-of-interest requirements to be eligible to serve on the appraisal district's board of directors.

**Residency**. The individual must be a resident of the district and must have resided in the district for at least two years immediately preceding the date he or she takes office. The appraisal district's boundaries are the same as those for Harris County.

**Employment**. An employee of a taxing unit served by the appraisal district may not serve on the board of directors, with one exception: an employee of a taxing unit may serve if the employee is also a member of the governing body or an elected official of a taxing unit that participates in the district. For example, a member of the governing body of a school district who is also a city employee may be *eligible* to serve on the board.

An individual is *ineligible* to serve on an appraisal district's board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under the Texas Property Tax Code or representing property owners for compensation in proceedings under the Tax Code in the appraisal district at any time during the preceding three years.

Conflict of Interest. An individual may not serve on an appraisal district's board of directors if the individual is related, within the second degree by consanguinity (blood) or affinity (marriage), to a person who is in the business of appraising property or representing property owners for a fee in proceedings in the appraisal district; those relatives barred include: the individual's spouse, children, brothers, sisters, parents, grandparents, and grandchildren. The relatives of the individual's spouse in the same degree are also included.

An individual is not eligible to be a candidate for, to be appointed to, or to serve on the board of directors of, an appraisal district if the individual contracts with the appraisal district for any purpose or contracts with a taxing unit served by the district for a property tax-related purpose. The same rule applies to individuals who have a substantial interest in businesses contracting with the appraisal district (for any purpose) or with the taxing unit (for property tax purposes). An individual has a substantial interest if the individual or the individual's spouse has combined ownership of at least ten percent (10%) of the voting stock or shares of the business. An individual also has a substantial interest if the individual or the individual's spouse is a partner, limited partner, or an officer of the business. These prohibitions on contracting continue for the duration of the affected director's term of office.

Additionally, the appraisal district may not employ any person who is related to a member of the board of directors within the second degree by affinity or the third degree of consanguinity. This provision applies to existing employees at the time the director takes office and to employees hired during the director's term.

**Delinquent taxes**. With limited exceptions, Texas law makes a person ineligible to serve as a member of the board of directors if he or she has delinquent property taxes owed to any taxing unit for more than 60 days after the person knew or should have known of the delinquency.

A RESOLUTION OF THE GOV	ERNING BODY OF TH	E CITY OF
NOMINATING A CANDIDATE TO DIRECTORS OF THE HARRI		
WHEREAS, cities other than the City of Have the right to nominate a candidate to fil of Cassandra Auzenne Bandy who resigned	I a vacancy on the board o	f directors to complete the term
WHEREAS, this governing body desires to of Directors to fill a vacancy on the board 2027; and		
WHEREAS the HCAD board of directors of nominees timely submitted by all taxing		
BE IT RESOLVED BY THE	GOVERNING BODY (	OF THE CITY OF
Section 1. That the facts and recitations are, adopted, ratified and confirmed.	set forth in the preamble o	of this resolution be, and hereby
Section 2. The (name)	of	
be, and he or she is hereby, nominated as a exists on the Board of Directors of the I appointed to fill the vacancy shall be deci complete the term that expires on December	candidate for an appointe Harris Central Appraisal I ded by a majority vote of	District whereby the candidate
Section 3. That the presiding officer of the hereby, authorized and directed to deliver, to the chief appraiser of the Harris Central	or cause to be delivered, a	certified copy of this resolution
PASSED AND APPROVED this	day of	, 2025
ATTEST.		Presiding Officer

RESOLUTION NO. \_\_\_\_\_

Secretary

TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

A. Arriaga, Development Services Director

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action regarding Developer's request to connect

to the city public sidewalk within the 589 Dana Lane side-yard and public

right-of-way.

#### Agenda Item: 12

The property located at 589 Dana Lane has requested approval to construct a connection from the lot's side yard fronting Smithdale to the City's public sidewalk. This request is made pursuant to City Code of Ordinances, Section 34, which governs the construction, modification, and connection of sidewalks within the public right-of-way. Development Staff has reviewed the request and determined that it meets the requirements of Section 34, including alignment, materials, and public accessibility standards. The connection will improve pedestrian access and ensure continuity with the existing public sidewalk network.

#### **Recommended Action:**

Staff recommends that Council approve Black Acre's request for 589 Dana Lane to connect the side yard fronting Smithdale to the existing public sidewalk, subject to compliance with all applicable city codes, construction standards, and inspection requirements. Recommended motion language is as follows:

▶ "I move that the City Council approve the request of the property owner/developer at 589 Dana Lane to construct a sidewalk connection on the side yard fronting Smithdale, in accordance with City Code of Ordinances."



Original Home
View from Smithdale Road
Proposed Home





Original Home

View from Dana Lane

Proposed Home



proposed pools on the property may not be used as cut volume for floodplain mitigation.

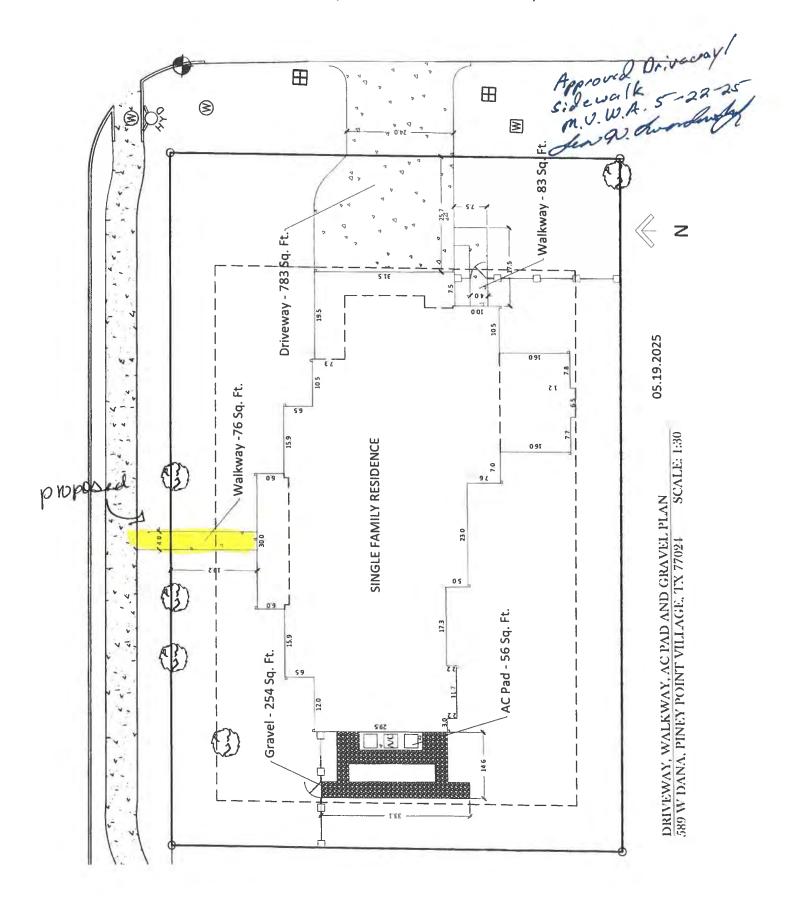
- 46. Per City Code of Ordinances Section 34-95: Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- 47. Per City Code of Ordinances Section 34-122 Limitation on lot fill for property:
  - a) The height to which any point on the lot can be filled, other than the foundation, shall be limited to no more than the amount needed to create a maximum elevation equal to a one percent slope from the existing top of curb, edge of road (if no curb exists), existing high bank or property lines (whichever is closer to the development) from all sides. The only exceptions to this requirement are:

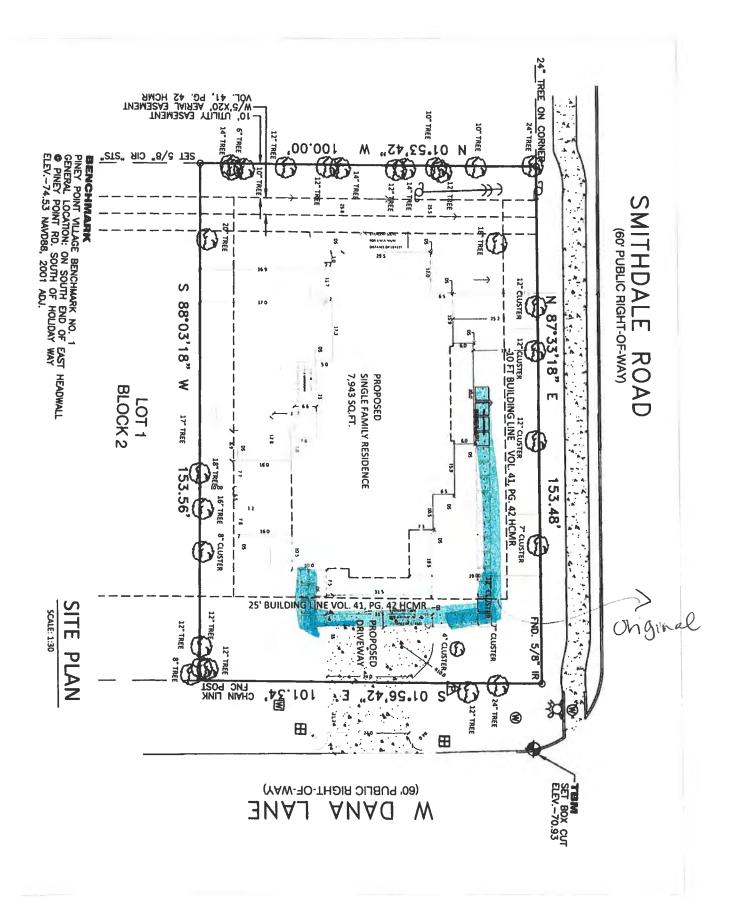
1. The building foundation.

- 2. The driveway, within a 30-foot, 180-degree outward facing arch, established from the building line of the main vehicle entrance to the garage, if the following requirements are met:
  - a. A curb is provided on the driveway perimeter adjacent to the property line.
  - b. The driveway must be spaced a minimum of three feet from the property line.
  - c. A means to drain the area between the edge of the driveway and property line shall be provide in accordance with city drainage criteria.
- b) In no case shall more than 12 inches of fill be allowed on any lot, other than the exceptions provided for in subsection 34-122(a) above.
- c) Existing elevations which are higher than the calculated elevations are not required to be cut to meet the requirements of this section. The calculation only applies to additional fill above the existing ground elevation (preconstruction elevations).
- d) All fill used on property located inside the 500-year flood plain shall comply with zero net fill requirements that are established in article III of this chapter.
- 48. Drainage Plans must be approved by Harris County Flood Control District (HCFCD) if the drainage system is proposed to discharge into a tributary of Buffalo Bayou.
- 49. Plans must have all Memorial Villages Water Authority utilities show in the Right-of-Way



### 





TO: City Council

FROM: Aliza Dutt, Mayor

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action regarding the Mayor's Monthly Report.

Agenda Item: 13

#### **Summary:**

This agenda item includes reports from the mayor.

TO: City Council

FROM: R. Pennington; City Administrator

MEETING DATE: August 25, 2025

SUBJECT: Discuss and take possible action on the City Administrator's Monthly

Report, including selected items.

#### Agenda Item: 14

The City Administrator will provide information for the Council and the community that contains updates on important city initiatives. Some items listed may call for Council approval and/or delegate authorization under the direction of the Council. Note the following items:

#### **A.** Financial Related Items:

- I. Financial Report:
  - ▶ Total revenues reached \$9,021,363, exceeding last year's figures by 10.5%.
  - Operating expenditures amounted to \$4,669,771, accounting for 57.8% of the budget.
  - ▶ Revenues exceed expenditures by \$3,572,472, with a projected year-end fund balance of approximately \$7 million.
- II. Property Tax Report:
  - ► The current taxable value is \$3,136,472,787 with original levy for 2024 is 0.25514, totaling \$7,743,622.72.
  - Adjustments amount to \$258,774.17, leading to an adjusted levy of \$8,002,396.89. Year-to-date collections are \$7,915,781.44, resulting in a receivable balance of \$86,615.45.
- III. Quarterly Investment Report June 2025:
  - ▶ Interest Earned = \$119,762.39.
- IV. Disbursements (greater than \$10,000).
  - 1. On Par Civil Services, LLC Pay Estimate No. 1. \$16,661.25: Chuckanut Drainage and Paving Improvements Project.
  - 2. <u>Blue Iron Technologies \$12,510.47</u>: Approval to replace the existing server with a PowerEdge R450 Server at the end of its life cycle. This server is primarily required to operate the financial software system INCODE.
  - 3. Experts Underground Solutions, LLC \$14,723.00: Callico Lane Drainage Improvements.
  - 4. <u>Lone Star Tree Service</u> \$35,600.00: Invoices numbered #5984, # 5985, #5986, #5987, #5988, #5989, and #5990 for Bayou Drainage Cleaning Project.
  - 5. TCO 11302 Holidan Way \$25,000: William and Elizabeth Kroger are requesting a \$25,000 refund for a TCO deposit for their new home. Annette Arriaga, Director of Development Services, recommends approving the reimbursement.
- **B.** Office Furniture.

#### **Recommendation:**

Approve disbursements greater than \$10,000



# CITY OF PINEY POINT VILLAGE, TEXAS FINANCIAL REPORT (UNAUDITED) AS OF JULY 31, 2025

The Finance Director and City Administrator confirm that the Financial Statement for the month presented has been reviewed. To the best of our knowledge and belief, this statement accurately reflects the city's current financial position.

For more information, contact:
The City of Piney Point Village
7660 Woodway Dr., Suite 460
Houston, TX 77063
713-230-8703
www.cityofpineypoint.com



#### CITY OF PINEY POINT VILLAGE FINANCIAL REPORT

#### **JULY 2025 FINANCIALS (PRELIMINARY)**

This report provides an overview of the city's financial operations up to July 2025, which is the seventh month of the fiscal year. The beginning balances have been audited. The budget figures reflect the amended amounts that were adjusted from the original adopted budget for the fiscal year, as approved by the council.

#### **General Fund**

Prior YTD	Budget	Month	YTD
\$8,162,589	\$9,337,577	\$306,721	\$9,021,363
\$5,257,256	\$11,086,209	\$662,866	\$5,448,891
\$2,905,332	(\$1,748,632)	(\$356,146)	\$3,572,472
Prior YTD	Budget	Month	YTD
\$8,101,527	\$9,299,629	\$257,208	\$8,745,879
\$8,101,527 \$4,717,427	\$9,299,629 \$8,076,719	\$257,208 \$597,723	\$8,745,879 \$4,669,771
	\$8,162,589 \$5,257,256 \$2,905,332	\$8,162,589 \$9,337,577 \$5,257,256 \$11,086,209 \$2,905,332 (\$1,748,632)	\$8,162,589 \$9,337,577 \$306,721 \$5,257,256 \$11,086,209 \$662,866 \$2,905,332 (\$1,748,632) (\$356,146)

- 1. Total revenues amount to \$9,021,363, representing 96.6% of the approved budget and exceeding last year-to-date figures by 10.5%. This increase is primarily attributable to the timing of property tax collection, permit revenue, CIP Cost Share, and Kinkaid contribution.
  - a. Property tax received for the M&O or general fund totals \$7,172,934, representing 100.8% of the budget and 79.5% of total general fund revenue. This amount is \$259,585 higher than last year's collection. The adopted rate includes \$0.255140 for M&O and \$0.027878 for I&S to finance the annual bond debt. Property tax payments are due by January 31, 2025, and will be delinquent after February 1, 2025. The City contracts with Spring Branch ISD for tax collection, aiming for a 99% collection rate. Please refer to the monthly tax office report for updates.

- b. Sales tax collected in July reached \$315,362, or 68.4% of the projected annual total of \$460,725. This marks a \$23,154 increase (7.9%) from last year's collection of \$292,208. Sales collections are projected to account for 4.93% of the total general fund revenue.
- c. Franchise fee collections through July totaled \$174,270, including \$14,635 for the cable franchise, \$158,915 for the electric franchise, and \$721 for telephone and wireless franchise fees. The city anticipates collecting over \$400,000 in franchise fees.
- d. Court revenue is \$109,016, which is 84.5% of our budget and \$34,177 higher than last year. Court fines account for \$74,839, while the remaining \$9,260 is primarily restricted for special purposes such as court security or technology improvements. The city collected \$133,741 in court revenue for 2024, and projections indicate higher collections for 2025.
- e. Licenses and permits total \$588,654, which is 113.1% of the budget and 93.4% higher than last year-to-date. Permits and inspection fees constitute 90.5% of the revenue in this category. The current collection fee for drainage reviews is \$46,800. The city has received permits for Phases 2.5 and 3 of the Kinkaid School projects. It is expected that additional permit fees will be collected from subcontractors associated with this project. Since this project was not included in the budget calculations, it is anticipated to generate an unexpected surplus for the fund balance.
- f. Alarm registrations total \$19,800, which is 84.3% of the annual budget projection. This amount is \$2,300 lower than last year's year-to-date. Annual alarm registrations are essential for maintaining up-to-date emergency information for individuals' properties.
- g. The interest revenue amounts to \$258,343, which constitutes 64.6% of the budget and reflects a decrease of \$45,245 compared to the previous year. This decline was expected and is attributed to reduced interest revenue rates. It is anticipated that the revenue will meet original budget projections.
- h. Other Non-Operating Revenue totaled \$275,484, representing 726% of the budget and an increase of 351% compared to the same period last year. This amount includes \$178,310 received from residents as cost-share contributions for the Chuckanut Drainage Project and \$47,829 for School Zone Sign Project. Additional revenues in this category include \$27,013 in ambulance revenue from the Fire Department and \$7,842 in miscellaneous revenue, which includes \$4,688.93 from a state opioid settlement and other minor receipts. Also included is \$14,489 in credit card processing fees recovered, classified under this category.
- i. Contributions and Mitigations total \$107,500 from Kinkaid.
- 2. The city allocated \$8,076,719 as operating with an additional \$3,009,490 as capital programing proving a total budget of \$11,086,209. Total current expenditures are \$5,448,891, 49.2% of the

budget and 3.6% more than last YTD. Operating expenditure is \$4,669,771, accounting for 57.8% of the budget and showing a similar trend to last year to date.

- 3. Divisions and categories that are currently trending higher in expenditures are as follows:
  - a. Police Services at \$1,695,555 or 63.2% due to the practice of providing two months of service payments at the beginning of the year as agreed for adequate MVPD operational cash flow.
  - b. Fire Services at \$1,322,465 or 62.5% representing 1.5 months of service payments at the beginning of the year for adequate VFD operational cash flow.
  - c. The Municipal Court is \$24,243, or 68.3%, due to the resignation of the previous court clerk, necessitating additional contract services. The increase included costs for an outside consultant, prosecutor services, and translation services. The recent budget amendment will offset this increase. The external consultancy services have successfully trained our staff. The contract clerk services will be phased out due to the retained knowledge, but will remain available on an on-call basis starting June 2025.
- 4. Capital expenditures at \$779,121 through July.
- 5. The original budget allocated \$1,650,390 from reserved cash to fund a portion of the \$3,009,490 designated for capital programs. In the amended budget, this allocation was increased to \$1,748,632. As reported in the 2024 audit, the General Fund's reserved cash increased by \$587,470, from an ending balance of \$5,650,147 on December 31, 2023, to \$6,237,617 on December 31, 2024. Revenues currently exceed expenditures by \$3,572,472, largely due to the timing of capital project spending. When combined with the beginning fund balance, available resources for the month total more than \$10. million. However, with major capital projects planned for 2025—including General Paving Improvements, Chuckanut Drainage & Paving, and Windermere Outfall (V2), the projected year-end fund balance is expected to be approximately \$7 million.

#### **Debt Service Fund**

	Prior YTD	Budget	Month	YTD
<b>Total Revenues</b>	\$890,235	\$902,719	\$8,408	\$907,270
<b>Total Expenditures</b>	\$884,200	\$881,325	\$0	\$864,425
Over/(Under)	\$6,035	\$21,394	\$8,408	\$42,845

6. Revenues are \$907,270, 99% of the budget, with \$875,207 from property tax collections. The adopted rate designated for interest and sinking is \$0.027878 as the requirement to finance the annual bond debt. The budget incorporates a 99% collection rate based on trends from past collection years.

- 7. Expenditures are \$864,425, 98.1% of the budget, as debt service principal payments are semiannual.
  - a. Two Principal payments were disbursed, \$430,000 for GO Series 2015 and \$410,000 for GO Series 2017.
  - b. In addition, payments of interest due include \$5,375 for GO Series 2015 and \$19,050 for GO Series 2017. The city is obligated to pay the remaining \$12,900 in interest by August. Current debt obligations are scheduled through 2027.

**FOR MORE INFORMATION:** This summary report is based on detailed information generated by the City's Administration. If you have any questions or would like additional information on this report, please contact city administration at 713-230-8703.

#### **GENERAL FUND SUMMARY**

	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
REVENUES	110	DODGE.	ACTORE	71010712		D/ LD WIFE
PROPERTY TAXES	6,913,349	7,112,732	60,355	7,172,934	100.8%	(60,202)
SALES TAXES	292,208	460,725	51,334	315,362	68.4%	145,363
FRANCHISE TAXES	191,119	409,872	22,702	174,270	42.5%	235,602
COURT REVENUE	74,839	129,000	15,596	109,016	84.5%	19,984
PERMITS & INSPECTIONS	304,323	520,300	70,206	588,654	113.1%	(68,354)
ALARM REGISTRATIONS	22,100	23,500	350	19,800	84.3%	3,700
GOVERMENTAL CONT. (METRO)	0	136,000	0	0	0.0%	136,000
PILOT FEES (KINKAID)	0	107,500	0	107,500	100.0%	130,000
INTEREST				•		
-	303,588	400,000	36,665	258,343	64.6%	141,657
TOTAL OPERATING	8,101,527	9,299,629	257,208	8,745,879	94.0%	553,750
OTHER NON-OPERATING PROCEEDS	61,062	37,948	49,513	275,484	726.0%	(237,536)
TOTAL NON-OPERATING	61,062	37,948	49,513	275,484	726.0%	(237,536)
TOTAL REVENUES	\$8,162,589	\$9,337,577	\$306,721	\$9,021,363	96.6%	\$316,214
-			· · · · ·			
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	PRIOR	CURRENT	MONTHLY	YTD	%	BUDGET
	YTD	BUDGET	ACTUAL	ACTUAL	BUDGET	BALANCE
<u>EXPENDITURES</u>						
PUBLIC SERVICE DIVISION						
POLICE SERVICES	1,780,367	2,681,790	140,874	1,695,555	63.2%	986,235
FIRE SERVICES	1,301,145	2,115,943	176,329	1,322,465	62.5%	793,479
SANITATION COLLECTION	289,711	621,596	50,849	305,095	49.1%	316,501
OTHER PUBLIC SERVICES	8,517	36,900	1,146	12,751	34.6%	24,149
PUBLIC SERVICE DIVISION	3,379,740	5,456,229	369,197	3,335,866	61.1%	2,120,363
OPERATIONS						
CONTRACT SERVICES	282,894	476,500	54,385	271,914	57.1%	204,586
BUILDING SERVICES	177,682	302,200	18,013	169,997	56.3%	132,203
GENERAL GOVERNMENT	694,471	1,417,850	135,374	709,275	50.0%	708,575
MUNICIPAL COURT	13,858	35,510	3,177	24,243	68.3%	11,267
PUBLIC WORKS	168,782	388,430	17,578	158,475	40.8%	229,955
OPERATION DIVISIONS	1,337,687	2,620,490	228,526	1,333,905	50.9%	1,286,586
	<b>.</b>	40.000	4-0	44 000		40.000.000
TOTAL PUBLIC & OPERATING	\$4,717,427	\$8,076,719	\$597,723	\$4,669,771	57.8%	\$3,406,949
NON-OPERATING						
CAPITAL PROGRAMS	539,829	3,009,490	65,143	779,121	25.9%	2,230,369
TOTAL NON-OPERATING	539,829	3,009,490	65,143	779,121	25.9%	2,230,369
TOTAL EXPENDITURES	\$5,257,256	\$11,086,209	\$662,866	\$5,448,891	49.2%	\$5,637,318
IOTAL EXPENDITURES	33,237,250	\$11,000,209	3002,800	\$5,4 <del>4</del> 0,691	43.270	ξ3,037,318
REVENUE OVER/(UNDER) EXPENDITURES	2,905,332	(1,748,632)	(356,146)	3,572,472		

#### **GENERAL FUND REVENUES**

Tark   Property Tax   Miss   Collection   Property Tax   Miss   Collection   Property Tax   Collection   Co			PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
10-4101	Tax Collectio	on						
10-4150   Sales Tax		Property Tax (M&O)				7,172,934	100.8%	
Total Tax Collection:   7,205,557   7,573,457   111,689   7,488,296   98.9%   85,161		Total Property Tax :	6,913,349	7,112,732	60,355	7,172,934	100.8%	(60,202)
Permits & Inspections   7,205,557   7,573,457   111,689   7,488,296   98.9%   88,161	10-4150	Sales Tax	292,208	460,725	51,334	315,362	68.4%	145,363
104203   Plat Reviews		Total Tax Collection:		7,573,457	111,689		98.9%	
10-4205   Contractor Registration   4,380   8,800   870   7,080   80.5%   1,720   10-4206   Torinage Reviews   36,100   50,000   30,00   46,800   30,6%   3,200   10-4207   Permits & Inspection Fees   750   500   250   500   100.0%   0   10-4208   Board of Adjustment Fees   750   500   250   500   100.0%   0   10-4208   Torial Permits & Inspections: 304,323   \$20,300   70,206   \$88,664   113,11   \$8,364      Municipal Court   10-4300   Court Fines   69,089   120,000   14,378   99,756   83,11%   20,244   10-4301   Court Fines   69,089   120,000   43   2,858   95,3%   142   10-4302   Truancy Prevention   2,014   3,000   435   3,307   110,2%   (307)   10-4302   Truancy Prevention   2,054   3,000   435   3,307   110,2%   (307)   10-4304   Local Municipal Tech Fund   1,643   2,950   35   2,333   79,1%   617   10-4304   Local Municipal Court BLD SEC   695   695   695   33.7%   (695)   10-4311   Local Municipal Court:   74,839   123,000   15,356   109,016   84,5%   139,884     Investment Income   10-400   Interest Revenue   303,588   400,000   36,665   258,343   64,6%   141,657     Agencies & Alarms   10-400   Agencies & Alarms   22,100   23,500   350   19,800   84,3%   3,700     Franchise Revenue   100,400   70,518   10,400   70,518   10,400   70,518   10,400   70,518   10,400   70,518   10,400   70,518   10,400   70,518   70,5	Permits & In	<u>spections</u>						
104206   Drainage Reviews   36,100   50,000   3,300   64,800   93.6%   3,200   104207   Permits & Inspection Fees   263,093   460,000   64,036   532,524   115.8%   (72,524)   104208   Board of Adjustment Fees   750   500   250   500   100.0%   0   0   Total Permits & Inspections:   304,323   \$20,300   70,206   \$588,654   133.1%   (68,854)   104300   Court Fines   69,089   120,000   14,378   99,756   83.1%   20,244   104301   Building Security Fund   2,012   3,000   43   2,858   95.3%   142   104301   Building Security Fund   2,012   3,000   43   3,307   110.2%   (307)   104301   Cala Municipal Tech Fund   1,643   2,950   35   2,333   79.1%   617   104301   Cala Municipal Fech Fund   1,643   2,950   35   2,333   79.1%   617   104301   Cala Municipal Joury Fund   41   50   9   66   93.7%   (16)   104311   Total Municipal Joury Fund   41   50   9   66   93.7%   (16)   (1693)   104301   Cala Municipal Court BLO SEC   595   695   695   93.7%   (1693)   104400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657   40400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657   40400   A508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700   40,400   40	10-4203	Plat Reviews	0	1,000	1,750	1,750	175.0%	(750)
10-4207   Permits & Inspection Fees   263,093   460,000   64,036   532,524   115,8%   (72,524)   10-4208   Board of Adjustment Fees   750   500   250   500   100,00%   0   0   0   0   0   0   0   0   0	10-4205	Contractor Registration		8,800		7,080	80.5%	1,720
10-4208   Board of Aglustment Fees   750   500   250   500   100.0%   0		-						
Municipal Court		•						
Municipal Court   104300   Court Fines   69,089   120,000   14,378   99,756   83.1%   20,244   104301   Building Security Fund   2,012   3,000   43   2,858   95,3%   142   104303   Local Municipal Tech Fund   1,643   2,950   35   2,333   79,1%   617   104303   Local Municipal Jury Fund   41   50   66   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104311   Local Municipal Court BLD SEC   695   695   93,7%   (165   104400   Local Municipal Court BLD SEC   695   695   93,7%   (165   104400   Local Municipal Court BLD SEC   695   695   93,7%   (165   104400   Local Municipal Court BLD SEC   695   695   93,7%   (165   104400   Local Municipal Court BLD SEC   14,657	10-4208	· · · · · · · · · · · · · · · · · · ·						
10-4300   Court Fines   69,089   120,000   14,378   99,756   83.1%   20,244   10-4301   Building Security Fund   2,012   3,000   43   2,858   95.3%   142   10-4302   Truancy Prevention   2,054   3,000   435   3,307   110.2%   (307)   10-4303   Local Municipal Tech Fund   1,643   2,950   35   2,333   79.1%   617   10-4304   Local Municipal Jury Fund   41   50   9   66   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657   10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657   10-4508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700   10-4508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700   10-4605   Power/Electric Franchise   20,896   85,153   0   14,635   17.2%   70,518   10-4605   Power/Electric Franchise   158,914   277,2419   22,702   158,915   58.3%   113,504   10-4606   6as Franchise   0   25,000   0   0   0   0   0   0   25,000   10-4607   Telephone Franchise   766   3,300   0   715   0.0%   2,585   10-4608   Wireless Franchise   10,543   24,000   0   6   0.0%   23,994   Total Franchise Revenue   191,119   409,872   22,702   174,270   42.5%   235,602   10-4702   Kinkaid School Contribution   0   107,500   0   0   0   0   0   0   0   0   0		Total Permits & Inspections:	304,323	520,300	70,206	588,654	113.1%	(68,354)
10-4301   Building Security Fund   2,012   3,000   43   2,858   95.3%   142   10-4302   Truancy Prevention   2,054   3,000   435   3,307   110.2%   (307)   10-4301   Local Municipal Tech Fund   1,643   2,950   35   2,333   79.1%   617   10-4304   Local Municipal Lury Fund   41   50   9   66   93.7%   (16)   10-4311   Local Municipal Court ELD SEC   695   695   695   93.7%   (695)   10-4311   Local Municipal Court ELD SEC   695   695   695   695   93.7%   (695)   10-4014								
10-4302   Truancy Prevention   2,054   3,000   435   3,307   110.2%   (307)   10-4303   Local Municipal Tech Fund   1,643   2,950   35   2,333   79.1%   617   10-4301   Local Municipal Lury Fund   41   50   9   66   69.5%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court BLD SEC   695   695   93.7%   (16)   10-4311   Local Municipal Court:   74,839   129,000   15,596   109,016   84.5%   19,984   10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657   10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657   10-4508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700   10-4508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700   10-4602   Cable Franchise   20,896   85,153   0   14,635   17.2%   70,518   10-4605   Power/Electric Franchise   158,914   272,419   22,702   158,915   58.3%   113,504   10-4606   Gas Franchise   0   25,000   0   0   0   0   0   0   0   0   0				•				-
10-4303		,						
10-4304   Local Municipal Jury Fund   10-4311   Local Municipal Court BID SEC   74,839   129,000   15,596   109,016   84.5%   19,984		•						• •
10-4311   Local Municipal Court BLD SEC Total Municipal Court:   74,839   129,000   15,596   109,016   84.5%   19,984								
Investment Income   10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657		, ,	41	50				• •
Investment Income   10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657	10-4311	· · · · · · · · · · · · · · · · · · ·	74 020	120,000				
10-4400   Interest Revenue   303,588   400,000   36,665   258,343   64.6%   141,657		Total Municipal Court:	74,839	129,000	15,596	109,016	84.5%	19,984
Total Investment Income:   303,588   400,000   36,665   258,343   64.6%   141,657	Investment I	<u>ncome</u>						
Agencies & Alarms   10-4508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700	10-4400	Interest Revenue	303,588	400,000	36,665	258,343	64.6%	141,657
10-4508   SEC-Registration   22,100   23,500   350   19,800   84.3%   3,700		Total Investment Income:	303,588	400,000	36,665	258,343	64.6%	141,657
Total Agencies & Alarms:   22,100   23,500   350   19,800   84.3%   3,700	Agencies & A	Alarms						
Tranchise Revenue   10-4602   Cable Franchise   20,896   85,153   0   14,635   17.2%   70,518	10-4508	SEC-Registration	22,100	23,500	350	19,800	84.3%	3,700
10-4602         Cable Franchise         20,896         85,153         0         14,635         17.2%         70,518           10-4605         Power/Electric Franchise         158,914         272,419         22,702         158,915         58.3%         113,504           10-4606         Gas Franchise         0         25,000         0         0         0.0%         25,000           10-4607         Telephone Franchise         766         3,300         0         715         0.0%         25,805           10-4608         Wireless Franchise         10,543         24,000         0         6         0.0%         23,994           Total Franchise Revenue:         191,119         409,872         22,702         174,270         42.5%         235,602           Donations & In Lieu         10-4702         Kinkaid School Contribution         0         107,500         0         100,0%         0           10-4702         Kinkaid School Contribution         0         136,000         <		Total Agencies & Alarms:	22,100	23,500	350	19,800	84.3%	3,700
10-4602         Cable Franchise         20,896         85,153         0         14,635         17.2%         70,518           10-4605         Power/Electric Franchise         158,914         272,419         22,702         158,915         58.3%         113,504           10-4606         Gas Franchise         0         25,000         0         0         0.0%         25,000           10-4607         Telephone Franchise         766         3,300         0         715         0.0%         25,805           10-4608         Wireless Franchise         10,543         24,000         0         6         0.0%         23,994           Total Franchise Revenue:         191,119         409,872         22,702         174,270         42.5%         235,602           Donations & In Lieu         10-4702         Kinkaid School Contribution         0         107,500         0         100,0%         0           10-4702         Kinkaid School Contribution         0         136,000         <	Franchise Re	evenue						
10-4606         Gas Franchise         0         25,000         0         0         0.0%         25,000           10-4607         Telephone Franchise         766         3,300         0         715         0.0%         2,585           10-4608         Wireless Franchise         10,543         24,000         0         6         0.0%         23,994           Total Franchise Revenue:         191,119         409,872         22,702         174,270         42.5%         235,602           Donations & In Lieu           10-4702         Kinkaid School Contribution         0         107,500         0         107,500         100.0%         0           10-4703         Metro Congested Mitigation         0         136,000         0 <td< td=""><td></td><td></td><td>20,896</td><td>85,153</td><td>0</td><td>14,635</td><td>17.2%</td><td>70,518</td></td<>			20,896	85,153	0	14,635	17.2%	70,518
10-4606         Gas Franchise         0         25,000         0         0         0.0%         25,000           10-4607         Telephone Franchise         766         3,300         0         715         0.0%         2,585           10-4608         Wireless Franchise         10,543         24,000         0         6         0.0%         23,994           Total Franchise Revenue:         191,119         409,872         22,702         174,270         42.5%         235,602           Donations & In Lieu           10-4702         Kinkaid School Contribution         0         107,500         0         107,500         100.0%         0           10-4703         Metro Congested Mitigation         0         136,000         0         0         0         0           10-4704         Intergovernmental Revenues         0         0         0         0         0         0         0           10-4705         Ambulance         31,744         0         0         27,013         (27,013)         (27,013)         10-4800         Misc Income         8,188         9,000         0         7,842         87.1%         1,158         10-4800         10-25 thanc         8,948         47,829<		Power/Electric Franchise			22,702		58.3%	•
10-4608   Wireless Franchise   10,543   24,000   0   6   0.0%   23,994	10-4606	Gas Franchise	0	25,000	0	0	0.0%	
Total Franchise Revenue: 191,119   409,872   22,702   174,270   42.5%   235,602	10-4607	Telephone Franchise	766	3,300	0	715	0.0%	2,585
Donations & In Lieu         Conditions & In Congressed Mitigation         Congressed Mitigation<	10-4608	Wireless Franchise	10,543	24,000	0	6	0.0%	23,994
10-4702         Kinkaid School Contribution         0         107,500         0         107,500         100.0%         0           10-4703         Metro Congested Mitigation         0         136,000         0         0         0.0%         136,000           10-4704         Intergovernmental Revenues         0         0         0         0         0         0           10-4705         Ambulance         31,744         0         0         27,013         (27,013)           10-4800         Misc Income         8,188         9,000         0         7,842         87.1%         1,158           10-4803         CIP Cost Share         8,948         8,948         47,829         226,139         (217,191)           10-4804         Credit Card Fees         12,183         20,000         1,683         14,489         5,511           Total Donations & In Lieu:         61,062         281,448         49,513         382,984         136.1%         (101,536)		Total Franchise Revenue:	191,119	409,872	22,702	174,270	42.5%	235,602
10-4702         Kinkaid School Contribution         0         107,500         0         107,500         100.0%         0           10-4703         Metro Congested Mitigation         0         136,000         0         0         0.0%         136,000           10-4704         Intergovernmental Revenues         0         0         0         0         0         0           10-4705         Ambulance         31,744         0         0         27,013         (27,013)           10-4800         Misc Income         8,188         9,000         0         7,842         87.1%         1,158           10-4803         CIP Cost Share         8,948         8,948         47,829         226,139         (217,191)           10-4804         Credit Card Fees         12,183         20,000         1,683         14,489         5,511           Total Donations & In Lieu:         61,062         281,448         49,513         382,984         136.1%         (101,536)	Donations &	In Lieu						
10-4703         Metro Congested Mitigation         0         136,000         0         0         0.0%         136,000           10-4704         Intergovernmental Revenues         0         0         0         0         0         0           10-4705         Ambulance         31,744         0         0         27,013         (27,013)           10-4800         Misc Income         8,188         9,000         0         7,842         87.1%         1,158           10-4803         CIP Cost Share         8,948         8,948         47,829         226,139         (217,191)           10-4804         Credit Card Fees         12,183         20,000         1,683         14,489         5,511           Total Donations & In Lieu:         61,062         281,448         49,513         382,984         136.1%         (101,536)			0	107,500	0	107,500	100.0%	0
10-4705       Ambulance       31,744       0       0       27,013       (27,013)         10-4800       Misc Income       8,188       9,000       0       7,842       87.1%       1,158         10-4803       CIP Cost Share       8,948       8,948       47,829       226,139       (217,191)         10-4804       Credit Card Fees       12,183       20,000       1,683       14,489       5,511         Total Donations & In Lieu:       61,062       281,448       49,513       382,984       136.1%       (101,536)     Total Revenue Received  8,162,589  9,337,577  306,721  9,021,363  96.6%  316,214	10-4703	Metro Congested Mitigation	0		0	0	0.0%	136,000
10-4800       Misc Income       8,188       9,000       0       7,842       87.1%       1,158         10-4803       CIP Cost Share       8,948       8,948       47,829       226,139       (217,191)         10-4804       Credit Card Fees       12,183       20,000       1,683       14,489       5,511         Total Donations & In Lieu:       61,062       281,448       49,513       382,984       136.1%       (101,536)	10-4704	Intergovernmental Revenues	0	0	0	0		0
10-4803 CIP Cost Share 8,948 8,948 47,829 226,139 (217,191) 10-4804 Credit Card Fees 12,183 20,000 1,683 14,489 5,511  Total Donations & In Lieu: 61,062 281,448 49,513 382,984 136.1% (101,536)  Total Revenue Received 8,162,589 9,337,577 306,721 9,021,363 96.6% 316,214	10-4705	Ambulance	31,744	0	0	27,013		(27,013)
10-4804 Credit Card Fees 12,183 20,000 1,683 14,489 5,511 Total Donations & In Lieu: 61,062 281,448 49,513 382,984 136.1% (101,536)  Total Revenue Received 8,162,589 9,337,577 306,721 9,021,363 96.6% 316,214	10-4800	Misc Income	8,188	9,000	0	7,842	87.1%	1,158
Total Donations & In Lieu:       61,062       281,448       49,513       382,984       136.1%       (101,536)         Total Revenue Received       8,162,589       9,337,577       306,721       9,021,363       96.6%       316,214	10-4803	CIP Cost Share	8,948	8,948	47,829	226,139		(217,191)
Total Revenue Received 8,162,589 9,337,577 306,721 9,021,363 96.6% 316,214	10-4804	Credit Card Fees	12,183	20,000	1,683	14,489	<u> </u>	5,511
		Total Donations & In Lieu:	61,062	281,448	49,513	382,984	136.1%	(101,536)
TOTAL REVENUES: \$8,162,589 \$9,337,577 306,721 9,021,363 96.6% \$316,214		Total Revenue Received	8,162,589	9,337,577	306,721	9,021,363	96.6%	316,214
TOTAL REVENUES: \$8,162,589 \$9,337,577 306,721 9,021,363 96.6% \$316,214								
		TOTAL REVENUES:	\$8,162,589	\$9,337,577	306,721	9,021,363	96.6%	\$316,214

#### **GENERAL FUND EXPENDITURES**

		PRIOR	CURRENT	MONTHLY	YTD	%	BUDGET
	_	YTD	BUDGET	ACTUAL	ACTUAL	BUDGET	BALANCE
PUBLIC SERVIC	E DIVISION						
Community Ev	ents						
10-510-5001	Community Celebrations	(74)	6,000	0	3,545	0	5,000
10-510-5002	Public Relations		15,000	0	0	0.0%	15,000
	Community Events:	(74)	21,000	0	3,545	16.9%	15,000
Police Services							
10-510-5010	MVPD Operations	1,683,800	2,625,123	140,874	1,638,889	62.4%	986,234
10-510-5011	MVPD Auto Replacement	46,667	48,000	0	48,000	100.0%	0
10-510-5012	MVPD Capital Expenditure	49,900	8,667	0	8,667	n/a	0
	Police Services:	1,780,367	2,681,790	140,874	1,695,555	63.2%	986,235
Miscellaneous							
10-510-5020	Miscellaneous		0	0	0	n/a	0
	Total Miscellaneous:	0	0	0	0	n/a	0
Sanitation Coll				40.050	200.442	10 = 0/	205 444
10-510-5030	Sanitation Collection	284,977	604,553	49,852	299,112	49.5%	305,441
10-510-5031	Sanitation Fuel Charge	4,734	17,043	997	5,982	35.1%	11,061
	Sanitation Collection:	289,711	621,596	50,849	305,095	49.1%	316,501
Libram Comica	-						
Library Service 10-510-5040	Spring Branch Library		1,500			0.0%	1 500
10-510-5040	Library Services:	0	1,500	0	0	0.0%	1,500 1,500
	Library Services.	0	1,300	U	U	0.0%	1,300
Street Lighting	Services						
10-510-5050	Street Lighting	8,591	14,400	1,146	9,207	63.9%	5,193
10 310 3030	Street Lighting Services:	8,591	14,400	1,146	9,207	63.9%	5,193
		3,332	2.,,.00	_,	5,257	00.075	3,233
Fire Services							
10-510-5060	Villages Fire Department	1,301,145	2,115,943	176,329	1,322,465	62.5%	793,479
	Fire Services:	1,301,145	2,115,943	176,329	1,322,465	62.5%	793,479
		,,	, .,,	-,	, , , , ,		,
	TOTAL PUBLIC SERVICE:	\$3,379,740	\$5,456,229	\$369,197	\$3,335,866	61.1%	\$2,117,908
	_						

10-520-5101   Grant Administration   0   0   0   0   20,592   82,4%   4,408   10,520-5102   Accounting/Audit   24,989   25,000   0   20,592   82,4%   4,408   10,520-5103   Engineering   143,410   220,000   29,927   164,966   75,0%   55,034   10,520-5103   Engineering   39,601   100,000   4,730   27,709   27,7%   72,292   10,520-5105   Tax ApprisaHtCAD   40,833   64,000   0   33,110   51,7%   30,890   0   520-5107   Animal Control   3,420   2,200   0   1,754   76,2%   547   10,520-5108   IT Hardware/Software & Support   15,675   41,200   14,898   18,339   44,5%   22,761   10-520-5101   Mosquito Control   14,965   24,000   4,830   5,445   22,7%   18,555   TOTAL CONTRACT SERVICE DIVISION:   \$282,894   \$476,500   \$54,385   \$271,914   57,1%   \$5204,586   \$804,000   50,305,512   Drainage Reviews   72,340   103,000   13,216   65,634   63,7%   37,366   10,530-5152   Drainage Reviews   72,340   10,530-5152   Electrical Inspections   11,520   15,000   0   15,390   102,6%   30,000   10,530-5154   Plat Reviews   0   500   0   0   0,0%   500   10,530-5154   Plat Reviews   24,000   50,000   0   20,000   40,0%   30,000   10,530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75,8%   4,365   10,530-5157   Structural Inspections   15,255   18,000   0   13,635   75,8%   4,365   10,530-5157   Structural Inspections   4,095   8,500   0   3,105   46,593   51,494   43,2%   25,560   10,530-5156   Mechanical Inspections   4,095   8,500   0   3,105   36,5%   5,395   10,530-5100   Mechanical Inspections   4,095   8,500   0   0   0   0   0   0   0   0   0		_	PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
10-520-5102	CONTRACT SE	RVICE DIVISION						
10-520-5102	10-520-5101	Grant Administration	0	0			n/a	0
10-520-5103   Engineering   143,410   220,000   29,927   164,966   75.0%   55,034   10-520-5104   Legal   39,001   100,000   4,730   27,709   27,7%   72,292   10-520-5107   Tax Appraisal-HCAD   40,833   64,000   0   33,110   51.7%   30,890   10-520-5107   Animal Control   3,420   2,200   0   1,754   76.2%   547   10-520-5108   Thardware/Software & Support   15,675   41,200   14,898   18,339   44.5%   22,861   10-520-5110   Mosquito Control   14,965   24,000   4,830   5,445   22.7%   18,555   10-520-5110   TOTAL CONTRACT SERVICE DIVISION:   \$282,894   \$476,500   \$54,385   \$521,914   57.1%   \$204,586   \$80   10-530-5122   Drainage Reviews   72,340   103,000   13,216   65,634   63.7%   37,366   10-530-5152   Drainage Reviews   72,340   103,000   13,216   65,634   63.7%   37,366   10-530-5153   Electrical Inspections   11,520   15,000   0   15,390   102.6%   300   10-530-5155   Plan Reviews   0   500   0   0   0.0%   500   10-530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75.8%   4,365   10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595   10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560   10-530-5150   Mechanical inspections   16,6980   270,000   16,136   155,609   57.6%   114,391   10-530-5210   Mechanical inspections   350   1,000   0   0   0   0   0   0   0   0   0					0	20.592	· ·	-
10-520-5104   Legal   39,601   100,000   4,730   27,709   27.7%   72,292   10-520-5105   Tax Appraisal-HCAD   40,833   64,000   0   33,110   51.7%   30,890   10-520-5108   IT Hardware/Software & Support   15,675   41,200   14,898   18,339   44.5%   22,861   10-520-5110   Mosquito Control   14,965   24,000   4,830   5,445   22.7%   18,555		<del>_</del>						· ·
10-520-5105   Tax Appraisal-HCAD			•	· ·				· · · · · · · · · · · · · · · · · · ·
10-520-5107   Animal Control   3,420   2,300   0   1,754   76.2%   547     10-520-5108   IT Hardware/Software & Support   15,675   41,200   14,898   18,339   44.5%   22,861     10-520-5110   Mosquito Control   14,965   24,000   4,830   5,445   22.7%   18,555     TOTAL CONTRACT SERVICE DIVISION:   \$282,894   \$476,500   \$54,385   \$271,914   \$7.1%   \$204,586      Building & Inspection Services		•			· ·			
10-520-5108   IT Hardware/Software & Support   15,675   14,200   14,898   18,339   44.5%   22,861   10-520-5110   Mosquito Control   14,965   24,000   4,830   5,445   22.7%   18,555   18,555   10-520-5100   10-520-5200   10-			•	· ·		•		· · · · · · · · · · · · · · · · · · ·
14,965   24,000   4,830   5,445   22.7%   18,555						•		
SullDING SERVICE DIVISION   S282,894   \$476,500   \$54,385   \$271,914   57.1%   \$204,586					•	•		•
Building & Inspection Services   10-530-5152   Drainage Reviews   72,340   103,000   13,216   65,634   63.7%   37,366   10-530-5153   Electrical Inspections   11,520   15,000   0   15,390   102.6%   (390)   10-530-5153   Electrical Inspections   11,520   15,000   0   0   0   0,0%   500   10-530-5156   Plam Reviews   24,000   50,000   0   20,000   40.0%   30,000   10-530-5156   Plumbing Inspections   15,255   18,000   0   18,405   61.4%   11,595   10-530-5156   Plumbing Inspections   20,250   30,000   0   18,405   61.4%   11,595   10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395   8   10-530-5204   Dues & Subscriptions   366,980   270,000   16,136   155,609   57.6%   114,391   10-530-5204   Dues & Subscriptions   0   500   0   0   0   0   0   0   0	10 320 3110							
Building & Inspection Services   10-530-5108   Information Technology   0   10-530-5152   Drainage Reviews   72,340   103,000   13,216   65,634   63.7%   37,366   10-530-5153   Electrical Inspections   11,520   15,000   0   15,390   102.6%   (390)   10-530-5153   Electrical Inspections   11,520   15,000   0   0   0   0.0%   500   10-530-5155   Plat Reviews   24,000   50,000   0   20,000   40.0%   30,000   10-530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75.8%   4,365   10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595   10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560   10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395   10-530-5210   Misc Supplies   350   1,000   0   30   n/a   500   10-530-5207   Misc Supplies   350   1,000   0   30   n/a   500   10-530-5210   Postage   900   0   0   0   n/a   500   10-530-5210   Postage   900   0   0   0   n/a   300   10-530-5210   Postage   900   0   0   0   n/a   300   10-530-5210   Travel & Training   300   0   0   n/a   3,170   14,345   14,345   14,345   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   1		TOTAL CONTRACT SERVICE DIVISION:	\$282,894	\$476,500	\$54,385	\$271,914	57.1%	\$204,586
Building & Inspection Services   10-530-5108   Information Technology   0   10-530-5152   Drainage Reviews   72,340   103,000   13,216   65,634   63.7%   37,366   10-530-5153   Electrical Inspections   11,520   15,000   0   15,390   102.6%   (390)   10-530-5153   Electrical Inspections   11,520   15,000   0   0   0   0.0%   500   10-530-5155   Plat Reviews   24,000   50,000   0   20,000   40.0%   30,000   10-530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75.8%   4,365   10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595   10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560   10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395   10-530-5210   Misc Supplies   350   1,000   0   30   n/a   500   10-530-5207   Misc Supplies   350   1,000   0   30   n/a   500   10-530-5210   Postage   900   0   0   0   n/a   500   10-530-5210   Postage   900   0   0   0   n/a   300   10-530-5210   Postage   900   0   0   0   n/a   300   10-530-5210   Travel & Training   300   0   0   n/a   3,170   14,345   14,345   14,345   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   1								
10-530-5108	BUILDING SER	VICE DIVISION						
10-530-5108	Building & Insp	pection Services						
10-530-5152   Drainage Reviews   72,340   103,000   13,216   65,634   63.7%   37,366   10-530-5153   Electrical Inspections   11,520   15,000   0   15,390   102.6%   (390)   10-530-5154   Plat Reviews   0   500   0   0   0   0.0%   500   10-530-5155   Plan Reviews   24,000   50,000   0   20,000   40.0%   30,000   10-530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75.8%   4,365   10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595   10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560   10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395   8 uilding and Inspection Services:   166,980   270,000   16,136   155,609   57.6%   114,391   Supplies and Office Expenditures   10-530-5204   Dues & Subscriptions   0   500   0   0   0   n/a   500   10-530-5207   Misc Supplies   350   1,000   0   30   n/a   970   10-530-5209   Office Equipment & Maintenance   500   0   0   n/a   500   10-530-5210   Postage   900   0   0   0   n/a   300   10-530-5215   Travel & Training   300   0   0   0   n/a   300   10-530-5215   Travel & Training   300   0   0   0   n/a   3,170   10-530-5203   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   Credit Card Charges   10,353   29,000   1,877   14,359   49.5%   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641   10-530-5403   14,641			0					
10-530-5153   Electrical Inspections   11,520   15,000   0   15,390   102.6%   (390)		<u>.</u>	72,340	103,000	13,216	65,634	63.7%	37,366
10-530-5154   Plat Reviews		•			· ·		102.6%	· ·
10-530-5155   Plan Reviews   24,000   50,000   0   20,000   40.0%   30,000     10-530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75.8%   4,365     10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595     10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560     10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395		•	•	· ·				, ,
10-530-5156   Plumbing Inspections   15,255   18,000   0   13,635   75.8%   4,365     10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595     10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560     10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395		Plan Reviews	24,000		0	20,000		
10-530-5157   Structural Inspections   20,250   30,000   0   18,405   61.4%   11,595     10-530-5158   Urban Forester   19,520   45,000   2,920   19,440   43.2%   25,560     10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395			•	· ·	0			· · · · · · · · · · · · · · · · · · ·
10-530-5158         Urban Forester         19,520         45,000         2,920         19,440         43.2%         25,560           10-530-5160         Mechanical Inspections         4,095         8,500         0         3,105         36.5%         5,395           Building and Inspection Services:         166,980         270,000         16,136         155,609         57.6%         114,391           Supplies and Office Expenditures           10-530-5204         Dues & Subscriptions         0         500         0         0         n/a         500           10-530-5207         Misc Supplies         350         1,000         0         30         n/a         970           10-530-5209         Office Equipment & Maintenance         500         0         0         n/a         500           10-530-5210         Postage         900         0         0         n/a         900           10-530-5215         Travel & Training         300         0         0         n/a         3,170           Insurance         10-530-5403         Credit Card Charges         10,353         29,000         1,877         14,359         49.5%         14,641	10-530-5157			30,000	0	18,405	61.4%	11,595
10-530-5160   Mechanical Inspections   4,095   8,500   0   3,105   36.5%   5,395	10-530-5158	•			2.920	•	43.2%	· · · · · · · · · · · · · · · · · · ·
Supplies and Office Expenditures         166,980         270,000         16,136         155,609         57.6%         114,391           Supplies and Office Expenditures         0         500         0         0         0         n/a         500           10-530-5204         Dues & Subscriptions         0         500         0         0         n/a         500           10-530-5207         Misc Supplies         350         1,000         0         30         n/a         970           10-530-5209         Office Equipment & Maintenance         500         0         0         n/a         500           10-530-5210         Postage         900         0         0         n/a         900           10-530-5215         Travel & Training         300         0         0         n/a         300           Supplies and Office Expenditures:         350         3,200         0         30         n/a         3,170           Insurance         10-530-5403         Credit Card Charges         10,353         29,000         1,877         14,359         49.5%         14,641			•	· ·	•	•		· · · · · · · · · · · · · · · · · · ·
10-530-5204         Dues & Subscriptions         0         500         0         n/a         500           10-530-5207         Misc Supplies         350         1,000         0         30         n/a         970           10-530-5209         Office Equipment & Maintenance         500         0         0         n/a         500           10-530-5210         Postage         900         0         0         n/a         900           10-530-5215         Travel & Training         300         0         0         n/a         300           Supplies and Office Expenditures:         350         3,200         0         30         n/a         3,170           Insurance         10-530-5403         Credit Card Charges         10,353         29,000         1,877         14,359         49.5%         14,641					16,136	•		
10-530-5204         Dues & Subscriptions         0         500         0         n/a         500           10-530-5207         Misc Supplies         350         1,000         0         30         n/a         970           10-530-5209         Office Equipment & Maintenance         500         0         0         n/a         500           10-530-5210         Postage         900         0         0         n/a         900           10-530-5215         Travel & Training         300         0         0         n/a         300           Supplies and Office Expenditures:         350         3,200         0         30         n/a         3,170           Insurance         10-530-5403         Credit Card Charges         10,353         29,000         1,877         14,359         49.5%         14,641	Supplies and C	Affica Evnandituras						
10-530-5207         Misc Supplies         350         1,000         0         30         n/a         970           10-530-5209         Office Equipment & Maintenance         500         0         0         n/a         500           10-530-5210         Postage         900         0         0         n/a         900           10-530-5215         Travel & Training         300         0         0         n/a         300           Supplies and Office Expenditures:         350         3,200         0         30         n/a         3,170           Insurance         10-530-5403         Credit Card Charges         10,353         29,000         1,877         14,359         49.5%         14,641			0	500	0	0	n/a	500
10-530-5209     Office Equipment & Maintenance     500     0     0     n/a     500       10-530-5210     Postage     900     0     0     n/a     900       10-530-5215     Travel & Training     300     0     0     n/a     300       Supplies and Office Expenditures:     350     3,200     0     30     n/a     3,170       Insurance       10-530-5403     Credit Card Charges     10,353     29,000     1,877     14,359     49.5%     14,641		•					=	
10-530-5210     Postage     900     0     0     n/a     900       10-530-5215     Travel & Training     300     0     0     n/a     300       Supplies and Office Expenditures:     350     3,200     0     30     n/a     3,170       Insurance       10-530-5403     Credit Card Charges     10,353     29,000     1,877     14,359     49.5%     14,641		• •	330	· ·			· ·	
Insurance         Total Card Charges         10.353         29,000         1,877         14,359         49.5%         14,641							=	
Supplies and Office Expenditures:         350         3,200         0         30         n/a         3,170           Insurance 10-530-5403         Credit Card Charges         10,353         29,000         1,877         14,359         49.5%         14,641		5					=	
<u>Insurance</u> 10-530-5403 Credit Card Charges 10,353 29,000 1,877 14,359 49.5% 14,641	10-330-3213	_	350					
10-530-5403 Credit Card Charges 10,353 29,000 1,877 14,359 49.5% 14,641		Supplies and Office Expenditures.	330	3,200	· ·	30	, u	3,170
	<u>Insurance</u>							
Insurance: 10,353 29,000 1,877 14,359 49.5% 14,641	10-530-5403	Credit Card Charges	10,353	29,000	1,877	14,359	49.5%	14,641
		Insurance:	10,353	29,000	1,877	14,359	49.5%	14,641
TOTAL BUILDING SERVICE DIVISION: \$177,682 \$302,200 \$18,013 \$169,997 56.3% \$132,203		TOTAL BUILDING SERVICE DIVISION:	\$177,682	\$302,200	\$18,013	\$169,997	56.3%	\$132,203
		·					_	

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
GENERAL GOV	ERNMENT DIVISION						
Administrative	Evnandituras						
10-540-5108	Information Technology	25,484	47,000	245	22,245	47.3%	24,755
10-540-5201	Administrative/Professional Fe	3,905	16,505	1,150	15,188	92.0%	1,318
10-540-5202	Auto Allowance/Mileage	5,112	7,200	842	4,281	59.5%	2,919
10-540-5203	Bank Fees	490	2,200	79	731	33.2%	1,469
10-540-5204	Dues/Seminars/Subscriptions	1,955	3,600	1.441	4,984	138.4%	(1,384)
10-540-5205	Elections	489	750	0	78	10.5%	672
10-540-5206	Legal Notices	4,732	8,000	1,515	5,222	65.3%	2,778
10-540-5207	Miscellaneous	633	5,000	0	129	2.6%	4,871
10-540-5208	Citizen Communication	4,691	8,000	0	3,808	47.6%	4,192
10-540-5209	Office Equipment & Maintenance	2,618	10,000	1.171	4,546	45.5%	5,454
10-540-5210	Postage	232	2,000	0	0	0.0%	2,000
10-540-5211	Meeting Supplies	5,207	7,500	276	5,053	67.4%	2,447
10-540-5212	Rent/Leasehold/Furniture	103,032	155,142	13,029	80,383	51.8%	74,759
10-540-5213	Supplies/Storage	20,770	30,000	1,277	12,674	42.2%	17,326
10-540-5214	Telecommunications	7,375	16,000	644	6,559	41.0%	9,441
10-540-5215	Travel & Training	0	2,500	0	408	16.3%	2,092
10-540-5216	Statutory Legal Notices	0	1,500	0	0	0.0%	1,500
10 340 3210	Administrative Expenditures:	186,727	322,897	21,669	166,286	51.5%	156,611
		200,727	011,007	,	200,200	02.070	
Wages & Benef	<u>îts</u>						
10-540-5301	Gross Wages	342,369	741,125	84,027	396,271	53.5%	344,854
10-540-5302	Overtime/Severance	2,044	10,000	136	520	5.2%	9,480
10-540-5303	Temporary Personnel		0	0	0		0
10-540-5306	FICA/Med/FUTA Payroll Tax Exp	26,974	54,203	6,441	29,779	54.9%	24,425
10-540-5310	TMRS (City Responsibility)	81,953	156,114	13,374	65,763	42.1%	90,351
10-540-5311	Payroll Process Exp-Paychex	2,306	4,000	437	2,257	56.4%	1,743
	Wages & Benefits:	455,647	965,442	104,415	494,591	51.2%	470,852
Insurance							
10-540-5353	Employee Insurance	51,073	113,811	9,290	48,399	42.5%	65,412
10-540-5354	General Liability	1,000	10,000	0	0	0.0%	10,000
10-540-5356	Workman's Compensation	24	4,500	0	0	0.0%	4,500
	Insurance:	52,097	128,311	9,290	48,399	37.7%	79,912
Other							
10-540-5403	Credit Card Charges (Adm)	0	1,200	0	0	n/a	1,200
10-540-5710	Intergovernmental Expenditure	o	1,200	U	0	11/ a	1,200
10-240-2710	Intergovernmental:	0	1,200	0	0	n/a	1,200
	intergovernilental.	U	1,200	J		II/ a	1,200
TOTA		6004 474	64 447 050	6425.274	6700 275	FO 00/	\$708,575
	AL GENERAL GOVERNMENT DIVISION:	\$694,471	\$1,417,850	\$135,374	\$709,275	50.0%	\$708,575

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
MUNICIPAL CO	OURT DIVISION		505011	ACTORE	ACTORE	505021	BALLATOL
Supplies & Offi	ce Expenditures						
10-550-5207	Misc Supplies		250	0	0	n/a	250
10-550-5211	Meeting Supplies	1,029	2,000	0	0	n/a	2,000
10-550-5215	Travel & Training	500	1,750	692	542	n/a	1,208
	Supplies and Office Expenditures:	1,529	4,000	692	542	n/a	3,458
Incurance							
<u>Insurance</u> 10-550-5353	Employee Insurance		0			n/a	0
10 330 3333	Insurance:	0	0	0	0	n/a	
						,	
Court Operatio	n <u>s</u>						
10-550-5403	Credit Card Charges	3,580	6,510	424	3,978	61.1%	2,532
10-550-5404	Judge/Prosecutor/Interpreter	8,750	25,000	2,150	19,825	79.3%	5,175
10-550-5417	Time Payment Reimbursement Fee			(90)	(103)	#DIV/0!	103
	Court Operations:	12,330	31,510	2,484	23,701	75.2%	7,707
	TOTAL MUNICIPAL COURT DIVISION:	\$13,858	\$35,510	\$3,177	\$24,243	68.3%	\$11,164
	·						
PUBLIC WORKS	S MAINTENANCE DIVISION						
C	as Francischer						
	ce Expenditures	765	2.500		0		2 500
10-560-5108 10-560-5207	Information Technology	765	2,500	0	0	2/2	2,500
10-560-5207	Misc Supplies Office Supplies	269	500	U	151	n/a n/a	349 0
10-560-5215	Travel & Training		1,000	0	0	n/a	1,000
10-300-3213	Supplies and Office Expenditures:	\$ 1,034	\$ 4,000	\$ -	\$ 151	3.8%	3,849
		, -,	,,,,,,,	, <b>,</b>	,		5,5 15
<u>Insurance</u>							
10-560-5353	Employee Insurance		0			n/a	0
	Insurance:	0	0	0	0	n/a	0
_							
Maintenance 8						,	
10-560-5501	Public Works Maintenance	0	0		500	n/a	0
10-560-5501	TCEQ & Harris CO Permits	1,766	1,850	0	509	27.5%	1,341
10-560-5504 10-560-5505	Landscaping Maintenance Gator Fuel & Maintenance	48,777	134,280 1,000	14,597 263	71,689	53.4% 155.5%	62,591
10-560-5506	Right of Way Mowing	1,014 22,380	1,000	0	1,555 15,850	#DIV/0!	(555) (15,850)
10-560-5507	Traffic Control	15,329	20.000	0	4,504	22.5%	15,496
10-560-5508	Water Utilities	3,325	2,800	1,438	4,499	160.7%	(1,699)
10-560-5509	Tree Care/Removal	43,570	40,000	0	17,225	43.1%	22,775
10-560-5510	Road/Drainage Maintenance	3,301	1,500	0	348	23.2%	1,152
10-560-5515	Community Beautification	21,342	100,000	0	769	0.8%	99,231
10-560-5516	Equipment Maintenance	1,174	3,000	1,280	1,391	46.4%	1,609
10-560-5517	Street Maintenance	5,771	10,000	0	7,550	75.5%	2,450
	Maintenance and Repair:	167,748	314,430	17,578	125,890	40.0%	188,540
Capital Equipm	<u>ent</u>						
10-560-5600	Capital Equipment		70,000	0	32,433		37,567
	Capital Equipment:	0	70,000	0	32,433	46.3%	37,567
	TOTAL PUBLIC WORKS DIVISION:	\$168,782	\$388,430	\$17,578	\$158,475	40.8%	\$229,955

		PRIOR YTD	CURRENT BUDGET	MONTHLY ACTUAL	YTD ACTUAL	% BUDGET	BUDGET BALANCE
CAPITAL OUT	LAY PROGRAMS						
C 1 C 1	.1/24 :						
	al / Maintenance Programs						•
10-570-5602	Drainage Ditch Maintenance		0			. 1.	0
10-570-5606	Road/Drainage Projects		0			n/a	0
10-570-5701	2019 Maintenance Projects		0			n/a	0
10-570-5702	2020 Paving Improvements		0			n/a	0
10-570-5703	2021 Paving Improvements		0			n/a	0
10-570-5806	Drainage and Sidewalks		0			n/a	0
		0	0	0	0	n/a	0
Major Capital	/ Maintenance Programs						
	Surrey Oaks		0			n/a	0
10-570-5808	Wilding Lane	0	0			n/a	0
10-580-5809	96" Stormwater Replacement	194,791	0			n/a	0
10-580-5810	Tokeneke - Country Squire		0				
10-580-5811	Capital Programming	338,145	3,009,490	65,143	779,121	25.9%	
10-580-5821	Williamsburg		0				
10-580-5822	Bothwell Way		0				
10-580-5823	Windermere Outfall Project		0				
10-580-5824	Smithdale Landscape/Sidewalk		0				
10-580-5825	Community Beautification	6,894	0				
10-580-5826	Harris Co. Signal Participation		0				
	Capital Programming		0				
	_	539,829	3,009,490	65,143	779,121	n/a	0
	TOTAL CAPITAL OUTLAY PROGRAMS:	\$539,829	\$3,009,490	\$65,143	\$779,121	25.9%	\$0
	TOTAL CAPITAL COTLAT FROGRAMIS.	7337,023	<del>43,003,430</del>	703,143	\$113,121	23.376	
	TOTAL EXPENDITURES:	\$5,257,256	\$11,086,209	\$662,866	\$5,448,891	49.2%	\$3,404,391
	=						

DEBT SERVICE FUND						
	PRIOR	CURRENT	MONTHLY	YTD	%	BUDGET
_	YTD	BUDGET	ACTUAL	ACTUAL	BUDGET	BALANCE
REVENUES						
PROPERTY TAXES	873,793	877,325	7,340	886,728	101.1%	(9,403)
Unearned/Adjusted	0	0		0		0
Total Property Tax :	873,793	877,325	7,340	886,728	101.1%	(9,403)
INTEREST	16,442	25,394	1,068	20,542		4,852
TOTAL OPERATING	890,235	902,719	8,408	907,270	100.5%	(4,551)
TOTAL REVENUES	\$890,235	\$902,719	\$8,408	\$907,270	100.5%	(\$4,551)
	PRIOR	CURRENT	MONTHLY	YTD	%	BUDGET
	YTD	BUDGET	ACTUAL	ACTUAL	BUDGET	BALANCE
<u>EXPENDITURES</u>						
TAX BOND PRINCIPAL	820,000					
	820,000	840,000	0	840,000	100.0%	0
TAX BOND INTEREST	61,050	840,000 37,325	0 0	840,000 24,425	100.0% 65.4%	0 12,900
TAX BOND INTEREST FISCAL AGENT FEES	,					
	61,050	37,325	0	24,425	65.4%	12,900
FISCAL AGENT FEES	61,050 3,150	37,325 4,000	0 0	24,425	65.4% 0.0%	12,900 4,000
FISCAL AGENT FEES	61,050 3,150	37,325 4,000	0 0	24,425	65.4% 0.0%	12,900 4,000
FISCAL AGENT FEES  OPERATING EXPENDITURES	61,050 3,150 <b>884,200</b>	37,325 4,000 <b>881,325</b>	0 0	24,425 0 <b>864,425</b>	65.4% 0.0% 98.1%	12,900 4,000 16,900
FISCAL AGENT FEES  OPERATING EXPENDITURES	61,050 3,150 <b>884,200</b>	37,325 4,000 <b>881,325</b>	0 0	24,425 0 <b>864,425</b>	65.4% 0.0% 98.1%	12,900 4,000 16,900

#### City of Piney Point Village Monthly Tax Office Report July 31, 2025

#### Prepared by: J Matelske, Tax Assessor/Collector

Α.	Current	Taxable	Value	\$	3,136,472,787
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#### B. Summary Status of Tax Levy and Current Receivable Balance:

	Current		[	Delinquent			
2024			2023 & Prior				
Tax Year			•	Tax Years			Total
Φ.	7 740 000 70		Φ.			Φ.	7 7 40 000 70
\$	7,743,622.72		\$	-		\$	7,743,622.72
	-			170,140.21			170,140.21
	258,774.17	_		(3,484.17)			255,290.00
	8,002,396.89	•		166,656.04			8,169,052.93
	7,915,781.44			69,671.79			7,985,453.23
\$	86,615.45	:	\$	96,984.25		\$	183,599.70
	\$	2024 Tax Year \$ 7,743,622.72 - 258,774.17 8,002,396.89 7,915,781.44	2024 Tax Year \$ 7,743,622.72 - 258,774.17 8,002,396.89 7,915,781.44	2024 2 Tax Year 2 \$ 7,743,622.72 \$ - 258,774.17 8,002,396.89 7,915,781.44	2024 2023 & Prior Tax Years  \$ 7,743,622.72 \$ - 170,140.21 258,774.17 (3,484.17) 8,002,396.89 166,656.04 7,915,781.44 69,671.79	2024 2023 & Prior Tax Years  \$ 7,743,622.72 \$ - 170,140.21 258,774.17 (3,484.17) 8,002,396.89 166,656.04 7,915,781.44 69,671.79	2024 2023 & Prior Tax Years  \$ 7,743,622.72 \$ - \$  - 170,140.21  258,774.17 (3,484.17)  8,002,396.89 166,656.04  7,915,781.44 69,671.79

#### C. COLLECTION RECAP:

Current Month:		Current 2024 Tax Year	2	Delinquent D23 & Prior Tax Years	_		Total
Base Tax Penalty & Interest Attorney Fees Other Fees Total Collections	\$	67,373.60 1,989.18 2,210.13 - 71,572.91	\$	(1,664.86) (3.52) - - (1,668.38)	_	\$	65,708.74 1,985.66 2,210.13 - 69,904.53
Year-To-Date:	<u>Ψ</u>	Current 2024 Tax Year	[	Delinquent D23 & Prior Tax Years	=	Ψ	Total
Base Tax: Penalty & Interest Attorney Fees Other Fees Total Collections	\$	7,915,781.44 39,289.18 2,266.39 332.60 7,957,669.61	\$	69,671.79 34,601.77 1,848.60 - 106,122.16	- =	\$	7,985,453.23 73,890.95 4,114.99 332.60 8,063,791.77
Percent of Adjusted Levy		99.44%			=		100.77%

#### City of Piney Point Village Tax A/R Summary by Year July 31, 2025

YEAR	E	EGINNING BALANCE DF 12/31/2024	ADJI	ADJUSTMENTS		COLLECTIONS		ENDING BALANCE DF 7/31/2025
2023	\$	36,127.12	\$	(819.18)	\$	11,908.82	\$	23,399.12
2023	φ	26,920.69	φ	(483.71)	Φ	3,850.89	\$ \$	22,586.09
21		25,303.50		(1,867.35)		2,439.09	Ψ	20,997.06
20		16,377.43		(231.76)		3,998.95		12,146.72
19		16,337.88		(231.70)		4,469.39		11,868.49
18		10,155.62		_		4,473.16		5,682.46
17		4,614.68		_		4,473.16		141.52
16		4,544.66		_		4,473.16		71.50
15		4,153.00		_		4,061.71		91.29
14		3,769.77		(82.17)		3,687.60		-
13		3,385.74		(02.17)		3,385.74		_
12		2,670.93		_		2,670.93		_
11		3,102.36		_		3,102.36		_
10		2,929.15		_		2,929.15		_
09		2,658.75		_		2,658.75		_
08		2,412.94		_		2,412.94		_
07		2,385.09		_		2,385.09		_
06		2,290.90		_		2,290.90		_
	\$	170,140.21	\$	(3,484.17)	\$	69,671.79	\$	96,984.25



# City of Piney Point Village

7660 WOODWAY DR., SUITE 460 HOUSTON, TX 77063

TELEPHONE (713) 782-0271 FAX (713) 782-0821

#### **QUARTERLY INVESTMENT REPORT**

THE PERIOD ENDED JUNE 30, 2025

August 21, 2025

Following the Public Funds Investment Act, Chapter 2256.023 of the Government Code, the Investment Officer shall prepare and submit to the City Council a quarterly report of investment transactions of all funds for the preceding period.

The City invests cash that is not immediately needed for operations in Certificates of Deposit, TexPool, Texas Class, and Securities issued by Agencies of the Federal Government as allowed by the Public Funds Investment Act and the City's Investment Policy.

#### Portfolio Recap:

- ✓ The TexPool earned an average yield of 4.32%.
- ✓ The Texas Class earned an average yield of 4.42%.
- ✓ Throughout the quarter, the City's investments earned interest of \$119,762.39.

During the second quarter of FY 2025, the Federal Open Market Committee (FOMC) held the federal funds rate steady at 4.25%-4.50%. While FOMC signaled a potential slowdown in the pace of future rate cuts, market expectations suggest that rate reductions may still occur late in the year. As of June 2025, the U.S. Consumer Price Index (CPI) rose 2.7% year-over-year, slight increase from the from 2.4% increase reported for the 12 months ending in May. The unemployment rate at 4.1% in June, reflecting a slight decrease from 4.2% the previous month. Staff will continue to monitor all accounts.

Enclosed are investment transaction details for the quarter ended June 30, 2025. This information shows that the beginning market value was \$12,042,755.68 as of April 1, 2025, and the ending market value was \$10,850,235.91 as of June 30, 2025. Also included is documentation showing the book value additions of \$3,710,774.3 and book value withdrawals of \$5,023,056.46 for the second guarter.

<u>Compliance</u>: The City requires its depository banks to provide collateral for all deposits over Federal Deposit Insurance. As of June 30, 2025, the market value of collateral pledged to the City by Amegy Bank is through Zions Bank Corporation National Association.

<u>Market Value</u>: The City currently holds no investments in which the book value differs from the market value. For all holdings, the book value is equal to the market value.

This report follows the investment strategy of Piney Point Village Investment Policy and with the Texas Public Funds Investment Act, V.T.C.A., Government Code Ch. 2256, as amended.

Investment Officer:

		RICG ZIE
Joel Bender	Michael Herminghaus	Robert Pennington

# CITY OF PINEY POINT VILLAGE QUARTERLY INVESTMENT REPORT JUNE 2025 QUARTER END

\$45,000.00 \$40,000.00 \$35,000.00

#### **SUMMARY**

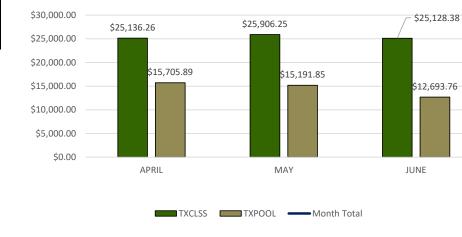
ALL FUNDS	APRIL	MAY	JUNE	TOTAL
Beginning Balance	\$12,042,755.68	\$11,670,033.00	\$11,340,673.03	\$12,042,755.68
Deposits	\$1,182,947.56	\$744,539.90	\$1,783,286.84	\$3,710,774.30
Interest	\$40,842.15	\$41,098.10	\$37,822.14	\$119,762.39
Withdrawals	\$1,596,512.39	\$1,114,997.97	\$2,311,546.10	\$5,023,056.46
ENDING BALANCE	\$11,670,033.00	\$11,340,673.03	\$10,850,235.91	\$10,850,235.91

Average Monthly Rate	APRIL	MAY	JUNE	TOTAL
Amegy Interest Revenue	0.00%	0.00%	0.00%	\$0.00
Texas Class Interest Revenue	4.44%	4.41%	4.40%	\$76,170.89
Texpool Interest Revenue	4.34%	4.31%	4.30%	\$43,591.50

Net Asset Value (NAV)	APRIL	MAY	JUNE	
Texas Class NAV (Month End)	0.99995	0.99990	0.99995	
Texpool NAV	1.00003	0.99996	1.00000	

Value	APRIL	MAY	JUNE
Texas Class Market	\$27,480,237,098	\$27,007,342,419	\$27,019,314,249
Texas Class Amortized	\$27,481,330,349	\$27,009,894,204	\$27,020,607,591
Texpool Market	\$36,729,605,358	\$35,673,560,310	\$34,339,871,114
Texpool Book	\$36,727,434,003	\$35,674,292,564	\$34,339,298,570

Texas Class Rating	Standard & Poor's	AAAm
Texpool Rating	Standard & Poor's	AAAm



Interest Earned

At the end of the month, yields on 1-, 3-, 6- and 12-month US Treasuries were 4.28%, 4.33%, 4.26% and 3.98%, respectively.

# CITY OF PINEY POINT VILLAGE QUARTERLY INVESTMENT REPORT JUNE 2025 QUARTER END

#### AMEGY ACCOUNTS

GENERAL OPERATING	APRIL	MAY	JUNE	TOTAL
Fund 10 - General				
Beginning Balance	\$235,657.07	\$328,930.40	\$250,645.86	\$235,657.07
Deposits	\$1,089,785.72	\$686,713.43	\$814,916.43	\$2,591,415.58
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Withdrawals	\$996,512.39	\$764,997.97	\$747,121.10	\$2,508,631.46
ENDING BALANCE	\$328,930.40	\$250,645.86	\$318,441.19	\$318,441.19

NON-MAJOR	APRIL	MAY	JUNE	TOTAL	
Fund 30 - Child Safety					
Beginning Balance	\$43,069.41	\$43,399.10	\$43,705.11	\$43,069.41	
Deposits	\$329.69	\$306.01	\$303.78	\$939.48	
Interest	\$0.00	\$0.00	\$0.00	\$0.00	
Withdrawals	\$0.00	\$0.00	\$0.00	\$0.00	
ENDING BALANCE	\$43,399.10	\$43,705.11	\$44,008.89	\$44,008.89	

#### **TEXAS CLASS ACCOUNTS**

GENERAL FUND	APRIL	MAY	JUNE	TOTAL
Fund 10				
Beginning Balance	\$6,697,104.28	\$6,721,564.63	\$6,746,774.29	\$6,697,104.28
Deposits	\$0.00	\$0.00	\$0.00	\$0.00
Interest	\$24,460.35	\$25,209.66	\$24,452.69	\$74,122.70
Withdrawals	\$0.00	\$0.00	\$0.00	\$0.00
ENDING BALANCE	\$6,721,564.63	\$6,746,774.29	\$6,771,226.98	\$6,771,226.98

DEBT SERVICE	APRIL	MAY	JUNE	TOTAL	
Fund 20					
Beginning Balance	\$185,059.45	\$185,735.36	\$186,431.95	\$185,059.45	
Deposits	\$0.00	\$0.00	\$0.00	\$0.00	
Interest	\$675.91	\$696.59	\$675.69	\$2,048.19	
Withdrawals	\$0.00	\$0.00	\$0.00	\$0.00	
ENDING BALANCE	\$185,735.36	\$186,431.95	\$187,107.64	\$187,107.64	

#### **TEXPOOL ACCOUNTS**

GENERAL OPERATING	APRIL	MAY	JUNE	TOTAL
Fund 10 /1100				
Beginning Balance	\$3,955,130.19	\$3,450,226.03	\$3,163,236.41	\$3,955,130.19
Deposits	\$82,725.48	\$51,275.60	\$956,745.04	\$1,090,746.12
Interest	\$12,370.36	\$11,734.78	\$11,948.69	\$36,053.83
Withdrawals	\$600,000.00	\$350,000.00	\$700,000.00	\$1,650,000.00
ENDING BALANCE	\$3,450,226.03	\$3,163,236.41	\$3,431,930.14	\$3,431,930.14

DEBT SERVICE	APRIL	MAY	JUNE	TOTAL
Fund 20 /1105				
Beginning Balance	\$926,735.28	\$940,177.48	\$949,879.41	\$926,735.28
Deposits	\$10,106.67	\$6,244.86	\$11,321.59	\$27,673.12
Interest	\$3,335.53	\$3,457.07	\$745.07	\$7,537.67
Withdrawals	\$0.00	\$0.00	\$864,425.00	\$864,425.00
ENDING BALANCE	\$940.177.48	\$949.879.41	\$97.521.07	\$97.521.07



August 19, 2025

Mr. Bobby Pennington City of Piney Point Village 7660 Woodway, Suite 460 Houston, TX 77063

Re: Pay Estimate No. 1

Chuckanut Drainage and Paving Improvements Project

City of Piney Point Village HDR Job No. 10407577

Dear Mr. Pennington:

Enclosed please find one copy of the following items for the above referenced project:

1. On Par Civil Services, LLC - Pay Estimate No. 1.

The amount of the Pay Estimate No. 1 is \$16,661.25. The total billing for the project represents 1.91% of the contract amount. As of July 31, 2025 the contract time expended was 8.33%.

HDR Engineering, Inc. has reviewed this application and recommends payment of said application.

If you have any questions, please call me.

Sincerely,

HDR ENGINEERING, INC.

Aaron Croley, P.E., CFM

Project Manager

cc: Mr. Rogelio Munoz – On Par Civil Services, LLC

#### **APPLICATION FOR PAYMENT NUMBER: 1**

<b>PROJECT:</b>	Chuckanut Drainage	Chuckanut Drainage and Paving Improvements						
CONTRACTO	OR: On Par Civil Service	s LLC, 1220 Blalock Rd,S	uite 300, Houston, TX 77055					
OWNER:	City of Piney Point, 766	0 Woodway, Suite 460, Ho	ouston, Texas 77063					
OWNERS PROJECT NO:		ENC	ENGINEERS PROJECT NO:					
	PAY PERIOD	FROM: July 21, 2025	TO: July 31, 2025					
ORIGINAL O	CONTRACT SUM:			\$	970,993.00			
NET CHANG	GE BY CHANGE ORDEI	₹:		\$				
CONTRACT	<b>SUM TO DATE:</b>			\$	970,993.00			
INSTALLAT	IONS:			\$	18,512.50			
LESS 10% RI	ETAINAGE ON FIRST S	5400,000.00:		\$	1,851.25			
LESS 5% RE	TAINAGE:			\$				
LESS PREVI	OUS PAYMENTS:			\$				
AMOUNT DU	UE THIS APPLICATION	N:		\$	16,661.25			
ACCOMPAN	YING DOCUMENTATIO	N:	Engineer's Estimate N	Io. 1				
ENGINEER'S	CERTIFICATION:							
PAYMENT O	F THE ABOVE AMOUN	Γ DUE THIS APPLICATI	ON IS RECOMMENDED					
DATE:			HDR Engineering, Ir	nc.				
			Aaron Croley, P.E.					
			Project Manager					

APPLICATION AND CERTIFICATION FOR PAYMENT			AIA DOCUMENT G702 PAGE 1 OF 2		GE <u>1</u> OF <u>2</u>		
то:	HDR Engineering		PROJECT:	Chuckanut Drainage and Paving Improvements	APPLICATION NO:	1	Distribution to:
Owner:	City of Piney Point			mprovements	APPLICATION DATE:	7/31/25	X ARCHITECT X ENGINEER
A STATE OF THE STA	On Par Civil Services, I 1220 Blalock Road Suit Hou, Tx 77055		ARCHITECT: Engineer:	HDR Engineering	PERIOD FROM: PERIOD TO: PROJECT NO:	<b>7/21/25 7/31/25</b> 10407577	X CONTRACTOR
CONTRACT FOR: Chuckanut Lan					CONTRACT DATE:	May 27, 2025	
CONTRACTOR'S AP	PLICATION FO	OR PAYMENT		The undersigned Contractor	certifies that to the best of	of the Contractor's k	nowledge, information and
Application is made for payment, as Continuation Sheet, AIA Document  1. ORIGINAL CONTRACT SUM 2. Net Change by Change Orde 3. CONTRACT SUM TO DATE ( 4. TOTAL COMPLETED & STOR (Column G on G703)	G703, is attached. ers LINE 1 + 2)	ction with the Contract	970,993.00 0,00 970,993.00 18,512.50	belief the Work covered by the Contract Documents, that all Certificates for Payment were shown herein is now due.	ne Application for Paymer amounts have been paid	nt has been comple by the Contractor to eceived from the Ov	ted in accordance with the
RETAINAGE:     a. 10% of Completed V (Column D + E on G703)     b. 0% of Stored Mater (Column F on G703)     Total Retainage (Lines 5a + 5t Total in Colum I of G703      TOTAL EARNED LESS RETAIL (Line 4 Less Line 5 Total)      LESS PREVIOUS CERTIFICA	rial \$ b or \$ AINAGE		\$16,661.25	By: Eddie G Breedlove Project Manager  State of: Texas County of: Subscribed and sworn to before Notary Public: My Commission expires:	ore me on:		Date: 7/31/25
(Line 6 from Prior Certificate)			60	ARCHITECT'S CE	RTIFICATE FO	R PAYMEN	IT
CURRENT PAYMENT DUE     BALANCE TO FINISH, INCLU (Line 3 Less Line 6)	UDING RETAINAGE \$	954,331.75	\$ 16,661.25		act Documents, based or ifies to the Owner that to ork has progressed as inc	n on-site observation the best of the Arc licated, the quality of	ns and the data comprising the nitect's knowledge, of the Work is in accordance
CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS	AMOUNT CERTIFIED			\$
Total changes approved in previous months	s by Owner	\$0.00	\$0.00				
Total approved this Month		\$0.00	\$0.00	Application and on the Contir ARCHITECT:	nuation Sheet that are cha	anged to conform w	ith the amount certified).
	TOTALS	\$0.00	\$0.00				
NET CHANGES by Change O	Order		\$0.00	By:			Date:
				This Certificate is not negotia herein. Issuance, payment a or Contractor under this Cont	nd acceptance of paymer		only to the Contractor named dice to any rights of the Owner



DBA Blue Iron Technologies 281-602-6894 832-202-0288 billing@blueirontech.com

# **Bill To**

City of Piney Point Village 76660 Woodway Dr. #460 Houston, Texas 77063

# **Invoice**

Date	7/18/2025
Invoice #	320223
Terms	Net 30
P.O. No.	

Description	Qty	Rate	Serviced	Amount
Quote 4944				
PowerEdge R450 Server (2) Intel Xeon Silver 4309Y 2.8G, 8C/16T, 10.4GT/s, 12M Cache, Turbo, HT (105W) DDR4-2666 PERC H755 SAS Front Dual, Redundant(1+1), Hot-Plug Power Supply,1100W MM(100-240Vac) Titanium 16GB RDIMM, 3200MT/s, Dual Rank 1.92TB SSD SATA Read Intensive 6Gbps 512e 2.5in Hot-plug AG Drive, 1 DWPD ProSupport and Next Business Day Onsite Service Initial, 36 Month(s) T20250718.0038  Labor to configure and install will be billed actual time when install is complete.	1	12,510.47	7/18/2025	12,510.47

Subtotal	\$12,510.47
Sales Tax (0.0%)	\$0.00
Total	\$12,510.47
Payments/Credits	\$0.00
lance Due	4

**Balance Due** 

\$12,510.47



July 8, 2025

Bobby Pennington 7660 Woodway; Suite 460 Houston, Texas 77063

Re: Request for Payment – Ditch Cleaning Project

City of Piney Point, Texas HDR Job No. 10420849

Dear Mr. Pennington:

Please find the attached invoices for payment for the above-referenced project from Lone Star Tree Service. We have reviewed the invoices numbered #5984, # 5985, #5986, #5987, #5988, #5989, and #5990 and recommend payment in the total amount of \$35,600.00.

Please feel free to contact me at 713-622-9264 if you have any questions regarding this request.

Sincerely,

HDR Engineering, Inc.

John Peterson, P.E., CFM



Email: olveratrees@att.net

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	nv		ce
	1 I V	U	して

Date	Due Date	Invoice #
7/8/2025	8/7/2025	5984

Bill To

City of Piney Point Village 7660 Woodway, Suite 460 Houston, Texas 77063

P.O.# or Address

City of Piney Point Villa

	City of Pi	iney Point Villa
Description		Amount
Quail Creek Ditch		0.00
Clean up and haul off debris ( remove debris, broken branches map and meeting)	overgrown bushes, etc per site	8,500.00
We greatly appreciate your business!  For your convenience, we accept all major credit can	Subtotal Sales Tax (8.25%) ards. <b>Total</b>	\$8,500.00 \$0.00 \$8,500.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

Lone Star Tree Service P.O. BOX 138 TOMBALL, TX 77375 Invoice #

5984

**Total Invoice Due:** 

\$8,500.00



#### P.O. BOX 138 TOMBALL TX 77375 281-351-5006 Email: olveratrees@att.net

**Invoice** 

Date	Due Date	Invoice #
7/8/2025	8/7/2025	5985

Bill To City of Piney Point Village 7660 Woodway, Suite 460 Houston, Texas 77063

P.O.# or Address

City of Piney Point Villa

	City of F.	mey Point villa
Description		Amount
Quail Creek Ditch		0.00
Remove 2 large dead oak trees leaning towards property fences Clean up work area and haul off debris		0.00T 2,800.00
We greatly appreciate your business!  For your convenience, we accept all major credit cards.	Subtotal Sales Tax (8.25%) <b>Total</b>	\$2,800.00 \$0.00 \$2,800.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

**Lone Star Tree Service** P.O. BOX 138 TOMBALL, TX 77375 Invoice #

\$2,800.00

5985

**Total Invoice Due:** 



Invoice

Email: olveratrees@att.net

Date	Due Date	Invoice #
7/8/2025	8/7/2025	5986

Bill To

City of Piney Point Village
7660 Woodway, Suite 460
Houston, Texas 77063

P.O.# or Address

City of Piney Point Villa

		City of th	ney rome vina
Description			Amount
Woods Edge Ditch			0.00
Remove 2 large dead pine trees north of Wickwood bridge Remove large sycamore with rotten roots leaning towards s	traet		0.00T 0.00T
Remove 1 dead ash south of Wickwood bridge	treet		0.00T
Clean up work area and haul off debris			0.00T 4,800.00
	:	Subtotal	\$4,800.00
We greatly appreciate your business!	Sales Tax	(8.25%)	\$0.00
For your convenience, we accept all major credi	t cards.	Total	\$4,800.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

Lone Star Tree Service P.O. BOX 138 TOMBALL, TX 77375 Invoice # 5986

**Total Invoice Due:** 

\$4,800.00



Email: olveratrees@att.net

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Date	Due Date	Invoice #
7/8/2025	8/7/2025	5987

Bill To

City of Piney Point Village 7660 Woodway, Suite 460 Houston, Texas 77063

P.O.# or Address

City of Piney Point Villa

	City of F	Piney Point Villa
Description		Amount
Woods Edge Ditch		0.00
Clean up and haul off debris ( remove debris, broken branches, overgrap and meeting)	own bushes, etc per site	11,000.00
We greatly appreciate your business!  For your convenience, we accept all major credit cards.	Subtotal Sales Tax (8.25%) <b>Total</b>	\$11,000.00 \$0.00 \$11,000.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

Lone Star Tree Service P.O. BOX 138 TOMBALL, TX 77375 Invoice # 5987

**Total Invoice Due:** 

\$11,000.00



Email: olveratrees@att.net

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Date	Due Date	Invoice #
7/8/2025	8/7/2025	5988

Bill To

City of Piney Point Village
7660 Woodway, Suite 460
Houston, Texas 77063

P.O.# or Address

11110 Wickwood Dr

Description		Amount
Remove rootball about 8-10ft"		0.00T
No machine access all by hand		0.00T
Clean up work area and haul off debris		3,200.00
	Subtotal	\$3,200.00
We greatly appreciate your business!	Sales Tax (8.25%)	\$0.00
For your convenience, we accept all major credit cards.	Total	\$3,200.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

Lone Star Tree Service P.O. BOX 138 TOMBALL, TX 77375 Invoice # 5988

**Total Invoice Due:** 

\$3,200.00



Email: olveratrees@att.net

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Date	Due Date	Invoice #
7/8/2025	8/7/2025	5989

Bill To

City of Piney Point Village 7660 Woodway, Suite 460 Houston, Texas 77063

P.O.# or Address

11119 Meadowick

	11117	Wieadowick
Description		Amount
Remove fallen tree on top of neighbors deck		0.00T
Remove 2 fallen small trees by fence		0.00T
No machine equipment access, all by hand		0.00T
Clean up work areas and haul off debris		2,300.00
	Subtotal	\$2,300.00
We greatly appreciate your business!	Sales Tax (8.25%)	\$0.00
For your convenience, we accept all major credit cards.	Total	\$2,300.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

Lone Star Tree Service P.O. BOX 138 TOMBALL, TX 77375 Invoice #

5989

**Total Invoice Due:** 

\$2,300.00



Email: olveratrees@att.net

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Date	Due Date	Invoice #
7/8/2025	8/7/2025	5990

Bill To

City of Piney Point Village
7660 Woodway, Suite 460
Houston, Texas 77063

P.O.# or Address

11120 Meadowick

Description	Amount
Only clean up exposed parts of 2 large stumps on ditch about 10ft tall	3,000.00

Subtotal

\$3,000.00

We greatly appreciate your business!

For your convenience, we accept all major credit cards.

Sales Tax (8.25%)

\$0.00

Total

\$3,000.00

#### PLEASE DETACH AND RETURN WITH YOUR PAYMENT

**MAKE ALL CHECKS PAYABLE TO:** 

Lone Star Tree Service P.O. BOX 138 TOMBALL, TX 77375 Invoice #

5990

**Total Invoice Due:** 

\$3,000.00

# **Check Refund Request**

# (Temporary Certificate of Occupancy)

Date Request: 08/11/2025	Check Request Amount: \$25,000.00	Trans Code: Incode
Original Check Received Date: 03/10/2025	Original Check Processed Date: 03/11/2025	Property Address: 11302 Holidan Way Lane (New Single-Family Home)
Permit #: Incode; P# 19448	Applicant Name: John Neiderhofer	Applicant Contact Phone Number: (832) 327-0197 Cell Phone
Builder Contact Name and Address:	Original Resident Address:  Willaim and Elizabeth Kroger	*Notes: The resident paid the temp deposit by check. The builder
Thompson Custom Homes 1414 Woodvine Drive	14 Inwood Oaks Drive	applied for the Temporary Certificate of Occupancy. The Temporary Certificate of
Houston, Texas 77055	Houston, Texas 77024	Occupancy expired on May 1 <sup>st,</sup> 2025. The final As Built Topo was approved by HDR Engineering on June 20 <sup>th</sup> , 2025. The builder has completed all the construction requirements of the city. Refund to be issued back to the resident. Needs city council approval.
Builder Phone & E-Mail;	Resident Name William and Elizabeth Kroger	Notes: See attached letter on file.
Original Receipt Transaction Receipt: #00029937 Trans: # 110.0000 Term: 998 Ref#: Check Date: 03/11/2025 Time: 11:02 p.m. a.m.		Make Check Payable: William and Elizabeth Kroger 11302 Holidan Way Lane Houston, Texas 77024
Times alone print with	Check Date:	Account Number:
	Check Number:	Approved By:
Requested by : Annette Arriaga	Recommendation: Approval	Check Refund Amount \$25,000.00 Temp Certificate of Occupancy Deposit



# City of Piney Point Village

7660 WOODWAY DR., SUITE 460 HOUSTON, TX 77063

TELEPHONE (713) 782-0271 FAX (713) 782-0821

Monday, March 17th, 2025

Thompson Custom Homes 1414 Woodvine Road Houston, Texas 77055

RE: Temporary Certificate of Occupancy

Ref: 11302 Holidan Way Lane, Houston, Texas 77024. (City of Piney Point Village)

The City of Piney Point Village is issuing a Temporary Certificate of Occupancy, authorizing your occupancy of 11302 Holidan Way Lane before the completion of the final City checklist.

Your signature below indicates that you have agreed to complete all City requirements within the next (45) days. Specifically, you agree that the \$25,000 fiscal security posted to the city will serve as a security to the city that the following items will be completed no later than the end of the day, Monday, May 1st, 2025.

- Drainage Final
- Final As Built Topo
- Irrigation Final
- Memorial Village Water Authority Cleanout Approval
- Pool Final
- · Tree Final

Failure to comply with or complete any item on the City's checklist for occupancy by the agreed upon such time, will result in the city revoking the Temporary Certificate of Occupancy and levying a fine of \$2,000 per day, to be taken from the posted security.

By signing below, you are acknowledging that you have requested and been given a Temporary Certificate of Occupancy and failure to perform as agreed will result in the revocation of the Temporary Certificate of Occupancy.

Sincerely,

Robert Pennington

City Administrator/City of Piney Point Village

Agreed: (Builder) John Niederhofer

Agreed: (Resident) William Kroger



Tuesday April 29, 2025

Annette Arriaga Building Official City of Piney Point Village 7660 Woodway Dr, Suite 460 Houston, TX 77063

Re: 11302 Holidan Way Temporary CO Extension

Dear Ms. Arriaga,

We seek an extension of the Temporary Certificate of Occupancy for 11302 Holidan Way for the reasons set forth below.

On March 17<sup>th</sup>, on behalf of our clients, Bill and Elizabeth Kroger, we requested a Temporary Certificate of Occupancy from Piney Point Villages so that the Kroger's could move into their new home. During the later parts of construction, weather-related delays caused the exterior landscaping to fall very far behind schedule. Once the house itself was complete, the Kroger's completed the sale of their Hunter's Creek home and requested the temporary certificate of occupancy so that they could move into their new home and avoid moving twice. They could also be present to oversee the completion of the outstanding landscaping work.

Weather has improved and the landscape work has progressed over the last 45 days and will be concluded this week to allow the final survey to proceed on Monday May 5<sup>th</sup>. Once the survey is received and reviewed it will be submitted to the city to begin the formal review process.

We hope that this letter answers any questions you may have regarding the ongoing work aimed at promptly completing this project. Please do not hesitate to contact me if you have any questions.

Sincerely,

John Niederhofer Project Manager



June 20, 2025

Albert A Syzdek, Jr.
Probstfeld & Associates
515 Park Grove Drive, Suite 102
Katy, Texas 77450

Re:

**On-Going Services** 

As-Built Review of 11302 Holidan Way - Second Submittal

Piney Point Village, Texas HDR Job No. 10420850

Dear Mr. Syzdek:

We are in receipt of the As-Built Drainage Plan for the above referenced address, dated 6/6/2025. Based on the submitted elevations, as well as your review and statement that the plan conforms to the approved drainage plan, the City interposes no objection to the asbuilt drainage plan. Please note, this does not necessarily mean that the entire plans, including all supporting data and elevations, have been completely checked and verified. However, the plan is signed, dated, and sealed by both a Professional Land Surveyor and a Professional Engineer, both of which are registered to practice in the State of Texas, which therefore conveys their professional responsibility and accountability.

Please contact Ms. Annette Arriaga with the City of Piney Point Village at 713-782-0271 to obtain your approved As Built plan.

Sincerely,

HDR Engineering, Inc.

Aaron Croley, P.E., CFM

Maron Cooling

Project Engineer

cc: Annette Arriaga - City of Piney Point Village



# City of Piney Point Village

7660 WOODWAY DR., SUITE 460 HOUSTON, TX 77063

TELEPHONE (713) 782-0271 FAX (713) 782-0821

#### CITY OF PINEY POINT VILLAGE

**Certificate of Occupancy** 



#### 11302 HOLIDAN WAY LANE

This Certificate issued pursuant to the requirements of the Standard Building Code certifying that at the time of issuance, this structure was in compliance with the various ordinances of the Jurisdiction regulating building construction or use.

PROJECT #: 19448

OCCUPATION TYPE: NEW SINGLE-FAMILY

HOME

PROPERTY OWNER: WILLIAM AND ELIZABETH KROGER

BUILDER/CONTRACTOR NAME: THOMPSON CUSTOM HOMES

PROJECT COMPLETION DATE: JUNE 20, 2025

mette R. Seriaga

(APPROVED BY)

(DATE)

Annette R. Arriaga

**Development Services Director** 

#### **Piney Point Village Supplemental Budget Items**

#### Introduction:

This document outlines a supplemental budget request for FY2026 to address specific facility and operational needs that fall outside the regular annual budget. These items are intended to improve functionality, safety, and the overall professional appearance of city hall with a specific focus on long-term use.

#### **Item 1: City Hall Furniture**

Total cost: \$10,746

This request is for a coordinated set of furniture, including desks, cabinets, drawers, and conference tables, to replace the currently aging and mismatched furniture used by city staff. This purchase is intended to both increase productivity for staff by addressing storage and workspace needs in addition to improving aesthetic consistency throughout the office.

#### (3) 72 x 72" Downtown Office L-Desk, Gray - \$1,860.00



# (1) 72 x 78" Downtown Office L-Desk, Gray - \$760.00



# (1) 60 x 60" Downtown Office L-Desk, Gray - \$625.00



(1) 60 x 24" Downtown Office L-Desk, Gray - \$405.00



(1) 96 x 48" Downtown Conference Table - Powered, Gray - \$870.00



# (1) 60 x 24" Downtown Mobile Training Table, Gray - \$425.00



# (5) Downtown Storage Credenza, Gray - \$3,450.00



# (6) Downtown Mobile 3-Drawer Pedestal File, Gray - \$1,290.00



# (1) 68 x 78" Downtown Room Divider Starter Unit - \$590.00



Qt.	Product:	Price:
3	72 x 72" Downtown Office L-Desk, Gray	\$1,860.00
1	72 x 78" Downtown Office L-Desk, Gray	\$760.00
1	60 x 60" Downtown Office L-Desk, Gray	\$625.00
1	60 x 24" Downtown Office L-Desk, Gray	\$405.00
1	96 x 48" Downtown Conference Table - Powered, Gray	\$870.00
1	60 x 24" Downtown Mobile Training Table, Gray	\$425.00
5	Downtown Storage Credenza, Gray	\$3,450.00
6	Downtown Mobile 3-Drawer Pedestal File	\$1,290.00
1	68 x 78" Downtown Room Divider Starter Unit	\$590.00

Subtotal:	Shipping/Handling:	Total Price:
\$10,275	\$470.56	\$10,745.56

#### **Item 2: Court Clerk Intercom Speaker**

The court clerk's receptionist window currently lacks an intercom or speaker system, making it difficult for staff and visitors to communicate clearly through the protective glass. Installing a high-quality intercom system would allow for clearer, hands-free communication between the court clerk and the public.

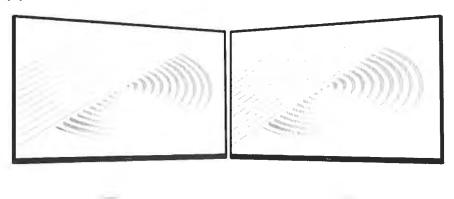
#### (1) Haventech Amplified Speak-thru Intercom Speaker - \$1,150.00



#### **Item 3: Dual Monitors**

The administrative assistant currently works with a single monitor, which limits screen space and increases time spent between duties. Providing a dual-monitor setup will allow the administrative assistant to multitask more efficiently and assist in communication between city hall and residents.

#### (1) Dell 24 Plus Monitor - S2425HS Dual Monitor Bundle - \$279.98



### **Summary of Requested Items:**

These supplemental items carry significant long-term value by improving the environment, efficiency, and customer service within City Hall. Each request directly supports staff performance and the city's commitment to operating in a professional and resident-focused manner.

Item Description:	Price:
Office Furniture Set	\$10,745.56
Reception Intercom Speaker	\$1,150.00
Dual Monitors	\$279.98

Total:	\$12,175.54
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TO: Mayor and Members of the City Council

FROM: R. Pennington, City Administrator

M. Rohde, Councilmember

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action to authorize landscape architect services

for a designated beautification committee project.

#### Agenda Item: 15

The Beautification Committee has identified South Piney Point Road as the "kick-off" project for City beautification efforts. To initiate design and planning, the Committee requests authorization to engage professional landscape architect services, utilizing funds from the FY 2025 budget.

The requested authorization is for an amount not to exceed \$50,000, which will cover conceptual design, planning, and related services necessary to begin implementation of the project. These funds will also be used to direct the landscape architect to finalize and codify the City's official Landscape Design Standards, based on past projects and identified future goals in the form of a "deliverable manual". The manual will include specific plant and tree species, hardscapes and other design aesthetics, such as planting for pollinators and area wildlife.

#### Fiscal Impact:

Up to \$50,000 from the 2025 approved budget. Line Item 10-560-5515 is currently budgeted at \$100,000.

#### **Recommended Action:**

This item is presented for the City Council's consideration and action.

TO: Members of the City Council

FROM: R. Pennington, City Administrator

MEETING DATE: August 25, 2025

SUBJECT: Consideration and possible action on approving a contribution payment

under the Joint Participation Interlocal Agreement with Harris County for

improvements to traffic signals at Memorial Drive intersections.

#### Agenda Item: 16

This item is in regard to a joint participation project between the City of Piney Point Village and Harris County to improve traffic signals at the following intersections:

- ▶ Memorial Drive / Blalock Road
- Memorial Drive / Piney Point Road
- Memorial Drive / San Felipe Drive

The city approved funding for signal upgrades; however, Harris County has stated the total project costs now exceed its \$1.5 million allocation, totaling approximately \$1,973,854.20. This leaves the city responsible for an additional \$473,854.20 to proceed. The County has requested confirmation of the City's funding to keep construction on schedule for Q1 2026. The improvements will include ornamental signal masts in line with City standards, and no additional infrastructure investment is required for Phase 1.

#### **Fiscal Impact:**

The city's estimated cost share is \$473,854.20, which will be funded in addition to the County's contribution. The City has included this in its capital programming and requests that Harris County consider payment timing options to align funding with project progress.

#### **Attachments:**

Draft Interlocal Agreement with Harris County

#### **Recommendation:**

This item is recommended for council approval with the proposed motion:

"I move that the City Council approve the Joint Participation Interlocal Agreement with Harris County for traffic signal improvements at Memorial Drive/Blalock Road, Memorial Drive/Piney Point Road, and Memorial Drive/San Felipe Drive, and authorize the City's funding contribution in the amount of \$473,854.20, subject to final agreement review."

#### JOINT PARTICIPATION INTERLOCAL AGREEMENT

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

#### **RECITALS**

WHEREAS, it is of mutual benefit to both Parties to construct improvements to traffic signals in and around Memorial Drive at Blalock Road, Memorial Drive at Piney Point Road and Memorial Drive at San Felipe Drive ("Project") as generally illustrated on Exhibit A attached hereto and incorporated herein by reference;

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

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

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

#### **TERMS**

#### Section 1. Responsibilities of the Parties

#### A. County's Responsibilities

- (i) The County will provide or cause to be provided, engineering services and related support services necessary to prepare plans, specifications, and estimates ("PS&E") for the construction of the Project.
- (ii) The County shall be responsible for obtaining all necessary permits and jurisdictional approvals for construction of the Project.
- (iii) Upon completion of the PS&E the County will submit the PS&E to the City for review and approval.
- (iv) The County will place this segment of Memorial Drive on the County road log temporarily for design and construction purpose. Upon completion of the project the County will remove this segment of Memorial Drive from the County road log.

- (v) The County will obtain the Service Outlet Location from CenterPoint and provide it to City of Piney Point to establish the power service.
- (vi) Upon approval by the City of the PS&E, the County will advertise for and receive bids for construction of the Project, in a manner similar to that of other County projects.
- (vii) Upon receipt of bids for the construction of the Project the County shall:
  - (a) Determine the lowest and best bidder and provide the bids to the City with its recommendation for award of the construction contract to such lowest and best bidder, as determined by the Harris County Commissioners Court; and
  - (b) Provide an invoice to the City for their cost share percentage for construction of the Project in accordance with Section 2 of this Agreement.
- (viii) Upon award of a contract for construction of the Project, the County will:
  - (a) Manage and inspect the construction of the Project in a manner similar to that of other County construction projects; and
  - (b) Through its contractor, construct the Project in accordance with the PS&E approved by the City. The County may make minor changes in the PS&E through change(s) in contract ("CIC") that the County deems to be necessary or desirable during the construction of the Project, so long as the original scope and intent of the Project is maintained.
- (ix) Upon completion of the construction of the Project, the County shall:
  - (a) Provide an opportunity for the City to participate in a final walk-through and preparation of a punch list in regards to the construction of the Project; and
  - (b) Provide a statement of final accounting to the City detailing all construction costs incurred and identify amount(s) to be invoiced or refunded to the City; and
  - (c) When the City has accepted the Project and punch list items are complete, then the contractor's warranty will be transferred to the City.

#### B. City's Responsibilities

(i) City will review the PS&E provided by the County and provide its approval within ten (10) business days. Should the City desire to make changes to such PS&E, the

Parties agree to meet and resolve all issues within ten (10) business days of the City's receipt of the PS&E in order to finalize an agreed upon PS&E for the Project. If the City does not provide a response on the PS&E provided by the County within ten (10) business days from its receipt of the PS&E, then the PS&E submitted to the City by the County will be deemed approved.

- (ii) Upon receipt of the bids and award recommendation from the County for construction of the Project, the City will:
  - (a) Review the bids and provide concurrence for award of the construction contract to such lowest and best bidder within five (5) business days from receipt of the recommendation from the County. If the City does not provide a response on the construction contract award recommendation within five (5) business days from its receipt of the recommendation from the County, then the recommendation submitted to the City will be deemed approved; and
  - (b) Remit payment to the County for the City Funding Share for construction of the Project in accordance with Section 2 of this agreement.
- (iii) The City will be responsible for ensuring that power source for the traffic signals are transferred under the City's name.
- (iv) Upon completion of the Project, the City shall assume full responsibility for the ongoing maintenance and repairs of the Project.

#### **Section 2. Funding of the Project**

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

- A. The County agrees to provide up to \$500,000.00 of the cost necessary for each individual traffic signal (up to 3 traffic signals) of the Project. The City will fund all remaining costs associated with each traffic signal after the \$500,000.00 amount from the County has been exceeded. ("City Funding Share") as generally illustrated on Exhibit A attached hereto and incorporated herein by reference.
- B. The City agrees to provide payment of the City Funding Share to the County within fourteen (14) business days of receipt of the invoice for the Project.
- C. Parties agree that any construction costs incurred during the construction of the project or other work to be performed under this Agreement in excess of the construction contract award amount may be funded by the City.

#### **Section 3. Term and Termination**

- A. This Agreement shall commence upon final execution by all the Parties (the "Effective Date") and shall remain in full force and effect until the completion of construction of the Project or the County's receipt of all payments due from the City under this Agreement, whichever occurs later ("Term").
- B. This Agreement may be terminated by the County before award of the construction contract and at any time by mutual written consent of the Parties, or as otherwise provided under this Agreement.

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

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

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

- A. <u>Non-Assignability</u>. The County and the City bind themselves and their successors, executors, administrators, and assigns to the other Party of this Agreement and to the successors, executors, administrators, and assigns of such other Party, in respect to all covenants of this Agreement. Neither the County nor the City shall assign, sublet, or transfer its interest in this Agreement without the prior written consent of the other Party
- B. <u>Notice</u>. Any notice required to be given under this Agreement ("Notice") shall be in writing and shall be duly served when it shall have been (a) personally delivered to the address below, (b) deposited, enclosed in a wrapper with the proper postage prepaid thereon, and duly registered or certified, return receipt requested, in a United States Post Office, addressed to County or the City at the following addresses:

City: Robert Pennington, City Administrator

City Of Piney Point Village 7676 Woodway Dr Suite 300

Houston, Tx 77063 cityadmin@pineypt.org

Additional Contact: Jose J. Gomez (jgomez@pineypt.org)

County: Harris County Engineering Department

1111 Fannin Street, 11th Floor

Houston, Texas 77002

Attention: Interagency Agreement Coordinator

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

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

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

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

- (2) The Parties agree that no provision of this Agreement extends the County's liability beyond the liability provided in the Texas Constitution and the laws of the State of Texas.
- (3) Neither the execution of this Agreement nor any other conduct of either Party relating to this Agreement shall be considered a waiver by the County of any right, defense, or immunity on behalf of itself, its employees or agents under the Texas Constitution or the laws of the State of Texas.
- G. <u>Applicable Law and Venue</u>. This Agreement shall be governed by the laws of the State of Texas and the forum for any action under or related to the Agreement is exclusively in a state or federal court of competent jurisdiction in Texas. The exclusive venue for any action under or related to the Agreement is in a state or federal court of competent jurisdiction in Houston, Harris County, Texas.
- H. <u>No Binding Arbitration; Right to Jury Trial</u>. The County does not agree to binding arbitration, nor does the County waive its right to a jury trial.

#### I. Contract Construction.

- (1) This Agreement shall not be construed against or in favor of any Party hereto based upon the fact that the Party did or did not author this Agreement.
- (2) The headings in this Agreement are for convenience or reference only and shall not control or affect the meaning or construction of this Agreement.
- (3) When terms are used in the singular or plural, the meaning shall apply to both.
- (4) When either the male or female gender is used, the meaning shall apply to both.
- J. <u>Recitals</u>. The recitals set forth in this Agreement are, by this reference, incorporated into and deemed a part of this Agreement.
- K. <u>Entire Agreement; Modifications</u>. This Agreement contains the entire agreement between the Parties relating to the rights herein granted and the obligations herein assumed. This Agreement supersedes and replaces any prior agreement between the Parties pertaining to the rights granted and the obligations assumed herein. This Agreement shall be subject to change or modification only by a subsequent written modification approved and signed by the governing bodies of each Party.
- L. <u>Severability</u>. The provisions of this Agreement are severable, and if any provision or part of this Agreement or the application thereof to any person, entity, or circumstance shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such provision or part of this Agreement to other persons, entities, or circumstances shall not be affected thereby.

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

HARRIS COUNTY	CITY OF PINEY POINT VILLAGE
By:	By:
Lina Hidalgo	Mark Kobelan,
County Judge	Mayor of City of Piney Village
APPROVED AS TO FORM:	ATTEST
CHRISTIAN D. MENEFEE	
County Attorney	By:
, ,	Secretary
By:	
Philip Berzins	
Assistant County Attorney	

CAO File No.: 22GEN4250

#### ORDER OF COMMISSIONERS COURT

	The Commissioners Court of Harris Cout the Harris County Administration Build, with all members.	ling in the (	County	_	_
	A quorum was present. Among other b	usiness, the	e follow	ing was trans	acted:
AG VI ARO	ER AUTHORIZING EXECUTION OF GREEMENT BETWEEN HARRIS CO LLAGE TO CONSTRUCT IMPROVE UND MEMORIAL DRIVE AT BLALO POINT ROAD AND MEMORIAL DR RELATED APPURTENANCES I	UNTY AN EMENTS OCK ROA IVE AT S	ND THI TO TR ND, ME AN FE	E CITY OF I AFFIC SIGN MORIAL DI LIPE DRIVI	PINEY POINT NALS IN AND RIVE AT PINEY E AND ALL
	Commissioner	introduc	ed an oi	der and move	ed that
motio	Commissioner	ssioner	ith it the	adoption of	seconded the the order,
		Yes	No	Abstain	
	Judge Lina Hidalgo				
	Comm. Rodney Ellis				
	Comm. Adrian Garcia				
	Comm. Tom S. Ramsey,	<b>P.E.</b> □			
	Comm. Lesley Briones				
and th	The County Judge thereupon announced at the order had been duly and lawfully a			•	•
	IT IS ORDERED THAT:				
1.	The Harris County Judge is authorized a Joint Participation Interlocal Agreement Village to construct improvements to Blalock Road, Memorial Drive at Pine Drive and all related appurtenances in H	between H traffic sign by Point Ro	farris Co nals in a pad and	ounty and the cand around Memorial D	City of Piney Point Memorial Drive at
2.	All Harris County officials and employed necessary or convenient to accomplish to			-	all things



# PROPOSED BUDGET

**BUDGET WORKSHOP #2** 

August 25, 2025

# **TAX RATE & NOTICE REQUIREMENTS**

Proposed property tax rate for 2025 (FY 2026 Budget) per Texas Tax Code Section 26.04.

 Proposed Tax Rate:
 \$0.255140
 per \$100

 No-New-Revenue Tax Rate:
 \$0.250449
 per \$100

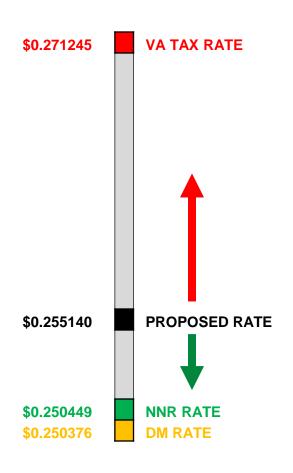
 Voter-Approval Tax Rate:
 \$0.271245
 per \$100

 De Minimis Rate:
 \$0.250376
 per \$100

# **Truth-in-Taxation Definitions and Public Hearing Requirements**

- No-New-Revenue Tax Rate: Generates the same total revenue as the previous year on the same properties.
- <u>Voter-Approval Tax Rate</u>: Maximum rate the city can adopt without triggering an automatic election.
- <u>De Minimis Rate</u>: Allows small cities (under 30,000 population) to raise \$500,000 in M&O revenue plus debt service needs.

# TAX RATE & NOTICE REQUIREMENTS



Because the **Proposed Rate of \$0.255140** is:

- 1. Above the No-New-Revenue Tax Rate, and
- 2. Above the De Minimis Rate, but
- 3. Below the Voter-Approval Tax Rate,

The City must hold **one public hearing** and publish the **Notice of Public Hearing on Tax Increase.** 

Voters may petition for a rollback election if the adopted rate is higher than the de minimis rate but does not exceed the voterapproval rate.

# **TAX RATE & LEVY IMPACT**

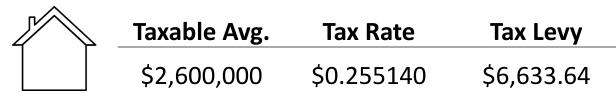
# **Property Valuation Comparison**

Tax Year	Fiscal Year	Taxable Value	Change
2024	FY25	\$3,135,560,697	
2025	FY26	\$3,466,778,191	\$331,217,494

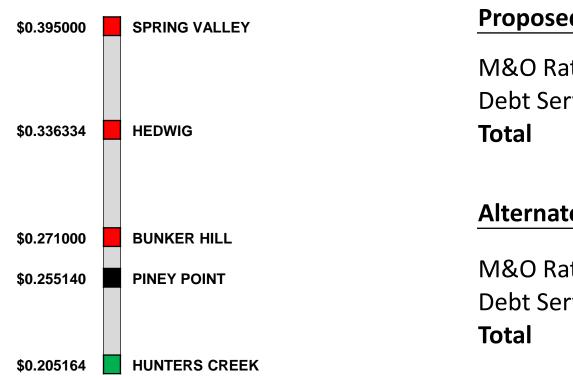
# **Proposed Rate**

Total	\$0.255140
Debt Service (I&S)	\$0.012877
M&O Rate	\$0.242263

The estimated average taxable value per residence likely falls between \$2.5 million and \$2.75 million. Considering listing and appraised values, a midpoint around \$2.6 million is a reasonable working estimate.



# TAX RATE COMPARISON



Proposed Rate	
M&O Rate	\$0.242263
Debt Service (I&S)	\$0.012877
Total	\$0.255140
	ψσ.23210
Alternate Rate	<b>40.2332</b> 10
	\$0.237123
Alternate Rate	· 

The city may accumulate excess reserves beyond its operational needs. However, a significant cut in the tax rate can commit the city to lower ongoing revenues, which might not support long-term service levels. Residents of Hunters Creek and Piney Point are subjected to overlapping taxes from the Water Authority at \$0.023929.

### **TAX RATE & LEVY IMPACT**

### **Alternative Rate Scenario: \$0.25000 Combined Rate**

Assuming the debt rate remains at \$0.012877, the M&O rate would be reduced to \$0.237123.

Proposed Rate		Alternate Rate		
M&O Rate	\$0.242263	M&O Rate	\$0.237123	
Debt Service (I&S)	\$0.012877	Debt Service (I&S)	\$0.012877	
Total	\$0.255140	Total	\$0.250000	

**Taxable Value:** \$3,466,778,191

Scenario	Rate	Levy @ 100%	Rate Change	Levy Change
<b>Current Proposed Rate</b>	\$0.255140	\$8,845,138	_	_
Half-Cent Reduction	\$0.250140	\$8,671,799	(\$0.005000)	(\$173,339)
Alternate Scenario	\$0.250000	\$8,666,946	(\$0.005140)	(\$178,192)

The estimated average taxable value on \$2.6 million.



Rate	Levy
\$0.255140	\$6,633.64
\$0.250000	\$6,500.00
Change:	\$133.64

### **TAX RATE & LEVY IMPACT**

### **CONSIDERATIONS FOR DEBT SERVICE RATE**

Debt Service has a restricted cash balance that was originally raised through Property Tax for the debt service obligation. It is recommended that the retained cash in Debt Service be applied towards the remaining annual debt payments, thus lowering Debt Service.

Proposed Rate		Proposed Rate - De	bt Cash
M&O Rate	\$0.242263	M&O Rate	\$0.245830
Debt Service (I&S)	\$0.012877	Debt Service (I&S)	\$0.009310
Total	\$0.255140	Total	\$0.255140
Alternate Rate		<b>Alternate Rate - Del</b>	ot Cash
M&O Rate	\$0.237123	M&O Rate	\$0.240690
D 1 1 0 1 (10 0)	<b>▼</b>		_
Debt Service (18.5)	\$0.012877	Debt Service (I&S)	\$0.009310

### **TAX RATE & LEVY IMPACT**

### **TEXAS HOUSE BILL 73**

HB 73 would amend the Local Government Code to place strict limits on annual expenditures for all political subdivisions—including cities and counties—based on inflation and statewide population growth. Specifically:

- Caps spending to the greater of last year's total expenditures or an inflation/population-adjusted amount.
- Exceeding the cap needs voter approval or a disaster exception.
- Certain revenue sources, like voter-approved bonds, are excluded.
- The Legislative Budget Board will publish the allowable growth rate by January 31 each year.

The current bill draft does not set a population threshold, limiting its application to large cities. In contrast, HB 73 applies to "a political subdivision," which includes cities of all sizes.

### **DEBT SERVICE**

	FY24	FY25	FY25	FY26
	Actual	Budget	<b>Projected</b>	<b>Proposed</b>
Revenue / Tax	\$900,270	\$902,719	\$902,719	\$320,775
Expend / Debt	\$884,200	\$881,325	\$881,325	\$444,425
Over / (Under)	\$16,070	\$21,394	\$21,394	(\$123,651)
Fund Balance -Ending		_	\$234,757	\$111,107

- Revenues at \$320,775, mainly from property taxes (\$301,729) and interest income (\$19,046).
- Expenditures were \$444,425, primarily for bond principal (\$425,000) and debt interest (\$19,425).
- This results in a planned shortage of \$123,651 for FY26, intentionally reducing excess reserves.

### **DEBT SERVICE**

### **DEBT MATURITY SCHEDULES**

Fiscal Year	Principal	Interes
SERIES 2015 GENE	RAL OBLIGATION	A ROND2

Fiscal Year	Principal	Interest	Total
FY2026			
FY2027			
FY2028			
FY2029			
FY2030			
FY2031			
FY2032			
FY2033			
FY2034			
FY2035		J	
FY2036			
FY2037			
Total	-	-	-

#### SERIES 2017 GENERAL OBLIGATION BONDS

Fiscal Year	Principal	Interest	Total
FY2026	425,000	19,425	444,425
FY2027	435,000	6,525	441,525
FY2028			
FY2029			
FY2030			
FY2031			
FY2032			
FY2033			
FY2034			
FY2035			
FY2036			
FY2037			
Total	860,000	25,950	885,950

- The remaining debt service cash reserves will be utilized in fiscal year 2027 to fully settle the final debt obligation.
- The city does not expect to need debt, as it will use maintenance and operations (M&O) funds to support pay-as-you-go capital programming.

### **DEBT SERVICE FUND**

### LIST OF PROPOSED CHANGES FROM THE PROPOSED FILED

	FY25 PROJECTED	FY26 PROPOSED	DATE OF CHANGE
Preliminary (Filed) Revenues:	\$902,719	\$320,775	
Changes to Preliminary Revenues:			
1 Change I&S Rate (\$0.009310)		\$21,028	08/13/25
2 Interest Revenue		(\$9,046)	08/13/25
Total Revenue Changes:	\$0	\$11,982	
Total Revenue with Changes:	\$902,719	\$332,757	

### **DEBT SERVICE FUND**

### LIST OF PROPOSED CHANGES FROM THE PROPOSED FILED

	FY25 PROJECTED	FY26 PROPOSED	DATE OF CHANGE
Preliminary (Filed) Expenditures:	\$881,325	\$444,425	
Changes to Preliminary Expenditures:			
1 Fiscal Agent Fees	\$0	\$5,000	08/13/25
Total Change in Expenditures:	\$0	\$5,000	
Total Expenditures with Changes:	\$881,325	\$449,425	
Net Revenues Over/(Under) Expenses	\$21,394	(\$116,668)	
Beginning Fund Balance Ending Fund Balance	213,363 <b>\$234,757</b>	234,757 <b>\$118,089</b>	

### **GENERAL FUND**

	FY24	FY25	FY25	FY26
	Actual	<b>Budget</b>	<b>Projected</b>	<b>Proposed</b>
Revenue	\$9,399,849	\$9,337,577	\$9,855,088	\$9,663,875
Expenditures	\$8,810,649	\$10,987,967	\$10,997,779	\$9,663,875
Over / (Under)	589,199	(1,650,390)	(1,142,691)	0
Fund Balance - Ending		_	\$5,094,926	\$5,094,926

- The FY26 budget projects revenues of \$9,653,863, up 3.4% from FY25.
- Total expenditures are set at \$9.66 million, with \$5.78 million allocated for public services like police, fire, and sanitation.
- Contracts, administrative, court, and public works expenses total \$2.74 million.
- Non-operating expenses for capital programs in streets, drainage, and infrastructure are proposed at \$1.15 million.

### **GENERAL REVENUE**

### **KEY HIGHLIGHTS:**

- <u>Permit</u>: FY25 is projected at \$780,447, boosted by post-storm activity and Kinkaid School projects. FY26 is proposed at \$529,100, a 32.21% decrease, reflecting normal levels.
- <u>Court</u>: FY25 is projected to exceed the original budget by over \$32,283 due to increased citation/collection activity. The FY26 proposed revenue of \$143,562 is lower than the FY25 projection, reflecting a conservative expectation of court revenue performance.
- <u>Alarm</u>: The FY25 budget was initially set at \$23,500; now revised to a to \$21,015. It is recommended that the permit be eliminated, as the MVPD will assume alarm information directly (as in BHV and HCV), and authorized staff will have access to contact information.
- <u>Ambulance Billing</u>: VFD plans to directly allocate our ~\$79K to cover vehicle replacements, identified as capital funding within their budget.

### **KEY HIGHLIGHTS:**

- MVPD: The police budget includes increased personnel and operational costs aimed at improving community service and retaining staff. The total budget for FY26 is \$8,680,494, with Piney Point Village's contribution totaling \$2,860,165.
- <u>Sanitation</u>: GFL Environmental has increased the per-household service rate by 4.88%, in line with nationwide CPI trends. GFL has reduced its fuel surcharge from 3% to 2%. However, these changes go into effect mid-year, and FY26 includes a projected increase for the latter half of FY26.
- **VFD**: The fire budget totals \$10.9M, with \$10.6M allocated as assessments to the member cities that support a necessary increase in personnel, capital expenditures, and operating expenses. Piney Point's contribution totals \$2,223,438, which is a 21% share of the contribution requirement.

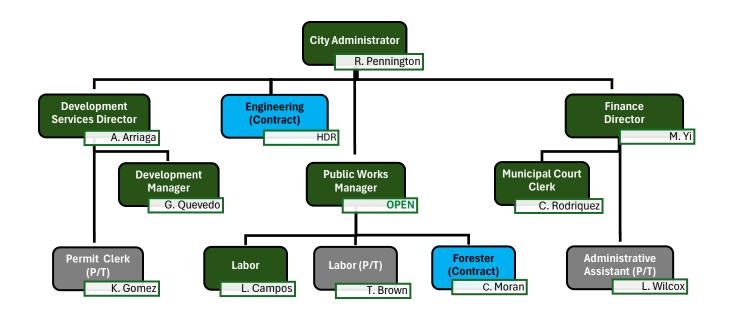
### **KEY HIGHLIGHTS (continued):**

- <u>Contract Services</u>: The FY26 Proposed Budget for the Contract Service Division is \$507,000, with increases for Engineering and legal services.
- <u>Building Services</u>: Division is \$368,700, a modest increase from FY25 Projected, but a significant change from FY25 Budget. Notable adjustments include an increase for Drainage, Electrical, Structural, and Plumbing Inspections due to higher service demand. The Urban Forester line includes up to a \$5K increase to support contractual services. Office supplies and technology expenditures remain level. Credit card service fees are consistent with previous years.
- <u>Municipal Court</u>: Division proposes a \$46,137 budget, an increase from prior years to cover costs for the Judge, Prosecutor, and Interpreter. Credit card processing fees are consistent with the growing use of cards. Supplies and office supplies remain minimal.

### **KEY HIGHLIGHTS (continued):**

- Administrative Services: Division expenses increase from \$264,601 in FY24 to \$304,084 in FY26, driven by new lease costs (\$160,684), higher IT services (\$45,000), and extra professional support (\$5,000). Wages and benefits rose to \$1.04 million in FY26 due to new positions, salary adjustments, retirement contributions, and payroll taxes needed to attract and retain staff. Gross wages increase to \$774,683, with the potential for an additional increase of up to 3% based on employee performance. Projected health insurance expenses for FY26 are expected to reach \$91,027, marking a potential 15% increase to account for rate hikes after the budget approval. Any savings will return to the fund balance at year-end.
- <u>Public Works</u>: Division budget is proposed at \$342,330. The total is lower than FY25's amended budget, reflecting a return to typical operational levels after one-time capital equipment costs in FY25. Maintenance and repair remain the largest category at \$338,330.

### **ORGANIZATION CHART**



The illustrated chart presents the current organizational structure for Piney Point Village. Full-time employees are denoted in Green, part-time employees are shown in gray, and contract personnel are represented in blue.

## **EMPLOYEE SALARY/WAGES**

The FY26 Budget includes a proposed general wage increase for city employees to maintain competitive pay, retain experienced staff, and address the rising cost of living.

- A 3% increase is included in the proposed budget, and final increases are subject to council approval, as a review of inflationary factors will occur at that designated time.
- Some area cities choose to utilize merit-based salary increases to replace or add to COLA increases in order to reward employees for their performance or increased responsibilities.

CITY	COLA	MERIT
Baytown	4%	
Bunker Hill	3%	3%
Deer Park	1.2 - 1.8%	3% STEP
Hitchcock	3%	
Huntsville	1.5 - 2%	
La Porte	3%	
League City	2%	2%
Mont Belvieu	3%	3% STEP
Morgan's Point	3%	3%
Pasadena	2 - 2.5%	
Seabrook		3% STEP
Southside Place	2-3%	2-3%
Tomball	3%	3%

### **Capital Project Funding:**

The city has \$3M allocated for FY25 improvements. The Windermere Outfall Repair Project is 75% designed and expected to be completed by August. Construction for the city-wide point repair project will begin in late FY25. The Chapelwood Court Drainage Project is in the bidding phase and is anticipated to begin in FY25. Calico Lane and Oaklawn Ditch Improvements are nearly complete, pending invoicing. Plans for a left-turn lane at Kinkaid School await a traffic study update. Construction on Chuckanut Drainage and Paving Improvements has started. Ongoing replacements of traffic signals on Memorial Drive are progressing.

	FY24	FY25	FY25	FY26
	Actual	Budget	Projected	Proposed
Capital Projects	\$1,153,262	\$3,009,490	\$3,009,490	\$1,148,581

Non-Allocated Cash: \$2,966,102 **Total Available:** \$4,114,683

## **CAPITAL PROGRAMS**

Program/Project	FY2025 Projected	FY2026 Proposed
Scheduled CIP		
Bayou Debris Removal	40,000	0
Blalock Point Repairs	75,000	0
Calico Lane Drainage Improvements	17,000	0
Chapelwood Court Drainage	255,000	0
Chuckanut Drainage & Paving	1,000,000	170,000
City-Wide Point Repair	865,450	0
Engineering Services - Other	25,000	25,000
Kinkaid Intersection (School Funded)	0	0
METRO Memorial (Greenbay-San Felipe)	0	0
Paving Improvements Project - 2023	693,000	0
School Zones Signs	11,000	0
Shadow Way Drainage	15,000	500,000
South Piney Point Road Improvements	17,000	0
Street Condition Assessment	30,000	0
Traffic Signal Participation - Harris Co.	475,000	25,000
Windermere Outfall (V2)	160,050	1,067,000
	\$3,678,500	\$1,787,000

The capital items listed are currently under review and will be assessed for further evaluation.

### **CAPITAL PROGRAMS**

Program/Project	FY2025 Projected	FY2026 Proposed	
Proposed CIP			
Country Squire Drainage Outfall	0	TBD	
Jamestown Drainage	0	TBD	
Landscape - S. Piney Point Rd.	0	TBD	
Landscape - San Felipe Esplanade	0	TBD	
Soldiers Creek HCFCD	0	TBD	
Future Capital Programs/Other	0	1,213,000	
	<b>\$0</b>	\$1,213,000	
Scheduled CIP (prior slide)	\$3,678,500	\$1,787,000	
Total CIP Determined:	\$3,678,500	\$3,000,000	

## **GENERAL FUND**

### LIST OF PROPOSED CHANGES FROM THE PROPOSED FILED

	FY25 PROJECTED	FY26 PROPOSED	DATE OF CHANGE
Preliminary (Filed) Revenues:	\$9,855,088	\$9,663,875	
Changes to Preliminary Revenues:  1 Adjust Property Tax (M&O = 0.24069)		\$788,822	08/13/25
Total Revenue Changes:	\$0	\$788,822	
Total Revenue with Changes:	\$9,855,088	\$10,452,697	

## **GENERAL FUND**

### LIST OF PROPOSED CHANGES FROM THE PROPOSED FILED

	FY25 PROJECTED	FY26 PROPOSED	DATE OF CHANGE
Preliminary (Filed) Expenditures:	\$10,997,779	\$9,663,875	
Changes to Preliminary Expenditures:			
1 Proposed Capital-Supplemental Base		\$1,851,419	08/13/25
Total Change in Expenditures:	\$0	\$1,851,419	
Total Expenditures with Changes:	\$10,997,779	\$11,515,294	
Net Revenues Over/(Under) Expenses	(\$1,142,691)	(\$1,062,598)	
Beginning Fund Balance Ending Fund Balance	\$6,237,617 <b>\$5,094,926</b>	\$5,094,926 <b>\$4,032,328</b>	

## PROPOSED REQUESTS



**Bucket Truck** –The proposal is to share the cost of a used bucket truck among the three villages for police use, specifically for Automated License Plate Recognition (ALPR) and cameras, as well as for tree trimming during disasters or as needed.

**Speed Trailer** – The proposal is to purchase a speed trailer, specifically for Piney Point use at ~\$15K.



### **BUDGET CALENDAR TIMELINE – FY26**

Friday, July 25, 2025 Admin files Proposed Budget, Appraiser delivers Certified Roll.

**Monday, August 4, 2025** Admin submits no-new-revenue and voter-approval tax rates.

Wed, August 13, 2025 Budget Workshop #1.

Monday, August 25, 2025 Budget Workshop #2

Budget Workshop #2.

Monday, September 1, 2025 Labor Day

Wed, September 3, 2025 Send notice of Tax Hearing and Budget Hearing

**Wed, September 10, 2025** Publish notice of Tax Hearing and Budget Hearing

Wed, September 24, 2025 Tax Hearing, Budget Hearing, Adoption

### **FY26 PROPOSED BUDGET**

## **QUESTIONS**



TO: City Council

VIA: Beautification Committee

DATE: August 25, 2025

SUBJECT: Discussion of the Beautification Committee's Strategic Development Plan.

### Workshop Item: E

The Committee, tasked with enhancing Piney Point Village's image and community spaces, is developing a five-year strategic plan to guide Council decisions on public-facing projects. Their mission is to create visually appealing and safe environments that foster community pride and engagement.

#### Mission/Vision:

Strategy 3-B, which aims to develop a comprehensive landscape plan for public spaces.



# COMMITTEE MEMBERS

Michael Phillips, Chair David Andrew Jim Cole Britton Holland Jen McDonald Martha White
Cary Moran, City Forester
Margaret Rohde, Councilman

Aliza Dutt, Mayor

**Bobby Pennington, City Manager** 

A very special "THANK YOU" to former City Councilman Randhir Sahni, for providing his expertise in strategic planning and urban development, and guiding the Committee through this process over the course of the last six months.



# URBARI LARIDSCAPIRE

Urban landscaping is more than an effort to beautify our city streets and spaces — it's essential to our city's operation. It should project a strong, intentional image through its visual appeal, of our connections to each other and to our natural environment. It should project a feeling of safety, pride and community.

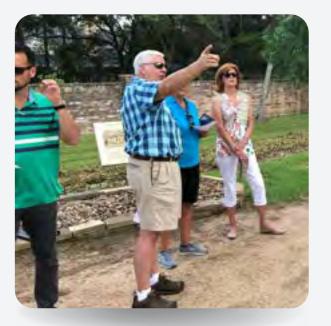


# What feelings and images come to mind when you think about the City of Piney Point Village?









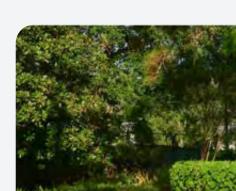










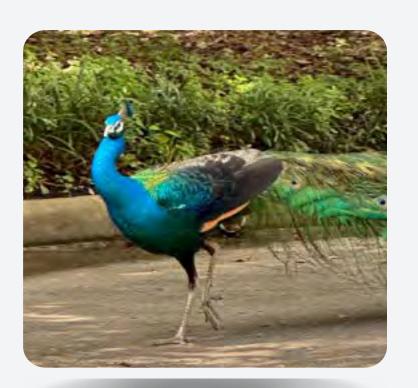


# What is our City's image, and how can we best promote that image through urban landscaping?













# BASICS OF URBAN LANDSCAPE DESIGN TO BE CONSIDERED

# **Elements of Urban Design**

- Streets and Sidewalks: including location, width, and materials 1. Safety and Transportation
  - Signs: including required and optional road signs, in highly visibly areas Transportation Infrastructure: including proper placement of stoplights,
  - intersections and crossways
  - Public Spaces:
- Types: including parks, paths and other greenspaces Site Amenities: including benches, trashcans, and information kiosks
  - 3. Cultural & Aesthetic Considerations –to give a distinctive visual presence that reflects the values and characteristics of the people who live here. A beautiful urban space can make residents feel good about their community and can boost area property values
    - Public Artwork

    - Landscaping –aside from the practical purpose, landscaping is the easiest way to make an urban space look and feel more natural and inviting

    - Noise & Safety: including buffers to create space between living and areas 4. Residential Living with traffic or commercial development
      - Proximity: to specific amenities, necessities and work
    - 5. Schools, Churches & Public Buildings

# Basic Principles of Urban Landscape Design

- 1. Preserve & Utilize the Natural Ecosystem
  - Including vegetation, green belts, and wildlife habitats
- 2. Enhance the Daily Life of Residents
  - Health: spending time in nature is excellent for your heath and can decrease stress, reduce blood pressure and give a clearer mind and feeling of overall peace.
  - Recreation: landscaping can promote and enhance recreational opportunities such as community gardening and birdwatching
  - Pleasure: landscaping provides practical benefits like noise buffering, but also to aesthetic pleasure and happiness, and a stronger connection to the
  - Cohesion: landscaping design can also help create a sense of cohesion and community, which are linked to lower crime rates, more positive
- 3. Establish a Practical & Sustainable Landscape

  - Use Native Plants and low-maintenance solutions Encourage Stewardship -encourage residents to volunteer and not litter

  - Solve Challenges –including erosion control, space constructions, utilities,
- 4. Create Stylish & Aesthetically Pleasing Spaces –to create a visual
  - Balance & Scale -shapes, sizes, numbers, textures

  - Local Architecture
  - Focal Point
  - Seasonal Changes

# STEPS TO BE TAKEN BY THE CITY & BEAUTIFICATION COMMITTEE

# **Pre-Planning**

- Develop priority list of concerns, needs and goals
- Observe locations
- Conduct site surveys -including topography, utilities, ROWs, other restrictions
- Seek Community Input
- Analyze Available Resources
- Conduct Feasibility Studies –accounting for all relevant factors, including budget

# **Formal Planning**

- Presentation to City Stakeholders
- City Council Approval



# STEPS TO BE TAKEN BY THE CITY & BEAUTIFICATION COMMITTEE

# Implementation

- Request for proposals
- Design drafting
- Project work

# **Quality Management**

- Monitoring the design for growth, disease and seasonal impacts
- Hire and monitor landscape maintenance caretakers
- Maintenance schedule



# HISTORY OF BEAUTIFICATION COMMITTEE

## Founded in 2018

# Members & Major Contributors to Date

David Andrew
Carol Bright
Jim Cole
David Collins
Aliza Dutt
Chris deZevallos

Britton Holland
Dinah Huthnance
Deborah Kobelan
Mark Kobelan
Jen McDonald
Cary Moran

Michael Phillips
Mindy Rice
Margaret Rohde
Randhir Sahni
Brian Thompson
Martha White

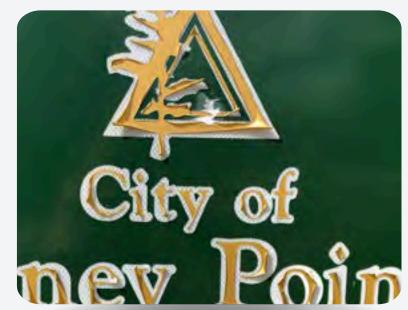


## City Sign Replacement & Beautification

- o South Entrance @ S. Piney Point Rd
- o West Entrance @ Briar Forest & Memorial
- o West Entrance @ Taylorcrest & Blalock
- o East Entrance @ San Felipe & Buffalo Bayou
- o East Entrance @ Memorial & N. Country Squire
- o East Entrance on Greenbay
- o North Entrance @ Beinhorn & Hedwig
- o North Entrance @ Beinhorn & N. Piney Point Rd
- o North Entrance @ Taylorcrest & Echo Lane







## **AFTER**





## City Park Beautification

Flag Tree Park









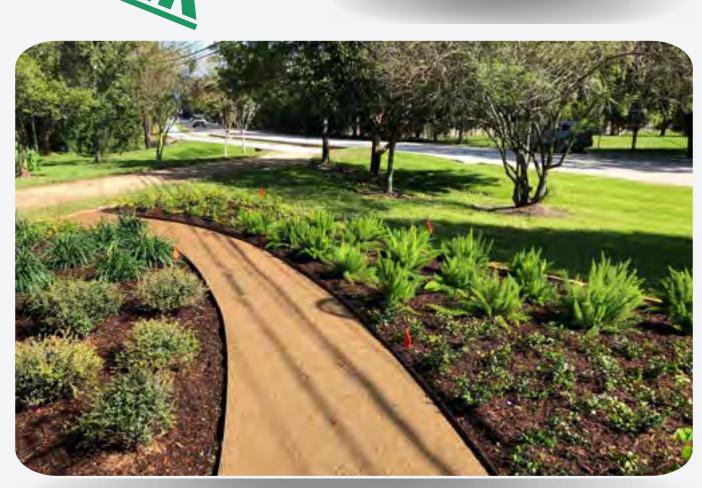




## City Park Beautification

• Carol Tree Park



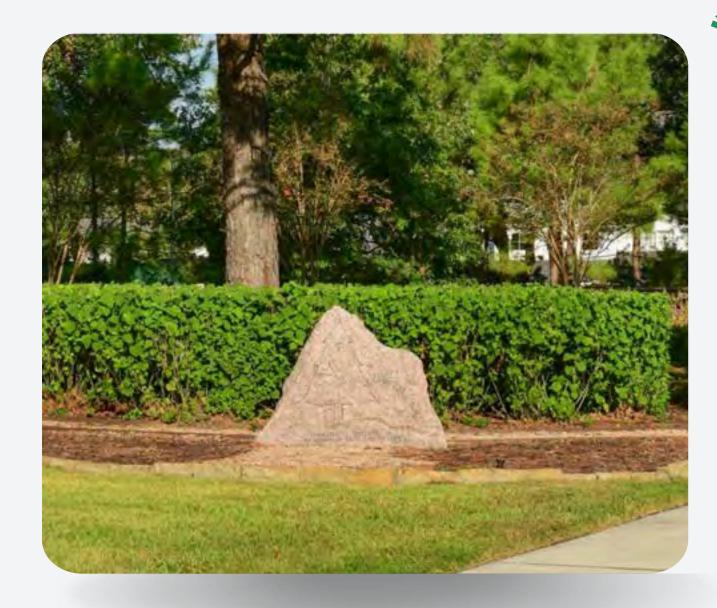






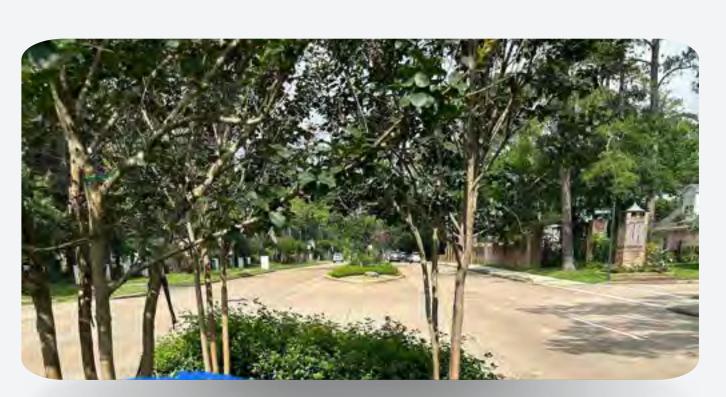


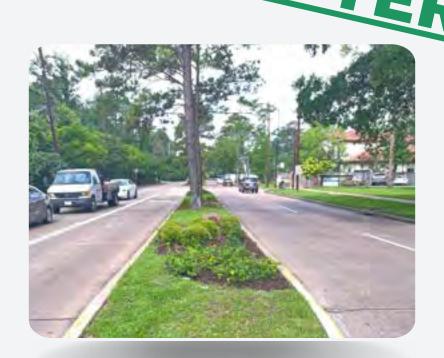




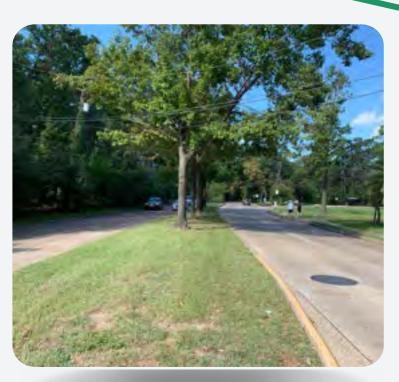
## Esplanade Projects

- Briar Forest to Memorial Point Ln
- Memorial Point to Bylane Dr
- Bylane Drive to West Driveway of MDPC
- MDPC Driveway to Blalock Rd
- Blalock Rd to Quail Creek Court









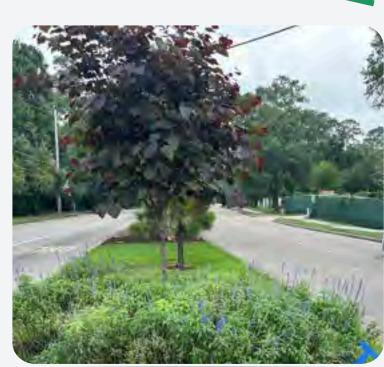




## Esplanade Projects

- Millbrook Street to Heritage Oaks Ln
- Mott Ln to Kensington Ct
- Kensington Ct to N. Piney Point Rd
- N. Piney Point to Memorial/San Felipe (Part 1)
- N. Piney Point to Memorial/San Felipe (Part 2)







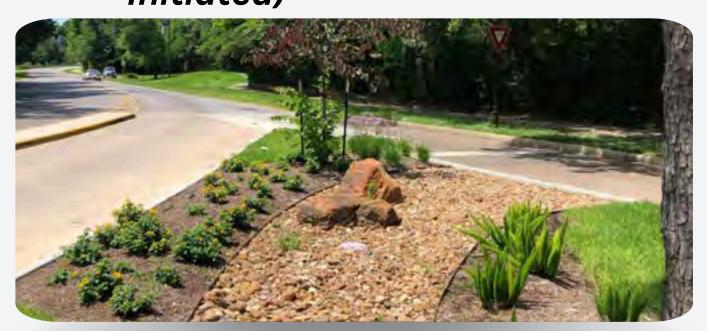




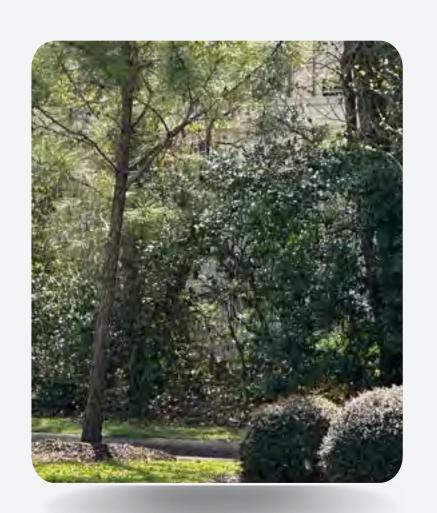


## **Other Major Projects**

- Greenbay Street ROW
- Traffic Triangles at Blalock/Memorial Intersection
- S. Piney Point Road "Hill"
- Pedestrian Path @ Quail Hollow/Blalock
- Tree Planting -over 150 trees
- S. Piney Point Rd Drainage Project Easement Replanting
- Pedestrian Path @ Marchmont/Wilding Ln (Resident-Initiated)











# 2025 BEAUTIFICATION COMMITTEE STRATEGIC PLANNING

### **City Beautification Goals**

- Create a City of Piney Point Village IMAGE
- ENHANCE SAFETY City-wide
- EDUCATE AND MAKE RESIDENTS AWARE of the City's physical character by examples of well-designed spaces
- Encourage REGIONALLY APPROPRIATE plants and trees
- Increase FUNCTION and USABILITY of public spaces
- Enhance and protect the LOCAL ENVIRONMENT
- Ensure Improvement have LOW-COST MAINTENANCE
- Be GOOD STEWARDS of tax dollars
- Develop a 5-Year IMPLEMENTATION PLAN





## Recommended Projects for 5-Year Implementation Plan

Needs to be Refined Through Council and Resident Engagement

- City Entry from South Piney Point Drive to Memorial Intersection
- Promotion of City Image Through Resident Resources & Events
- Further Park Improvements
- Finish Memorial/San Felipe Esplanades
- Street Tree Planting
- Further Enhancement of City Entry Points
- Further Refinement of Green Bay Street ROW

# 2025 BEAUTIFICATION COMMITTEE STRATEGIC PLANNING

How The City Can Promote A Refined IMAGE

RIGHT NOW!



Oversight of Landscape Maintenance Contractor

Fences
Construction Sites
Utility Contractors
Nuisance Abatement

Maintain A Strong, Accountable Public Works Dept.

Streets
Sidewalks
Tree Trimming
ROW Cleanup
Signage
Crosswalks & Curbs

# 2025 BEAUTIFICATION COMMITTEE STRATEGIC PLANNING

More Future Planning....

- Website Resources for Residents/Builders
- Create/Modify Ordinances to Enforce Adopted City Image/Aesthetics
  - Update Tree Ordinance
    - Inclusion of A "Tree Fund"
  - Update Fence Ordinance
    - Ensure proper planning for landscape requirements
    - Clarify treatment of non-conforming fences
- Explore Resident Incentive Plans to Encourage Behavior
  - Rainwater Conservation Rebate
  - Dark-Skies Lighting Rebate
- Obtain MOU w/ City of Houston to Take Over Landscape Maintenance of 1<sup>st</sup> Esplanade on San Felipe past the Buffalo Bayou bridge
  - Once you pass over Buffalo Bayou, you should "KNOW" you are in Piney Point Village

# WHAT DOES THE BEAUTIFICATION COMMITTEE NEED TO KICKSTART THE PLAN?

- Approval to proceed with refining projects on the 5-Year Plan
- Approval to work with City Staff during the 2025 Budget process to ensure proper resource allocation
- Request Council authorize pre-planning activities for the "Kick-Off" (Initial) Project –Enhancements along South Piney Point Road



# WHAT DOES THE BEAUTIFICATION COMMITTEE NEED TO KICKSTART THE PLAN?

- Request Council authorize up to \$50,000 to engage a qualified urban landscape architect/designer to produce specific image-related products:
  - "Kick-Off" Project Design & Full-Set of Plans
  - Codify the City's official Landscape Design Standards, based on past projects and identified future goals ("deliverable manual")
    - Specific plant and tree species
    - Hardscapes
    - Other Design Aesthetics: planting for pollinators and area wildlife